

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. 412

A Career Service Board Public Hearing has been scheduled regarding the **proposed de-consolidation of the Office of the Controller's lay-off unit.**

The scheduled time for the public hearing is **Thursday, July 1, 2010 at 5:00 p.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, June 29, 2010.**

If anyone wishes to submit written comments, please submit them

**IN PERSON NO LATER THAN 12:00 NOON ON  
TUESDAY, JUNE 29, 2010, TO:**

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

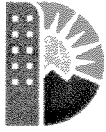
**BY MAIL TO BE RECEIVED NO LATER THAN NOON ON  
TUESDAY, JUNE 29, 2010, ADDRESSED TO:**

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,  
JUNE 29, 2010 TO: (720-913-5720)**

**OR BY E-MAIL TO BE RECEIVED NO LATER THAN NOON ON  
TUESDAY, JUNE 29, 2010 TO: [Peter.Garritt@denvergov.org](mailto:Peter.Garritt@denvergov.org)**

If you would like to schedule a meeting with a member of Career Service Authority to discuss this proposed appropriation account de-consolidation prior to the Public Hearing, please contact Pete Garritt at 720-913-5671.



**DENVER**  
THE MILE HIGH CITY

JOHN W. HICKENLOOPER  
Mayor

**DEPARTMENT OF FINANCE**

CLAUDE PUMILIA  
CHIEF FINANCIAL OFFICER

201 W. Colfax Avenue, Dept 1010  
Denver, CO 80202  
p: (720) 913-1514  
f: (720) 913-5599  
[www.denvergov.org/finance](http://www.denvergov.org/finance)

June 8, 2010

Career Service Board  
201 W. Colfax Avenue  
Denver, Colorado 80202

Dear Board Members,

The Department of Finance, Office of the Controller is requesting the deconsolidation of its layoff units.

The Office of the Controller is organized by function and requests to consolidate accordingly. Currently there is one layoff unit for all activities/functions within the Controller's Office.

The Agency is broken out into 6 separate functions/units, 3 of which provide a service to one or more agencies and the agencies are billed for these unique services. Therefore, I am requesting to keep these three units in separate layoff units.

Layoff Unit 1

0121510 – Administration – Responsible for the administration of the Agency.

0121520 – Financial Reporting & Analysis – Responsible for city's financial statements, internal controls and PeopleSoft Financial system.

0121530 – Accounting Division – Responsible for the City's ledgers and books, maintains the city's financial records and the County property tax roll.



**DENVER**  
THE MILE HIGH CITY

Layoff Unit 2

0121540 – Payroll – Shared Service that manages the City’s Payroll for all agencies.

Layoff Unit 3


0121550 – Accounting Services – Provides accounting services currently for the Department of Finance and Department of General Services.

Layoff Unit 4

0121560 – Accounts Payable Service – This is a new Shared Service that will provide the City’s accounts payable for all agencies. The posting for the majority of these positions will occur at the end of June.

Thank you for your consideration in this matter.

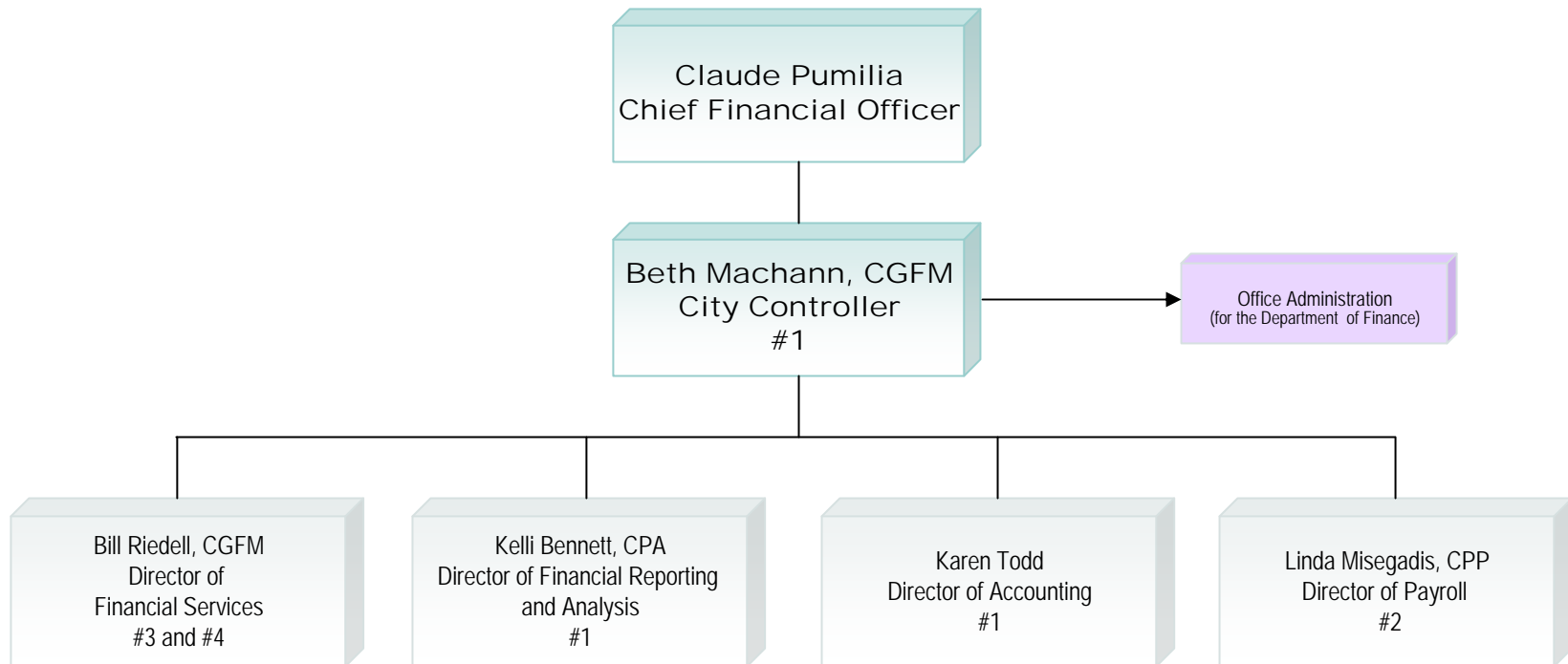
Sincerely,

  
Claude Pumilia III  
Manager of Finance

Attachment: Organization Charts

# Office of the Controller

Organizational Chart – 5/1/2010

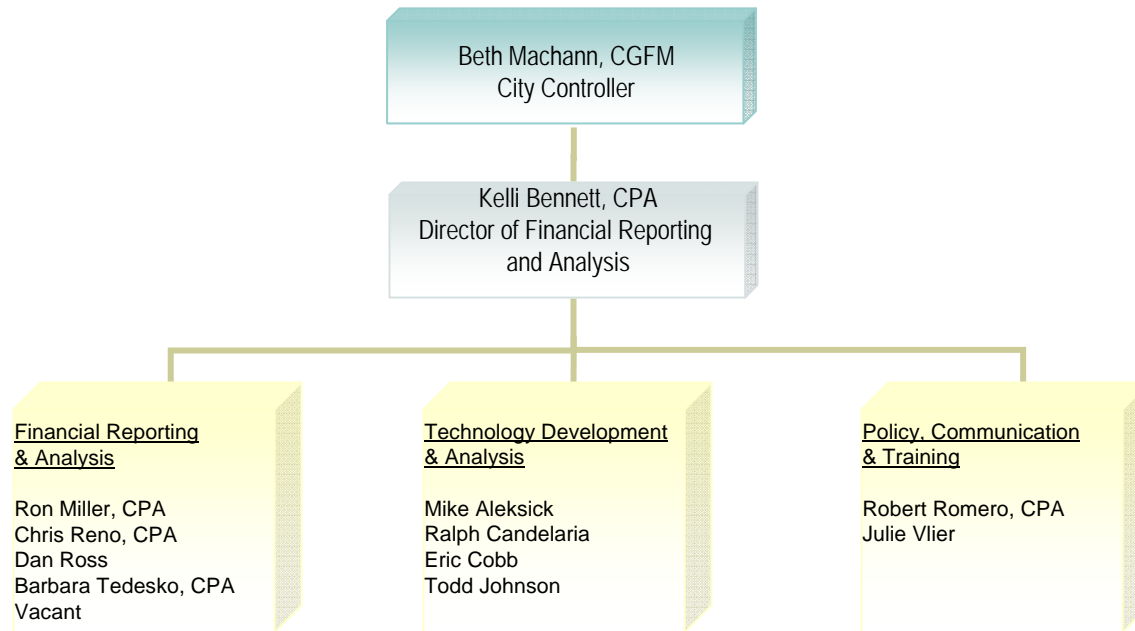


# Office of the Controller

## Organizational Chart

Financial Reporting and Analysis Division – 12 FTE's (0121520 Layoff Unit 1)

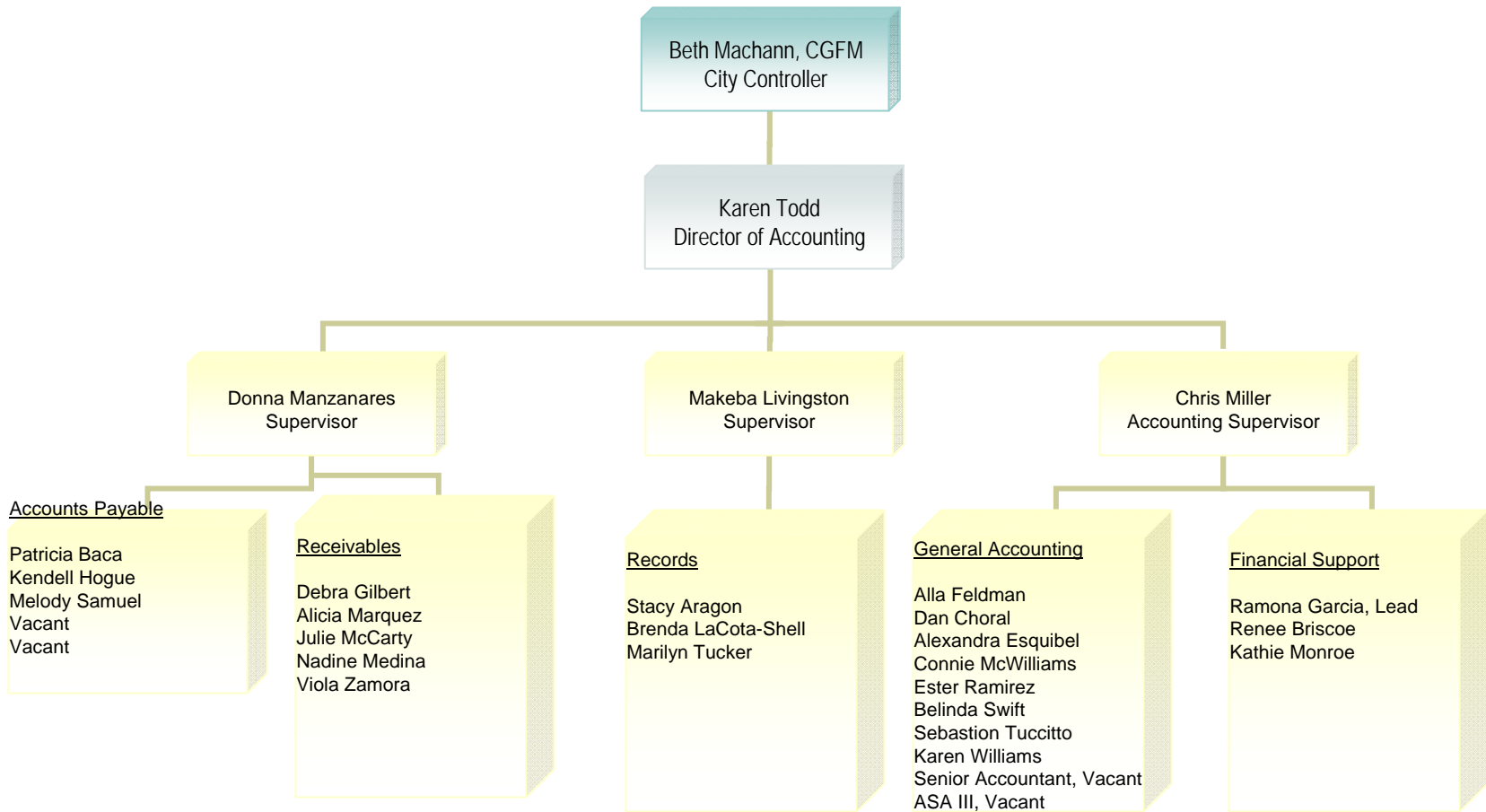
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# Office of the Controller

## Organizational Chart

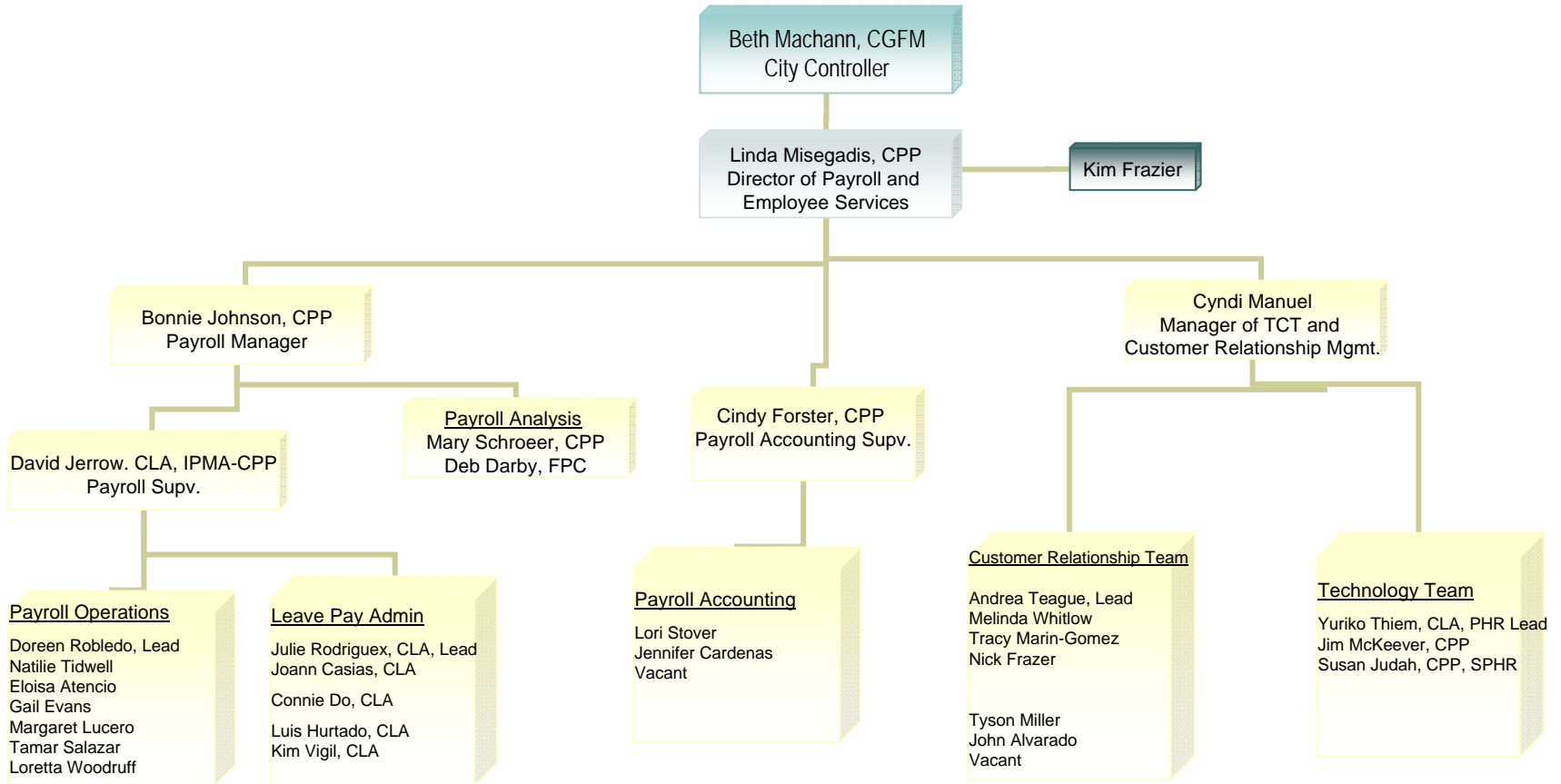
Accounting Division - 25 FTE (0121530 Layoff Unit 1)



# Office of the Controller

## Organizational Chart

Payroll Division – 33 FTE (0121540 Layoff Unit 2)



# Office of the Controller

## Organizational Chart Financial Services Division – 17 FTE

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