

Ref: CC File No. 151763
16025

**ACTION TAKEN ON VACANCY REQUESTS
BY THE COMMITTEE ON FINANCE AND PERSONNEL**

DATE: April 7, 2016

TIME: 1:30 P.M.

PLACE: Committee Room 301-B
City Hall

SCHEDULE A: Vacancy Requests

SCHEDULE B: Fund Transfers

SCHEDULE A - VACANCY REQUESTS

Finance & Personnel Committee Meeting: April 7, 2016

Vacancies listed were approved by Finance & Personnel unless otherwise indicated.

Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
	<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>			
	<u>DEPT. OF ADMINISTRATION</u>			
953	Community Outreach Coordinator	2HX	4/23/16	
	<u>ASSESSOR</u>			
838	Assessment Division Manager	1GX	NA	
943	Property Appraiser	2DN	3/22/16	
	<u>CITY ATTORNEY</u>			
950	Assistant City Attorney V	2QX	9/2/15	
	<u>DEPT. OF CITY DEVELOPMENT</u>			
921	Housing Rehab. Specialist	2EN	4/9/16	
	<u>COMMON COUNCIL-CITY CLERK</u>			
937	Document Technician	3CN	3/27/16	
942	Council Records Manager	1FX	12/17/06	
	<u>FIRE & POLICE COMMISSION</u>			
926	Human Resources Rep.	2HX	3/27/16	
	<u>HEALTH DEPARTMENT</u>			
825	Consumer Environ. Health Coord.	2FN	5/10/16	
933	Environmental Health Specialist	3LN	2/16/16	
934	Public Health Nurse 1	2DN	4/1/16	
	<u>LIBRARY</u>			
938	Librarian III (2 positions)	2DN	3/25/16 4/15/16	
939	Librarian II	2CN	3/25/16	
	<u>POLICE DEPARTMENT</u>			
922	Programmer Analyst	2IX	8/16/13	
923	Network Coordinator-Senior	2GX	5/1/15	
924	Office Assistant II (5 positions)	6EN	various	
	<u>DPW-ADMINISTRATIVE SERVICES</u>			
880	Public Works Coord. Mgr.	1KX	7/2/16	
	<u>DPW-INFRASTRUCTURE SERVICES</u>			
935	Management Civil Engineer-Senior	1IX	3/25/16	
	<u>DPW-OPERATIONS DIVISION</u>			
887	Equipment Oper. Supervisor I	1AX	3/12/16	
898	Office Assistant IV	6HN	4/30/16	
927	Urban Forestry Technician	3NN	3/26/16	

SCHEDULE A - VACANCY REQUESTS

Finance & Personnel Committee Meeting: April 7, 2016

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Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>				
<u>HEALTH DEPARTMENT</u>				
909	Health Access Assistant II	6FN	3/19/16	
932	Lead Risk Assessor II	3JN	4/1/16	
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>				
911	Neigh. Improvement Proj. Inspector	3ON	3/12/16	
<u>DPW-PARKING FUND</u>				
925	Accounting Assistant II	6HN	1/17/16	
<u>DPW-SEWER MAINTENANCE</u>				
915	Engineer In Charge	1KX	3/12/16	
<u>DPW-WATER WORKS</u>				
886	Program Assistant II	5FN	2/19/16	
910	Water Quality Manager	1JX	9/2/16	
920	Communications Assistant III	6HN	3/26/16	
946	Water Repair Worker (2 positions)	8LN	3/25/16	
940	Water Field Supervisor	1BX	3/25/16	
947	Water Chief Repair Worker	8PN	3/29/16	

SCHEDULE B - FUND TRANSFERS AND/OR EQUIPMENT REQUESTS

Fund transfers listed were approved by Finance & Personnel.

Finance and Personnel Committee Meeting: April 7, 2016

Department Account Name	Amount of Transfer		Reason
	From	To	
<u>DEPT. OF PUBLIC WORKS</u>			
2015 DPW-Operations Div.(Operating Expenditures) 2015 DPW-Infrastructure Services (Salary and Wages)	\$661,579	\$661,579	Greater than anticipated street repair activity for Water Works and Sewer, 2015 approved wage increases and 3.9% wage increase for pension contribution offset for most staff.
2015 DPW-Operations Div. (Salary and Wages) 2015 DPW-Infrastructure Services (Operating Exp.) 2015 DPW-Infrastructure Services (Salary and Wages) 2015 DPW- Administrative Services (Salary and Wages)	\$393,851	\$165,846 \$72,386 \$155,619	Greater than anticipated street repair activity for Water Works and Sewer. Greater than anticipated street repair activity for Water Works and Sewer, 2015 approved wage increases and 3.9% wage increase for pension contribution offset for most staff.
<u>DPW-PARKING FUND</u>			
2015 Salaries & Wages 2015 Payment in Lieu of Taxes (PILOT)	\$116,268	\$116,268	PILOT underestimated in 2015 budget
2015 Parking Contingent Fund 2015 Operating Expenditures	\$80,061	\$80,061	Operating expenses fluctuate on a year to year basis depending on market rates for services, rentals, and supplies.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous