

**AMENDED**

**AGENDA OF ITEMS TO BE CONSIDERED  
BY THE COMMITTEE ON FINANCE AND PERSONNEL**

DATE: February 23, 2022

TIME: 9:00 A.M.

PLACE: Committee Room 301-B  
City Hall

SCHEDULE A: Vacancy Requests

SCHEDULE B: Fund Transfers

SCHEDULE A - VACANCY REQUESTS

CSC-Status - Under Civil Service  
Unless Noted as Exempt (E)

Finance & Personnel Committee Meeting: February 23, 2022  
CCFN 211622

Funding Source - 100% Operating  
Budget Unless Otherwise Indicated

Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Number of Positions With Same Title					CSC Status and/or Funding Source	Int/Ext Fill	Code
				Auth.	Filled excl. this pos.	Recomm. Authorization	Vac. Prev. Appr.	Other Vac.			
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>											
<u>DEPT. OF ADMINISTRATION</u>											
<u>INFORMATION &amp; TECHNOLOGY MANAGEMENT DIV.</u>											
9257	UCC Customer Service Rep. III	6HN	2/20/22	7	6	1	0	0		Int/Ext	x-2b
<u>ASSESSOR</u>											
9289	Senior Property Appraiser 4	2HN	2/8/22	25	21	1	3	0		Int/Ext	x-2b
<u>COMPROLLER</u>											
9251	Accounting Program Assistant II	5GN	2/6/22	3	2	1	0	0		Int/Ext	x-2b
<u>FIRE DEPARTMENT</u>											
9268	Fire Captain	4J	2/5/22	48	47	1	0	0		Int	x-1
9270	Fire Lieutenant	4E	2/3/22	137	136	1	0	0		Int	x-1
9271	Heavy Equipment Operator	4D	2/6/22	133	132	1	0	0		Int	x-1
<u>HEALTH DEPARTMENT</u>											
9264	Public Health Nurse 3	2DN	12/22/21	4	3	1	0	0		Ext	x-2b
9265	Doula	2EN	2/22/22	4	3	1	0	0		Ext	x-2b
<u>LIBRARY</u>											
9256	Library Facilities Manager	1HX	2/24/22	1	0	1	0	0		Int/Ext	x-2b
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>											
9249	Plan Examiner III	2JN	1/22/22	8	5	1	0	2		Int/Ext	x-2b
9252	Neighborhood Services Oper. Director	1LX	3/12/22	2	1	1	0	0		Int/Ext	x-2b
9269	District Code Enforcement Supervisor	1EX	3/6/22	9	8	1	0	0		Int	x-2b
9272	Plumbing Inspector	2HN	4/2/22	22	18	1	0	3		Ext	x-2b
9273	Special Enforcement Inspector	2GN	4/1/22	21	14	1	0	6		Ext	x-2b
<u>POLICE DEPARTMENT</u>											
9253	Emergency Vehicle Equip. Installer	7EN	1/5/22	5	3	1	0	1		Ext	x-1
<u>DPW-INFRASTRUCTURE SERVICES</u>											
9284	Special Laborer (ES) (6 positions)	8GN	NA	24	18	6	0	0	45% Capital, 10% Reimb.	Int/Ext	x-2b
9281	Engineering Drafting Tech. II (5 pos.)	3FN	Various	8	4	5	0	0	55% Capital, 15% Reimb.	Int/Ext	x-2b
<u>DPW-OPERATIONS DIVISION</u>											
9276	Fleet Maintenance Technician	7HN	1/10/22	17	13	1	3	0		Ext	x-2b
9277	Vehicle Services Tech. (2 positions)	7ON	1/20/22 2/3/22	53	45	2	5	1		Ext	x-2b
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>EMPLOYEES' RETIREMENT SYSTEM</u>											
9263	Records Technician II	6EN	1/22/22	2	1	1	0	0	Pension Trust	Int/Ext	x-6
<u>HEALTH DEPARTMENT</u>											
9266	Lead Risk Assessor II	3GN	2/12/22	14	9	1	0	4	CDBG & Medicaid	Ext	x-6
<u>DPW-SEWER MAINTENANCE FUND</u>											
9278	Engineer In Charge	1KX	3/1/22	1	0	1	0	0	Sewer Maint. Fund	Int/Ext	x-6
9279	Engineering Drafting Tech. V	3RN	NA	1	0	1	0	0	Sewer Maint. Fund	Int/Ext	x-6
9280	Engineering Drafting Tech. IV	3NN	TBD	4	3	1	0	0	Sewer Maint. Fund	Int/Ext	x-6

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	<u>DPW-TRANSPORTATION FUND</u>										
9275	Communications Asst. III	5CN	2/6/22	8	7	1	0	0	Transportation Fund	Int	x-6
9288	Parking Citation Review Manager	2GX	3/28/22	1	0	1	0	0	Transportation Fund	Int	x-6
	<u>DPW-WATER WORKS</u>										
9258	Water Meter Specialist	7EN	2/2/22	6	5	1	0	0	Water Works	Int/Ext	x-6
9259	Water Plant Machine Repair Person	7QN	2/11/22	18	9	1	8	0	Water Works	Int/Ext	x-6
9260	Water Claims Specialist	2FX	2/19/22	1	0	1	0	0	Water Works	Int/Ext	x-6
9261	Lead Water Chemist	2GN	2/26/22	4	3	1	0	0	Water Works	Int/Ext	x-6
9262	Water Field Supervisor	1BX	2/12/22	16	15	1	0	0	Water Works	Int/Ext	x-6

SCHEDULE B - FUND TRANSFERS

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Department Account Name	Amount of Transfer		Reason for Transfer
	From	To	
<u>COMMON COUNCIL-CITY CLERK</u> 2021 Salaries & Wages 2021 Operating Expenditures	\$145,450.26	\$145,450.26	Transferring salaries to operating to prepare for carryover to 2022.  Transfer is required to allow operating carryover into 2022.
<u>DEPARTMENT OF PUBLIC WORKS</u> <u>Infrastructure Services Division</u> 2021 Salaries & Wages <u>Operations Division</u> 2021 Operating Expenditures	\$300,000.00	\$300,000.00	DPW-Infrastructure experienced higher than normal vacancies in 2021 and as a result, salary funds are available for transfer.  Greater than expected expenditures for ManPower Professional Services contracting.
<u>DPW-OPERATIONS DIVISION</u> 2021 Salaries & Wages 2021 Operating Expenditures	\$2,360,072.84	\$2,360,072.84	DPW-Operations has seen higher than normal vacancies in 2021 and as a result, salary funds are available for transfer.  Funds are needed to cover operations overages due to greater than expected expenditures for ManPower Professional Services contracting.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous