



Legislation Details (With Text)

File #: 79879 **Version:** 1 **Name:** Recreate position #2579 of Program Assistant 1 as an Administrative Assistant in CG 20, Range 14 and reallocate the employee, B. Rudolph, to the new position.

Type: Resolution **Status:** Passed

File created: 9/13/2023 **In control:** Human Resources Department

On agenda: 10/3/2023 **Final action:** 10/3/2023

Enactment date: 10/6/2023 **Enactment #:** RES-23-00613

Title: Recreate position #2579 of Program Assistant 1 as an Administrative Assistant in CG 20, Range 14 and reallocate the employee, B. Rudolph, to the new position.

Sponsors: Director of Human Resources

Indexes:

Code sections:

Attachments: 1. PB Memo Program Assistant 1.pdf, 2. Resolution Prog Asst 1 to Admin Asst - Police.pdf

Date	Ver.	Action By	Action	Result
10/3/2023	1	COMMON COUNCIL	Adopt Unanimously	Pass
9/26/2023	1	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass
9/20/2023	1	PERSONNEL BOARD	Return to Lead with the Recommendation for Approval	Pass
9/19/2023	1	FINANCE COMMITTEE	Refer	
9/19/2023	1	COMMON COUNCIL	Refer	Pass
9/13/2023	1	Human Resources Department	Referred for Introduction	

Fiscal Note

The annualized cost of the proposed recreated position is \$4,000 (including benefits). The impact on the 2023 budget is approximately \$3,000. Costs associated with the recreation will be absorbed within the Police Department's 2023 budget.

Title

Recreate position #2579 of Program Assistant 1 as an Administrative Assistant in CG 20, Range 14 and reallocate the employee, B. Rudolph, to the new position.

Body

Resolution to delete position #2579 of Program Assistant 1 in CG 20, Range 11 and recreate the position as an Administrative Assistant in CG 20, Range 14; and reallocate the employee (B. Rudolph) to the new position in the Police Department operating budget, thereof.