BILL NO. 30-2012

AN ORDINANCE

AN ORDINANCE AMENDING THE 2012 FISCAL YEAR EMPLOYEE POSITION ORDINANCE (BILL NO. 66-2011).

THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

SECTION 1. The 2012 Fiscal Year Employee Position Ordinance, Bill No. 66-2011, shall be and is hereby amended and shall hereafter be set forth as shown in Exhibit A attached hereto and made a part hereof.

SECTION 2. Any other ordinance, or part thereof, of the City of Reading, Berks County, Pennsylvania, which is contrary to the amended ordinance as shown and attached as Exhibit A is hereby repealed.

SECTION 3. This ordinance shall be effective ten (10) days after its adoption and approval by the Mayor, or repassage by City Council over the Mayor's veto, in accordance with Section 219 of the City of Reading Home Rule Charter, or as set forth in Section 221 of the City of Reading Home Rule Charter.

Enacted March 12, 2012

President of Council

Attest:

City Clerk

I, LINDA A. KELLEHER, City Clerk of the City of Reading, Pa., do hereby certify, that the foregoing is a true and correct copy of the original Ordinance passed by the Council of the City of Reading, on the 12 day of March A. D. 2012. Witness my hand and seal of the said City this 23 day of March A. D. 2012

CITY CLERK

Submitted to Mayor:
Date: 3/13/12

Received by the Mayor's Office:
Date: 3/13/12

Approved by Mayor:
Date: 3/13/12

Vetoed by Mayor: _____
Date: _____

City of Reading
Listing of Positions
For the 2012 Operating Budget

Division	Position Title	Status	2011 Number of Employees Full-Time	2011 Number of Employees Part-Time	Original 2012 Number of Employees Full-Time	Original 2012 Number of Employees Part-Time	Proposed 2012 Number of Employees Full-Time	Proposed 2012 Number of Employees Part-Time	Difference - 2012 Approved to Proposed Full-Time	Difference - 2012 Approved to Proposed Part-Time
Mayor										
	Administrative Assistant To The Mayor	Full-Time	1		1		-		(1)	-
	Executive Assistant To The Mayor	Full-Time	1		1		-		(1)	-
	MAIG Regional Coordinator	Full-Time	1		1		-		(1)	-
	Mayor	Full-Time	1		1		1		-	-
	Special Assistant, Policy and Outreach	Full-Time		-		-	1		1	-
	Special Assistant, Government Services	Full-Time		-		-	1		1	-
				-		-			-	-
	Executive Assistant	Full-Time		-		-	1		1	-
	Information Specialist	Full-Time		-		-			-	-
			4	-	4	-	4	-	-	-
Managing Director										
	Managing Director	Full-Time	1		1		1		-	-
	Business Analyst	Full-Time	1		1		1		-	-
	Executive Secretary/Admin Aide	Full-Time	1		1		1		-	-
	Economic Development Coordinator	Part-Time		1		1		1	-	-
			3	1	3	1	3	1	-	-
Human Relations Commission										
	HRC Executive Director	Full-Time	1		1		1		-	-
	HRC Investigator	Full-Time	1		1		1		-	-
	HRC Clerk	Full-Time	2		1		1		-	-
			4	-	3	-	3	-	-	-
City Auditor										
	City Auditor	Full-Time	1		1		1		-	-
	Auditing Coordinator	Full-Time	1		1		1		-	-
			2	-	2	-	2	-	-	-
City Council										
	Council President	Part-Time		1		1		1	-	-
	Council Member	Part-Time		6		6		6	-	-
	Deputy City Clerk	Full-Time	1		1		1		-	-
	Administrative Assistant	Full-Time	1		1		1		-	-
	City Clerk	Full-Time	1		1		1		-	-
	Intern	Part-Time		2		1		1	-	-
			3	9	3	8	3	8	-	-
Director of Administrative Services										
	Confidential Secretary	Full-Time	1		1		1		-	-
	Director of Administrative Services	Full-Time	1		1		1		-	-
	Grant Writer	Full-Time	1		1		1		-	-
	Controller	Full-Time	1		1		1		-	-
			4	-	4	-	4	-	-	-
Purchasing										
	Purchasing Coordinator	Full-Time	1		1		1		-	-
	Printing Clerk	Part-Time		1		1		1	-	-
			1	1	1	1	1	1	-	-

City of Reading
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For the 2012 Operating Budget

Division	Position Title	Status	2011 Number of Employees Full-Time	2011 Number of Employees Part-Time	Original 2012 Number of Employees Full-Time	Original 2012 Number of Employees Part-Time	Proposed 2012 Number of Employees Full-Time	Proposed 2012 Number of Employees Part-Time	Difference - 2012 Approved to Proposed - Full-Time	Difference - 2012 Approved to Proposed - Part-Time
Accounting										
	Accounting & Treasury Manager	Full-Time	1		1		1		-	-
	Accountant	Full-Time	1		1		1		-	-
	Pension Administrator	Full-Time	1		1		1		-	-
	Revenue Accountant	Full-Time	1		1		1		-	-
	Payroll Clerk	Full-Time	-		2		2		-	-
	Accounting Clerk	Full-Time	1		1		1		-	-
			5	-	7	-	7	-	-	-
Information Technology										
	GIS Coordinator	Full-Time	1		1		1		-	-
	Public Safety Support	Full-Time	1		1		1		-	-
	Network Administrator	Full-Time	1		1		1		-	-
	Developer	Full-Time	1		1		1		-	-
	Web Developer	Full-Time	1		1		1		-	-
	Trainer	Full-Time	1		1		1		-	-
	System Support Analyst	Full-Time	1		1		1		-	-
	IT Manager	Full-Time	1		1		1		-	-
	Lead Developer	Full-Time	1		1		1		-	-
			9	-	9	-	9	-	-	-
Citizens Service Center										
	Citizens Service Center Manager	Full-Time	1		1		1		-	-
	Billing Coordinator	Full-Time	1		1		1		-	-
	Treasury Coordinator	Full-Time	1		1		1		-	-
	Municipal Professional	Full-Time	2		2		2		-	-
	Municipal Aide II	Full-Time	7		8		9		1	-
			12	-	13	-	14	-	1	-
Human Resources										
	Clerks	Full-Time	2		-		-		-	-
	Diversity and Information Officer	Full-Time	1		1		1		-	-
	Human Resources Manager	Full-Time	1		1		1		-	-
	Human Resources Coordinator - Benefits	Full-Time	1		1		1		-	-
			5	-	3	-	3	-	-	-
Mailroom										
	Mailroom Clerk	Full-Time	1		1		-		(1)	-
			1	-	1	-	-	-	(1)	-
Solicitor										
	Solicitor	Full-Time	1		1		1		-	-
	Confidential Secretary	Full-Time	1		1		1		-	-
	Executive Secretary/Admin Aide/Paralegal	Full-Time	1		1		1		-	-
	Legal Specialist	Full-Time	3		3		3		-	-
			6		6		6		-	-
Public Works										
	Confidential Secretary	Full-Time	1		1		1		-	-
	Public Works Director	Full-Time	1		1		1		-	-
			2	-	2	-	2	-	-	-
Garage										
	Maintenance Mechanic	Full-Time	6		4		4		-	-
	Maintenance Worker I/Parts Person	Full-Time	1		1		1		-	-
	Secretary	Full-Time	1		1		1		-	-
	Small Engine Repairperson	Full-Time	1		1		1		-	-
	Foreman	Full-Time	1		1		1		-	-
			10	-	8	-	8	-	-	-

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Engineering										
	Engineering Aide III	Full-Time	1		-		-		-	-
	Engineering Aide IV	Full-Time	1		1		1		-	-
			2	-	1	-	1	-	-	-
Highways										
	Equipment Operator II	Full-Time	16		16		16		-	-
	Maintenance Worker I/Signmaker	Full-Time	1		1		1		-	-
	Foreman	Full-Time	1		1		1		-	-
	Laborer	Part-Time		6		6		6	-	-
			18	6	18	6	18	6	-	-
Parks										
	Equipment Operator II	Full-Time	3		2		2		-	-
	Equipment Operator III	Full-Time	2		2		2		-	-
	Foreman	Full-Time	2		2		2		-	-
	Maintenance Worker I	Full-Time	1		-		-		-	-
	Maintenance Worker III	Full-Time	1		1		1		-	-
	Operations Division Manager	Full-Time	1		1		1		-	-
	Secretary	Full-Time	1		1		1		-	-
	Laborer	Part-Time	-	3	-	10	-	10	-	-
			11	3	9	10	9	10	-	-
Shade Tree	Equipment Operator II/Arborist	Full-Time	-		1		1		-	-
	Maintenance Worker I	Full-Time	-		1		1		-	-
			-	-	2	-	2	-	-	-
Recreation										
	Recreation Supervisor	Full-Time	2						-	-
	Recreation Aide	Part-Time		7					-	-
	Tennis Instructor	Part-Time		1					-	-
	Park Security Guard	Part-Time		1					-	-
			2	9	-	-	-	-	-	-
Public Property										
	Foreman	Full-Time	2		2		2		-	-
	Tradesman	Full-Time	4		4		4		-	-
	Custodial Worker	Part-Time		8		8		8	-	-
			6	8	6	8	6	8	-	-
Police - Criminal Investigations										
	Captain	Full-Time	1		1		1		-	-
	Police Officer (CI Assignment)	Full-Time	20		19		19		-	-
	Lieutenant	Full-Time	1		1		1		-	-
	Police Officer (ID Assignment)	Full-Time	4		4		4		-	-
	Sergeant	Full-Time	7		5		5		-	-
			33	-	30	-	30	-	-	-
Police - Special Services										
	Captain	Full-Time	-		1		1		-	-
	Lead Clerk/Trainer	Full-Time	1		1		1		-	-
	Police Officer/FTO	Full-Time	1		1		1		-	-
	Telecommunicator Supervisor	Full-Time	1		1		1		-	-
	Telecommunicator I	Full-Time	3		3		4		1	-
	Telecommunicator II	Full-Time	11		11		10		(1)	-
	Telecommunicator	Part-Time		8		8		8	-	-
	Records Clerk	Full-Time	4		4		4		-	-
	Records Office Supervisor	Full-Time	1		1		1		-	-

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	TAC Officer	Full-Time	1		1		1		-	-
	Lieutenant	Full-Time	2		2		2		-	-
	Secretary - Police Academy	Full-Time	1		1		1		-	-
	Sergeant - Records	Full-Time	2		1		1		-	-
	Radio Supervisor	Full-Time	1		1		1		-	-
	Video Monitorer	Part-Time		8		8		8	-	-
	Systems Administrator Supervisor	Full-Time	1		1		1		-	-
	Court Liason Officer	Part-Time				1		1	-	-
	Clerk	Part-Time				1		1	-	-
			30	16	30	18	30	18	-	-
Police - Patrol										
	Captain	Full-Time	2		1		1		-	-
	Lieutenant	Full-Time	4		4		4		-	-
	Police Officer	Full-Time	107		107		108		1	-
	Police Officer/FTO	Full-Time	5		4		4		-	-
	Sergeant	Full-Time	19		14		14		-	-
	Clerk	Part-Time				1		1	-	-
	School Crossing Guard	Part-Time		100		100		100	-	-
			137	100	130	101	131	101	1	-
Police - Administration										
	Chief of Police	Full-Time	1		1		1		-	-
	Deputy Chief of Police	Full-Time	1		-		-		-	-
	Confidential Secretary	Full-Time	1		1		1		-	-
	Lieutenant	Full-Time	1		-		-		-	-
	Sergeant	Full-Time	1		2		1		(1)	-
	Administrative Assistant	Part-Time		-		2		2	-	-
			5	-	4	2	3	2	(1)	-
Fire Administration										
	Clerk Typist II	Full-Time	1		1		1		-	-
	Administrative Officer	Full-Time	1		1		1		-	-
	Fire Chief	Full-Time	1		1		1		-	-
	First Deputy Chief	Full-Time	3		4		5		1	-
			6	-	7	-	8	-	1	-
Fire Special Services (Preventive Education)										
	LT Fire Prevention Officer	Full-Time	2		3		3		-	-
	Fire Marshal	Full-Time	1		1		1		-	-
	Lt Fire Training Officer	Full-Time	1		-		-		-	-
			4	-	4	-	4	-	-	-
Fire Training										
	Lt Fire Training Officer	Full-Time	-		1		1		-	-
			-	-	1	-	1	-	-	-
Fire Suppression										
	Second Deputy Chief	Full-Time	3		4		4		-	-
	Firefighter V	Full-Time	-		76		72		(4)	-
	Firefighter IV	Full-Time	81		-		-		-	-
	Firefigher III	Full-Time	-		-		-		-	-
	Firefighter II	Full-Time	-		-		-		-	-
	Firefighter I	Full-Time	-		4		-		(4)	-
	Firefighter Trainee	Full-Time	-		-		11		11	-
	LT Fire Suppression Officer	Full-Time	3		4		4		-	-
			87	-	88	-	91	-	3	-

City of Reading
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Fire EMS										
	Deputy Chief/EMS Mgr	Full-Time	1		1		1		-	-
	EMS Lieutenant	Full-Time	4		4		4		-	-
	Firefighter V - Medic	Full-Time	20		11		11		-	-
	Firefighter IV - Medic	Full-Time			-		-		-	-
	Firefigher III - Medic	Full-Time			1		1		-	-
	Firefighter II - Medic	Full-Time			3		3		-	-
	Firefighter I - Medic	Full-Time			4		4		-	-
	Firefighter Trainee - Medic	Full-Time	-		1		1		-	-
	Transport Coordinator	Full-Time	1		1		1		-	-
	Wheelchair Van Driver	Full-Time	3		5		5		-	-
			29	-	31	-	31	-	-	-
CD Planning										
	Planner III	Full-Time	1		1		1		-	-
			1	-	1	-	1	-	-	-
CD- Property Maintenance										
	Codes Manager	Full-Time	1		1		1		-	-
	Chief Clerk	Full-Time	1		1		1		-	-
	PMI Supervisor	Full-Time	3		3		3		-	-
	Development & Inspection Clerks	Full-Time	2		3		3		-	-
	PM Specialist	Full-Time	-		1		1		-	-
	Property Maint Aide	Full-Time	3		3		3		-	-
	Property Maint Inspector	Full-Time	13		20		20		-	-
	Housing Coordinator	Part-Time		1		1		1	-	-
	Clerk	Part-Time		1		1		1	-	-
			23	2	32	2	32	2	-	-
CD - Zoning										
	Zoning Administrator	Full-Time	-		1		1		-	-
	Zoning Technician	Full-Time	1		1		1		-	-
	Zoning Inspector	Full-Time	1		2		2		-	-
	Clerk	Part-Time		1		1		1	-	-
			2	1	4	1	4	1	-	-
CD - Trades										
	Secretary	Full-Time	1		1		1		-	-
	Chief Building Official	Full-Time	-		1		1		-	-
	Plumbing Inspector	Full-Time	1		1		1		-	-
	Building Inspector	Full-Time	1		1		1		-	-
	Electrical Inspector	Full-Time	1		1		1		-	-
	HVAC Inspector	Full-Time	1		1		1		-	-
	Residential Inspector	Full-Time	-		1		1		-	-
	Clerk	Part-Time			1			1	(1)	1
			5	-	8	-	7	1	(1)	1
CD - Administration										
	Deputy CD Director	Full-Time	1		1		1		-	-
	PMI Specialist	Full-Time	1		-		-		-	-
	CD/Hist Preserv Specialist	Full-Time	1		1		1		-	-
	Zoning Administrator	Full-Time	1		-		-		-	-
	Building Official	Full-Time	1		-		-		-	-
			5	-	2	-	2	-	-	-

City of Reading
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CD - HUD										
	CD Specialist	Full-Time	1		2		2		-	-
	CD Specialist Manager	Full-Time	1		1		1		-	-
	CD Specialist III	Full-Time	1		1		1		-	-
	Community Development Director	Full-Time	1		1		1		-	-
	Confidential Secretary	Full-Time	1		1		1		-	-
	Fiscal Officer	Full-Time	1		1		1		-	-
	Rehab Specialist	Full-Time	1		1		1		-	-
			7		8		8		-	-
Library Administration										
	Director of Libraries	Full-Time	1		1		1		-	-
	Assistant Director of Libraries	Full-Time	2		2		2		-	-
			3		3		3		-	-
Library - Circulation										
	Librarian I	Full-Time	1		1		1		-	-
	Librarian II	Full-Time	1		-		-		-	-
	Librarian III	Full-Time	1		1		1		-	-
			3		2		2		-	-
Library - Reference										
	Librarian II	Full-Time	4		4		4		-	-
	Librarian III	Full-Time	1		1		1		-	-
			5		5		5		-	-
Water Administration										
	Foreman	Full-Time	1		-		-		-	-
	Customer Service Rep.	Full-Time	2		-		-		-	-
	GIS/CAD Technician	Full-Time	1		-		-		-	-
	Engineering Aide III	Full-Time	1		-		-		-	-
	Distribution Engineer	Full-Time	1		-		-		-	-
			6		-		-		-	-
Water Collection										
	Equipment Operator I	Full-Time	1		-		-		-	-
	Equipment Operator II	Full-Time	1		-		-		-	-
	Equipment Operator III	Full-Time	1		-		-		-	-
	Foreman	Full-Time	1		-		-		-	-
	Maintenace Worker II	Full-Time	6		-		-		-	-
	Watershed Manager	Full-Time	1		-		-		-	-
			11		-		-		-	-
Water Purification										
	Centrifuge Operator I	Full-Time	-		-		-		-	-
	Dewatering Technician	Full-Time	1		-		-		-	-
	Lab Technician	Full-Time	1		-		-		-	-
	Chief Operator	Full-Time	1		-		-		-	-
	Clerk Typist II	Full-Time	1		-		-		-	-
	Foreman	Full-Time	1		-		-		-	-
	Lab Supervisor/Bact.	Full-Time	1		-		-		-	-
	Maintenance Worker II	Full-Time	5		-		-		-	-
	Tradesman	Full-Time	1		-		-		-	-
	Water Plant Oper. I	Full-Time	1		-		-		-	-
	Water Plant Oper. II	Full-Time	3		-		-		-	-
			16		-		-		-	-

City of Reading
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For the 2012 Operating Budget

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Water Distribution										
	Equipment Operator II	Full-Time	3		-		-		-	-
	Field Investigator	Full-Time	3		-		-		-	-
	Foreman	Full-Time	2		-		-		-	-
	Foreman - Meter	Full-Time	1		-		-		-	-
	Foreman - Mechanic	Full-Time	1		-		-		-	-
	Foreman - Main Crew	Full-Time	3		-		-		-	-
	Foreman - Service Crew	Full-Time	2		-		-		-	-
	Maintenance Mechanic II	Full-Time	1		-		-		-	-
	Maintenance Worker II	Full-Time	8		-		-		-	-
	Maintenance Worker III	Full-Time	6		-		-		-	-
	Superintendent	Full-Time	1		-		-		-	-
			31		-		-		-	-
Self - Insurance										
	Risk and Safety Coordinator	Full-Time	1		1		1		-	-
	OCIP Coordinator	Full-Time	1		-		-		-	-
			2		1		1		-	-
Sewers										
	System Superintendent	Full-Time	1		1		1		-	-
	Utilities Div Manager/Environ	Full-Time	1		1		1		-	-
	Utility Engineer	Full-Time	1		1		1		-	-
	Environmental Prog Coordinator	Full-Time	1		1		1		-	-
	Foreman	Full-Time	2		2		2		-	-
	Equip Op II	Full-Time	10		10		10		-	-
	Maint Worker III	Full-Time	1		1		1		-	-
	Clerk Typist I	Full-Time	-		1		1		-	-
	Egineer Aide III	Full-Time	-		1		1		-	-
	Maintenance Mechanic	Full-Time	-		1		1		-	-
	Project Coordinator	Part-Time		1		1		1	-	-
			17	1	20	1	20	1	-	-
WWTP										
	Maint Supv	Full-Time	1		1		1		-	-
	Belt Press Op I	Full-Time	2		2		2		-	-
	Cert Oper/Shift Sup	Full-Time	6		6		6		-	-
	Operations Supv	Full-Time	1		1		1		-	-
	Elec/Elect Field Eng	Full-Time	1		1		1		-	-
	Elec/Inst Tech	Full-Time	1		-		-		-	-
	Utilities Div Manager/Environ	Full-Time	-		-		-		-	-
	Utility Engineer	Full-Time	-		1		1		-	-
	Utility Clerk Typist	Full-Time	1		-		-		-	-
	Env Prog Coord	Full-Time	-		-		-		-	-
	Equip Op II	Full-Time	1		1		1		-	-
	Lab Supv	Full-Time	1		1		1		-	-
	Lab Tech	Full-Time	5		5		5		-	-
	Lab Tech	Part-Time		1		1		1	-	-
	Maint Worker II (Mech)	Full-Time	3		3		3		-	-
	Maint Worker III	Full-Time	4		-		-		-	-
	Maintenance Mechanical	Full-Time	-		1		1		-	-
	Maint Worker III Elec/Mech	Full-Time	-		2		2		-	-
	Indusrial Maint Mech	Full-Time	-		2		2		-	-
	Pump Tender	Full-Time	4		4		4		-	-
	Secretary	Full-Time	1		1		1		-	-
	Serv Utility Person	Full-Time	7		7		7		-	-

City of Reading
Listing of Positions
For the 2012 Operating Budget

Division	Position Title	Status	2011 Number of Employees Full-Time	2011 Number of Employees Part-Time	Original 2012 Number of Employees Full-Time	Original 2012 Number of Employees Part-Time	Proposed 2012 Number of Employees Full-Time	Proposed 2012 Number of Employees Part-Time	Difference - 2012 Approved to Proposed* Full-Time	Difference - 2012 Approved to Proposed* Part-Time
	Sew Plant Op I (6th St.)	Full-Time	4		-		-		-	-
	Sew Plant Op I (Fritz Is)	Full-Time	1		-		-		-	-
	Sew Plant Op II (Fritz Is)	Full-Time	3		-		-		-	-
	Sewer Plant Operator II	Full-Time	-		4		4		-	-
	Superintendent	Full-Time	1		1		1		-	-
	Tradesman (Elec)	Full-Time	2		2		2		-	-
	Project Accountant	Full-Time	-		1		1		-	-
			50	1	47	1	47	1	-	-
Recycling/Trash										
	Solid Waste Supervisor	Full-Time	-		1		1		-	-
	Graffiti Coordinator	Full-Time	-		1		1		-	-
	Foreman	Full-Time	-		1		1		-	-
	Maintenance Worker II	Full-Time	-		5		5		-	-
	Maintenance Mechanic	Full-Time	-		1		1		-	-
	Equipmant Operator II	Full-Time	-		5		5		-	-
	Clerk Typist II	Full-Time	-		1		1		-	-
	Solid Waste Coordinator/Environmentalist	Full-Time	1		-		1		1	-
	Clerk	Part-Time		2		2		2	-	-
	Education Coordinator	Part-Time		1		1		1	-	-
	Graffiti Abatement Technician	Part-Time		2		2		2	-	-
			1	5	15	5	16	5	1	-
Number of Full-Time and Part-Time Employees			629	163	578	165	583	166	5	1