

Career Service Rule Section 14-42 b) 3) provides that a request for consolidation or de-consolidation of appropriation accounts or appropriation sub-accounts may be initiated by appointing authorities, employees, or the Personnel Director and shall be determined by the Board only after interested parties have been given an opportunity to be heard. In addition to the normal notice required for public hearings under Career Service Rule 2-32 A, notice of this public hearing shall be posted so that employees affected by the consolidation or de-consolidation shall be given reasonable notice of the time, date, place and subject of the hearing (Career Service Rule 2-32 B. 1).

**PLEASE POST ON ALL BULLETIN BOARDS AS SOON  
AS POSSIBLE**

Public Hearing Notice - No. 407

A Career Service Board Public Hearing has been scheduled regarding **a request from the Department of Aviation to revise the department's consolidation codes.**

The scheduled time for the public hearing is **Thursday, January 21, 2010 at 9:15 a.m.**, in the **CSA Board Room, 4.F.6.**, Webb Municipal Building, 201 West Colfax Avenue.

If anyone wishes to be heard by the Board on this item, please contact Leon Duran at 720-913-5168 no later than 12:00 Noon on **Tuesday, January 19, 2010.**

If anyone wishes to submit written comments, please submit them **IN PERSON NO LATER THAN 12:00 NOON ON TUESDAY, JANUARY 19, 2010, TO:**

Pete Garritt  
HR Supervisor  
Career Service Authority  
201 West Colfax, 4<sup>th</sup> Floor  
Denver, Colorado

**BY MAIL TO BE RECEIVED NO LATER THAN NOON ON TUESDAY, JANUARY 19, 2010, ADDRESSED TO:**

Pete Garritt  
HR Supervisor  
Career Service Authority  
201 West Colfax, Department 412  
Denver, Colorado 80202

**BY FAX, TO BE RECEIVED NO LATER THAN NOON ON TUESDAY, JANUARY 19, 2010, TO: (720-913-5720)**

**OR BY E-MAIL TO BE RECEIVED NO LATER THAN NOON ON TUESDAY, JANUARY 19, 2010, TO: [Peter.Garritt@ci.denver.co.us](mailto:Peter.Garritt@ci.denver.co.us)**

If you would like to schedule a meeting with a member of Career Service Authority to discuss this proposal to revise DIA consolidation codes prior to the Public Hearing, please contact Dani Brown at 720-913-5610.



**DENVER**  
THE MILE HIGH CITY

January 7, 2010

Dear Career Service Board Members,

Section 14-42 b) 2) of the Career Service Rules permits the Career Service Board to divide an appropriation account into sub-accounts, based on the business functions demonstrated by the department or agency. Currently, the Department of Aviation (Denver International Airport) has a single appropriation account (73810-6000000).

The Department of Aviation is respectfully requesting that the Board de-consolidate the main appropriation account into the following sub-accounts:

- Operations;
- Maintenance;
- Planning and Development;
- Revenue and Business Development;
- Finance and Administration;
- Technologies;
- Public Relations and Marketing;
- Executive Office;
- Support Services including the functions of Kronos Administration, Purchasing/Procurement, Risk Management, Contract Administration; and
- Employee Services including the functions of Human Resources, Wellness, Organizational Effectiveness, Training.

In preparation for the implementation of the shared services process, the purpose of this proposed de-consolidation is to create separate departments that contain related functions and isolate those functions from less related functions.

The de-consolidation will bring the Department of Aviation into alignment with other city agencies which have already transitioned from single consolidated codes.

I have attached a functional organizational chart reflecting this proposed de-consolidation.

Thank you for your consideration in this matter.

Sincerely,

Kim Day  
Manager of Aviation

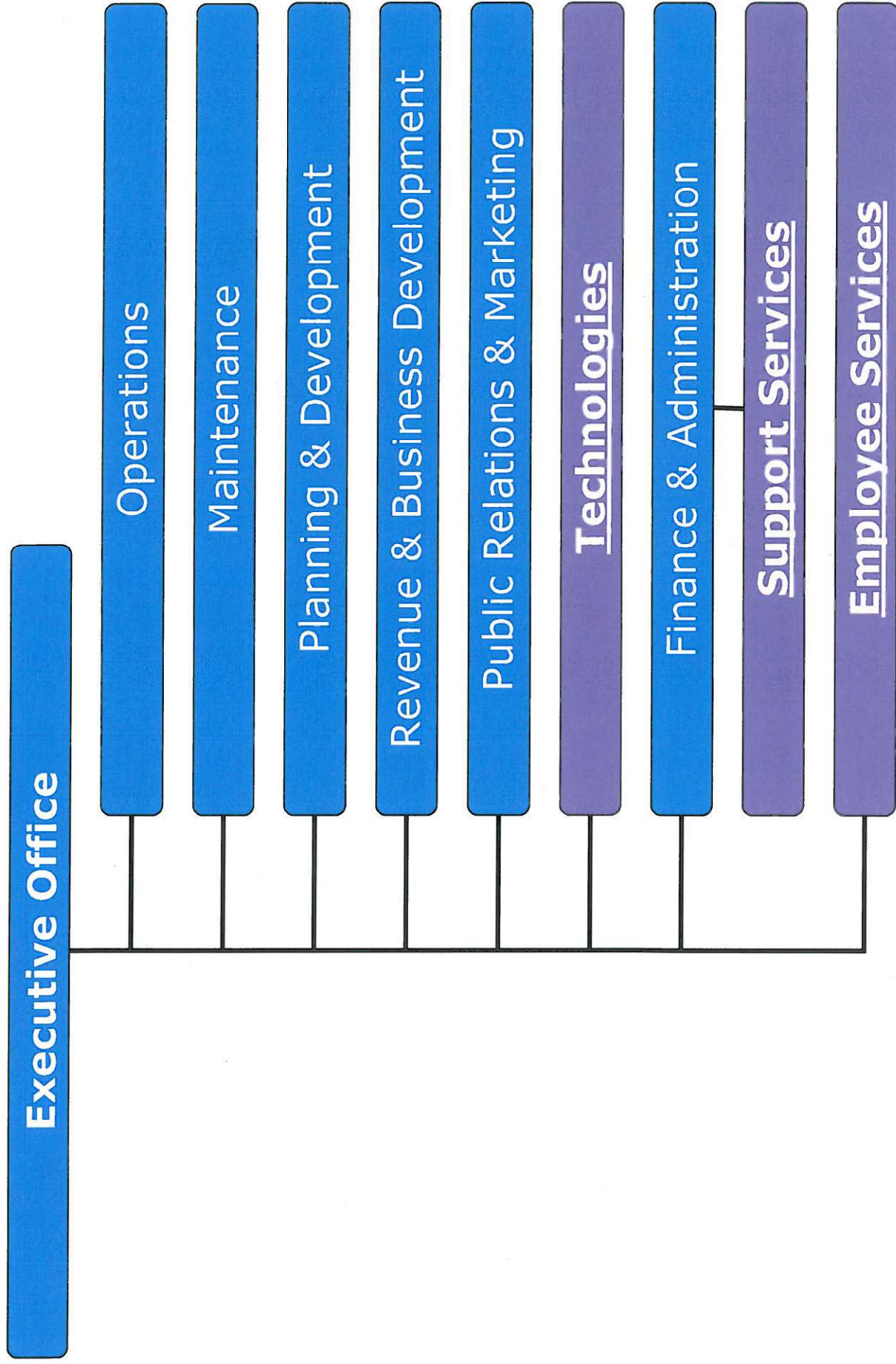


**DENVER**  
**INTERNATIONAL**  
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# Department of Aviation De-consolidation Organizational Chart



Note: Purple denotes divisions subject to Shared Services