

BILL NO. 65-2009

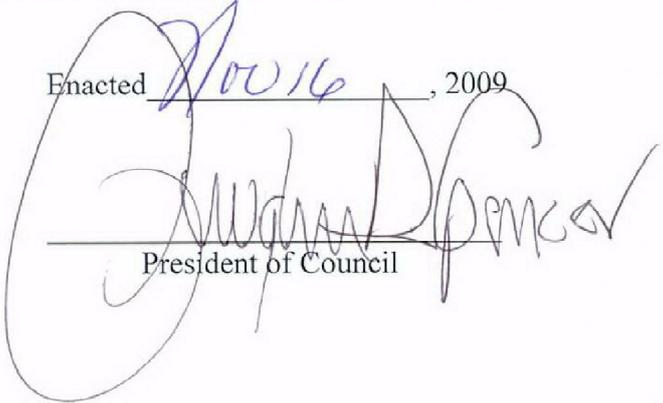
AN ORDINANCE

AN ORDINANCE ESTABLISHING THE EMPLOYMENT POSITIONS FOR THE CITY OF READING FOR THE FISCAL YEAR 2010.

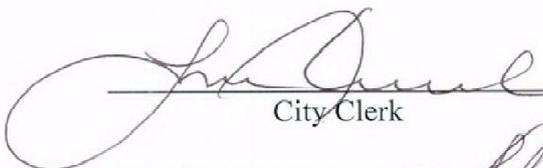
THE COUNCIL OF THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

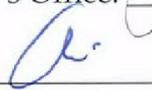
SECTION 1. Employment positions for the City of Reading's fiscal year beginning January 1, 2010, and ending December 31, 2010, shall be as set forth in Exhibit A attached hereto and made a part hereof.

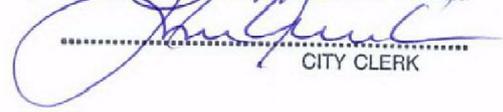
SECTION 2. This Ordinance shall become effective January 1, 2010.

Enacted Nov 16, 2009  
  
\_\_\_\_\_  
President of Council

Attest:

  
\_\_\_\_\_  
City Clerk

Submitted to Mayor:   
Date: 11-17-09  
Received by the Mayor's Office:   
Date: 11-17-09  
Approved by Mayor:   
Date: 11/23/09  
Vetoed by Mayor: \_\_\_\_\_  
Date: \_\_\_\_\_

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 16 day of Nov A. D. 20 09. Witness my hand and seal of the said City this 24 day of Nov A. D. 20 09.  
  
\_\_\_\_\_  
CITY CLERK

City of Reading  
Listing of Positions  
For the 2010 Operating Budget

<i>Division</i>	<i>Position Title</i>	<i>2009 # of Employees</i>	<i>2010 # of Employees</i>	<i>Difference</i>
<b>Mayor</b>				
	Administrative Assistant To The Mayor	1	1	
	Executive Assistant To The Mayor	1	1	
	MAIG Regional Coordinator	0	1	
	Mayor	1	1	
		<u>3</u>	<u>4</u>	1
<b>Managing Director</b>				
	Managing Director	1	1	
	Business Analyst	0	1	
	Executive Secretary/ Admin Aide	1	1	
		<u>2</u>	<u>3</u>	1
<b>Call Center</b>				
	Call Center Manager	1	1	
	Customer Service Representatives	3	3	
		<u>4</u>	<u>4</u>	0
<b>Human Relations Commission</b>				
	HRC Executive Director	1	1	
	HRC Investigator	2	2	
	Secretary	1	1	
		<u>4</u>	<u>4</u>	0
<b>City Auditor</b>				
	City Auditor	1	1	
	Auditing Coordinator	1	1	
		<u>2</u>	<u>2</u>	0
<b>City Council</b>				
	Council President	1	1	
	Council Member	6	6	
	Assistant City Clerk	1	1	
	Administrative Assistant	1	1	
	City Clerk	1	1	
		<u>10</u>	<u>10</u>	0
<b>Treasurer</b>				
	Clerk Typist II	3	3	
	Chief Clerk	1	1	
		<u>4</u>	<u>4</u>	0
<b>Finance Director</b>				
	Confidential Secretary	1	1	
	Finance Director	1	1	
	Grant Writer	1	1	
	Floater - Finance	1	0	
		<u>4</u>	<u>3</u>	-1
<b>Purchasing</b>				
	Purchasing Coordinator	1	1	
		<u>1</u>	<u>1</u>	0
<b>Accounting</b>				
	Accounting & Treasury Manager	1	1	
	Accountant	1	1	
	Pension Administrator	1	1	
	Revenue Accountant	1	1	
	Accounting Clerk	1	1	
		<u>5</u>	<u>5</u>	0

City of Reading  
Listing of Positions  
For the 2010 Operating Budget

<i>Division</i>	<i>Position Title</i>	<i>2009 # of Employees</i>	<i>2010 # of Employees</i>	<i>Difference</i>
<b>Tax Administration</b>				
	Tax Manager	1	1	
	Tax Supervisor	1	1	
	Tax Examiner	1	1	
	EIT Analyst	1	1	
	Tax Specialist	1	1	
	Accounts Coordinator	1	1	
	Secretary	1	1	
	Delinquent Tax Collector	1	1	
	Tax Clerk I	2	0	
	Tax Clerk II	3	5	
	Clerk Typist II	1	1	
		<hr/> 14	<hr/> 14	<hr/> 0
<b>Information Technology</b>				
	GIS Coordinator	1	1	
	Application Specialist	1	0	
	Public Safety Support	0	1	
	Network Administrator	1	1	
	Developer	1	1	
	Web Developer	1	1	
	Trainer	0	1	
	System Support Analyst	1	1	
	IT Manager	1	1	
	Lead Developer	1	1	
		<hr/> 8	<hr/> 9	<hr/> 1
<b>HR-Personnel/Pension</b>				
	Payroll Clerk	1	1	
	HR Floater	1	1	
	Light Duty Position	1	0	
	Diversity and Information Officer	1	1	
	Human Resources Director	1	1	
	Human Resources Supervisor	1	1	
	Human Resources Coordinator - Benefits	1	1	
		<hr/> 7	<hr/> 6	<hr/> -1
<b>Mailroom</b>				
	Mailroom Clerk	1	1	
		<hr/> 1	<hr/> 1	<hr/> 0
<b>Solicitor</b>				
	Solicitor	1	1	
	Confidential Secretary	1	1	
	Executive Secretary/Admin Aide/Paralegal	1	1	
	Legal Specialist	2	2	
		<hr/> 5	<hr/> 5	<hr/> 0
<b>Public Works</b>				
	Confidential Secretary	1	1	
	Public Works Director	1	1	
		<hr/> 2	<hr/> 2	<hr/> 0
<b>Garage</b>				
	Maintenance Mechanic	7	7	
	Maintenance Worker I/Parts Person	1	1	
	Secretary	1	1	

City of Reading  
Listing of Positions  
For the 2010 Operating Budget

<i>Division</i>	<i>Position Title</i>	<i>2009</i> <i># of Employees</i>	<i>2010</i> <i># of Employees</i>	<i>Difference</i>
	Small Engine Repairperson	1	1	
	Foreman	1	1	
		11	11	0
<b>Engineering</b>				
	Traffic Planner	1	0	
	Secretary	1	0	
	Engineering Aide III	1	1	
	Engineering Aide IV	1	1	
		4	2	-2
<b>Traffic Engineering</b>				
	Equipment Operator I	1	0	
	Equipment Operator II	1	0	
	Traffic Engineering Technician	1	0	
	Maintenance Worker I/Signmaker	1	1	
		4	1	-3
<b>Highways</b>				
	Equipment Operator II	14	14	
	Foreman	1	1	
		15	15	0
<b>Parks</b>				
	Custodian II	1	0	
	Equipment Operator II	2	2	
	Equipment Operator III	3	2	
	Foreman	2	2	
	Maintenance Worker I	2	0	
	Maintenance Worker II	2	0	
	Maintenance Worker III	3	2	
	Operations Division Manager	1	1	
	Secretary	1	1	
		17	10	-7
<b>Recreation</b>				
	Superintendent of Recreation	1	1	
	Recreation Supervisor	2	2	
		3	3	0
<b>Public Property</b>				
	Foreman	2	2	
	Tradesman	5	4	
		7	6	-1
<b>Police - Criminal Investigations</b>				
	Captain 3-3	1	1	
	Criminal Investigator*	26	25	
	Lieutenant	1	1	
	Police Officer	4	4	
	Police Officer/FTO	0	0	
	Court Liason	0	0	
	Sergeant	7	7	
		39	38	-1
<b>Police - Special Services</b>				
	Lead Clerk/Trainer	1	1	
	Police Officer	1	1	
	Police Officer/FTO	1	1	
	Telecommunicator Supervisor	1	1	
	Telecommunicator I	1	1	

City of Reading  
Listing of Positions  
For the 2010 Operating Budget

<i>Division</i>	<i>Position Title</i>	<i>2009 # of Employees</i>	<i>2010 # of Employees</i>	<i>Difference</i>
	Telecommunicator II	13	13	
	Records Clerk	5	4	
	Records Operations Supervisor	1	1	
	TAC Officer	1	1	
	Lieutenant	2	2	
	Secretary - Police Academy	1	1	
	Sergeant	3	3	
	CCTV System Monitor	1	1	
	Shift Supervisor	1	1	
		<hr/> 33	<hr/> 32	-1
<b>Police - Patrol</b>				
	Captain*	2	2	
	Clerk Typist I	1	0	
	Lieutenant	4	4	
	Police Officer*	127	108	
	Police Officer/FTO	6	6	
	Sergeant	18	18	
		<hr/> 158	<hr/> 138	-20
<b>Police - Patrol PMI</b>				
	PMI Administrator	1	1	
	Chief Clerk	1	1	
	PMI Supervisor	3	3	
	Health and Safety Clerks	3	3	
	Property Maintenance Inspector	15	14	
		<hr/> 23	<hr/> 22	-1
<b>Police - Administration</b>				
	Chief of Police	1	1	
	Deputy Chief of Police	1	1	
	Confidential Secretary	1	1	
	Lieutenant	1	1	
	Sergeant	1	1	
	Inspector	1	1	
		<hr/> 6	<hr/> 6	0
<b>Fire Administration</b>				
	Clerk Typist II	1	1	
	Administrative Officer	1	1	
	Fire Chief	1	1	
	First Deputy Chief	4	4	
		<hr/> 7	<hr/> 7	0
<b>Fire Bargaining Unit</b>				
	LT Fire Prevention Officer	2	2	
	Fire Marshal	1	1	
	Lt Fire Training Officer	1	1	
		<hr/> 4	<hr/> 4	0
<b>Fire Suppression</b>				
	Second Deputy Chief	4	4	
	Firefighter IV	87	87	
	Firefighter III	10	10	
	Firefighter II	0	0	
	Firefighter I	11	9	
	LT Fire Suppression Officer	4	4	
		<hr/> 116	<hr/> 114	-2

City of Reading  
Listing of Positions  
For the 2010 Operating Budget

<i>Division</i>	<i>Position Title</i>	<i>2009 # of Employees</i>	<i>2010 # of Employees</i>	<i>Difference</i>
<b>Fire EMS</b>				
	Deputy Chief/EMS Mgr	1	1	
	EMS Lieutenant	4	4	
	Paramedic	20	20	
	Transport Coordinator	1	1	
	Wheelchair Van Driver	3	3	
		<hr/> 29	<hr/> 29	0
<b>CD Planning</b>				
	Planner I	0	0	
	Planner III	1	1	
		<hr/> 1	<hr/> 1	0
<b>CD - Zoning</b>				
	Zoning Technician	1	1	
	Zoning Inspector	1	1	
	Zoning Officer	1	0	
		<hr/> 3	<hr/> 2	-1
<b>CD - Trades</b>				
	Secretary	1	1	
	Plumbing Inspector	1	1	
	Building Inspector	1	1	
	Electrical Inspector	1	1	
	HVAC Inspector	1	1	
		<hr/> 5	<hr/> 5	0
<b>CD - Administration</b>				
	CD Specialist II	1	0	
	Property Improvement Division Manager	1	0	
	CD/Hist Preserv Specialist	0	1	
	Zoning Administrator	1	1	
	Building Official	1	1	
		<hr/> 4	<hr/> 3	-1
<b>CD - HUD</b>				
	CD Specialist	2	1	
	CD Specialist I Monitoring	0	1	
	CD Specialist III	1	1	
	CD/Hist Preserv Specialist	1	0	
	Community Development Director	1	1	
	Confidential Secretary	1	1	
	Fiscal Officer	1	1	
	Rehab Specialist	1	1	
		<hr/> 8	<hr/> 7	-1
<b>Library Administration</b>				
	Director of Libraries	1	1	
	Assistant Director of Libraries	2	2	
		<hr/> 3	<hr/> 3	0
<b>Library - Circulation</b>				
	Librarian I	1	1	
	Librarian II	1	1	
	Librarian III	1	1	
	Library Technician II	3	0	
	Library Technician III	4	0	
		<hr/> 10	<hr/> 3	-7
<b>Library - Reference</b>				
	Bookmobile Operator	1	0	
	Head Custodian	1	0	

City of Reading  
Listing of Positions  
For the 2010 Operating Budget

<i>Division</i>	<i>Position Title</i>	<i>2009 # of Employees</i>	<i>2010 # of Employees</i>	<i>Difference</i>
	Librarian Tech II	1	0	
	Maintenance Worker II	1	0	
	Librarian II	4	4	
	Librarian III	1	1	
		<hr/> 9	<hr/> 5	-4
<b>Library - Children Services</b>				
	Librarian Technician III	1	0	
		<hr/> 1	<hr/> 0	-1
<b>Water Administration</b>				
	Foreman	1	1	
	Customer Service Rep.	2	2	
	GIS/CAD Technician	1	1	
	Engineering Aide III	1	1	
	Distribution Engineer	1	1	
		<hr/> 6	<hr/> 6	0
<b>Water Collection</b>				
	Equipment Operator I	1	1	
	Equipment Operator II	1	1	
	Equipment Operator III	1	1	
	Foreman	1	1	
	Maintenance Worker II	6	6	
	Superintendent	1	1	
		<hr/> 11	<hr/> 11	0
<b>Water Purification</b>				
	Centrifuge Operator I	1	0	
	Dewatering Technician	0	1	
	Lab Technician	1	1	
	Chief Operator	1	1	
	Clerk Typist II	1	1	
	Foreman	1	1	
	Lab Supervisor/Bact.	1	1	
	Maintenance Worker II	5	5	
	Tradesman	1	1	
	Water Plant Oper. I	0	0	
	Water Plant Oper. II	4	4	
		<hr/> 16	<hr/> 16	0
<b>Water Distribution</b>				
	Equipment Operator II	3	3	
	Field Investigator	3	3	
	Foreman	3	3	
	Foreman - Meter	1	1	
	Foreman - Mechanic	0	1	
	Foreman - Crew	1	0	
	Foreman - Main Crew	2	2	
	Foreman - Service Crew	2	2	
	Maintenance Mechanic II	1	1	
	Maintenance Worker II	9	8	
	Maintenance Worker III	5	6	
	Superintendent	1	1	
		<hr/> 31	<hr/> 31	0
<b>Self - Insurance</b>				
	Risk and Safety Coordinator	1	1	
	OCIP Coordinator	1	1	
		<hr/> 2	<hr/> 2	0

City of Reading  
Listing of Positions  
For the 2010 Operating Budget

<i>Division</i>	<i>Position Title</i>	<i>2009 # of Employees</i>	<i>2010 # of Employees</i>	<i>Difference</i>
<b>Sanitary Sewers</b>				
	System Superintendent	1	1	
	Foreman	2	2	
	Equip Op II	15	15	
	Maint Worker III	1	1	
	Engineer Aide IV	0	0	
	Engineer Aide III	1	1	
		<hr/>	<hr/>	
		20	20	0
<b>WWTP</b>				
	Maint Supv	1	1	
	Belt Press Op I	3	2	
	Belt Press Op II	0	1	
	Cert Oper/Shift Sup	6	6	
	Chemist	0	0	
	Operations Supv	1	1	
	Elec/Elect Field Eng	1	1	
	Elec/Inst Tech	1	1	
	Utilities Div Manager/Environ	1	1	
	Utility Engineer	1	1	
	Utility Clerk Typist	1	1	
	Env Prog Coord	1	1	
	Equip Op II	1	1	
	Lab Supv	1	1	
	Lab Tech	5	5	
	Maint Worker II (Mech)	3	3	
	Maint Worker III	4	4	
	Pump Tender (Fritz Is)	4	4	
	Secretary	1	1	
	Serv Utility Person	7	7	
	Sew Plant Op I (6th St.)	4	4	
	Sew Plant Op I (Fritz Is)	2	0	
	Sew Plant Op II (Fritz Is)	2	4	
	Superintendent	1	1	
	Tradesman (Elec)	2	2	
		<hr/>	<hr/>	
		54	54	0
<b>Recycling</b>				
	Solid Waste Supervisor	1	1	
	Clerk Typist II	1	1	
	Solid Waste Coordinator/Environmentalist	1	1	
		<hr/>	<hr/>	
		3	3	0
<b>Number of Full Time Employees</b>				
		<hr/>	<hr/>	
		739	687	-52

\*NOTE: (2) Criminal Investigator, (1) Patrol Captain and (2) Police Officer positions will become vacant in 2010 and will not be filled. The 2010 position listing currently includes these positions.