

<i>Tab</i>	<i>Action</i>	<i>Option</i>	<i>Version</i>
291	1	A	1

the management of these contracts - was previously managed by the auditors. However, this work is now shifting to the EA as this work is consistent with the EA job classification.

<i>Tab</i>	<i>Action</i>	<i>Option</i>	<i>Version</i>
291	1	A	1

Budget Action Transactions

Budget Action Title: Increase the half-time (0.5 FTE) Executive Assistant position in OCA to full-time (1.0 FTE). Add \$61,694 GSF to cover the cost of this increase.

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BCL or Revenue Source	Summit Code	Fund	Year	Revenue Amount	Expenditure Amount
1	Add appropriation increment and position authority to increase Office Manager position to full-time	Exec Asst - FT	1	1	AUD	Office of City Auditor	VG000	00100	2018		\$61,694
2	Abrogate existing part-time position, to increase Office Manager position to full-time	Exec Asst - PT	-1	-0.5	AUD	Office of City Auditor	VG000	00100	2018		\$0