

Ref: CC File No. 080926  
08025

**ACTION TAKEN ON VACANCY REQUESTS  
BY THE COMMITTEE ON FINANCE AND PERSONNEL**

DATE: December 10, 2008

TIME: 9:00 A.M.

PLACE: Committee Room 301-B  
City Hall

SCHEDULE A: Vacancy Requests

SCHEDULE B: Fund Transfers

SCHEDULE A - VACANCY REQUESTS

Finance & Personnel Committee Meeting: December 10, 2008

Vacancies listed were approved by Finance & Personnel unless otherwise indicated.

I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
	<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>			
	<u>COMMON COUNCIL-CITY CLERK</u>			
8565	Code Information Specialist	540	1/1/09	
8566	Staff Assistant	6	3/28/08	
8567	Customer Service Representative II	435	8/16/08	
8568-70	License Specialist	455	TBD	
	<u>COMPTROLLER</u>			
8517	Administrative Assistant II	445	4/7/07	
	<u>DEPT. OF EMPLOYEE RELATIONS</u>			
8518-34	Auxiliary Resource Program (17 positions)	NA	NA	
	<u>FIRE DEPARTMENT</u>			
8535	Battalion Chief	863	12/8/08	
8536	Fire Captain	857	12/28/08	
8537	Fire Lieutenant	856	12/28/08	
8538	Heavy Equipment Operator	853	12/28/08	
	<u>HEALTH DEPARTMENT</u>			
8539	Public Health Nurse	666	12/3/08	
	<u>LIBRARY</u>			
8541	Building Maintenance Supervisor	5	5/31/08	
8542	Library Services Assistant	504	1/13/08	
8250	Library Reference Assistant	504	5/31/08	
	<u>NEIGHBORHOOD SERVICES</u>			
8544	Code Enforcement Inspector II	541	5/4/08	
8545	Office Assistant II (0.5 FTE)	410	9/7/08	
	<u>POLICE DEPARTMENT</u>			
8546	Captain of Police	839	5/18/08	
8547	Building Maintenance Supervisor II	5	12/6/08	
8548	Lead Police Telecommunicator	440	7/27/08	
	<u>DPW-ADMINISTRATIVE SERVICES</u>			
8561	Administrative Services Director	16	12/21/08	
	<u>DPW-INFRASTRUCTURE SERVICES</u>			
8562	Engineering Drafting Technician II	602	9/21/08	
	<u>DPW-OPERATIONS DIVISION</u>			
8549	Urban Forestry Manager	7	9/6/08	
8552	Fleet Repair Supervisor II	5	11/16/08	
8553-55	Sanitation Supervisor (3 positions)	4	12/5/08	
			11/21/08	
			1/25/08	
8571	Urban Forestry Crew Leader	282	9/7/08	
	<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>			
	<u>HEALTH DEPARTMENT</u>			
8556	Public Health Nurse - EFM	666	12/13/08	
	<u>LIBRARY</u>			
8557	Library Services Assistant	504	12/29/08	
	<u>DPW-WATER WORKS</u>			
8563	Water Treatment Plant Operator	252	11/30/08	
8564	Office Assistant IV	445	11/26/08	

## BMA 30 SCHEDULE B - FUND TRANSFERS AND/OR EQUIPMENT REQUESTS

Fund transfers listed were approved by the  
Finance and Personnel Committee.

Finance and Personnel Meeting: December 10, 2008

Department Account Name	Amount of Transfer		Reason
	From	To	
<u>ELECTION COMMISSION</u> Salaries Operating Expenditures	\$272,000	\$272,000	Funds previously budgeted for temporary employee salaries instead used to fund a vendor for timely data entry. Additional transfers from salaries will be required once the year-end salary projections become more certain.
<u>PARKING FUND</u> Debt Service Operating Expenditures	\$200,000	\$200,000	The unpaid parking citation balance required for TRIP (Tax Revenue Intercept Program) certification was lowered to \$45 resulting in a one time increase in 2008 TRIP revenues. Due to an increase in revenue collected, the fee expenditures related to secondary parking collections have also increased and are 38% higher than this time last year.

## SCHEDULE C - GENERAL MATTERS

## 1. Miscellaneous matters