Ref: CC File No. 040736

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

DATE: November 17, 2004

TIME: 9:00 A.M.

PLACE: Committee Room 301-B

SCHEDULE A: Vacancy Requests

SCHEDULE B: Fund Transfers

SCHEDULE D: Fund Transfers

Finance & Personnel Committee Meeting: November 17, 2004

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

PROPERTY TAX LEVY SUPPORTED POSITIONS	I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
DEPT_OF_CITY_DEVELOPMENT Economic Development Spec. 6					
4517 Economic Development Spec. 6 10/1/04		PROPERTY TAX LEVY SUPPORTED POSITIONS	<u>S</u> I		
4517 Economic Development Spec. 6 10/1/04		DEPT. OF CITY DEVELOPMENT			
4518	4517		6	10/1/04	
4518		001107701150			
HEALTH DEPARTMENT	<i>1</i> 518	'	460	12/18/04	
4298	4010	Oity Fayron Assistant	400	12/10/04	
4539					
4540-41 Public Health Nurse (2 positions) 11/3/04 4542-43 Accounting Assistant II 445 10/7/04 4542-43 Accounting Assistant II 4410 11/6/04 POLICE DEPARTMENT					
11/9/04 Accounting Assistant II					
Accounting Assistant II	4540-41		666		
A544	4540.40		445		
POLICE DEPARTMENT					
Police Aide	4544	Office Assistant II	410	11/6/04	
Police Aide		POLICE DEPARTMENT			
DEPT. OF PUBLIC WORKS INFRASTRUCTURE SERVICES Engineering Drafting Tech.	4527-31		480	NA	
NFRASTRUCTURE SERVICES Engineering Drafting Tech. 602 4/13/04 7/20/04 4521		(5 positions)			
NFRASTRUCTURE SERVICES Engineering Drafting Tech. 602 4/13/04 7/20/04 4521					
4519-20					
C2 positions	4-40.00			4440404	
A521	4519-20		602		
A522 Carpenter Supervisor 991 10/9/04	4504		070		
NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants) DEPT. OF CITY DEVELOPMENT					
DEPT. OF CITY DEVELOPMENT Lead Housing Maint. Mech. 255 8/28/04 4533-35	4322	Carpenter Supervisor	991	10/9/04	
4532		NON-PROPERTY TAX LEVY SUPPORTED POSITION	S (Enterprise	Funds, Grants)	
4532		DEDT OF CITY DEVELOPMENT			
4533-35 Building Maint. Mech. II	4500		055	0/00/04	
12/19/04 7/31/04 4536 Custodial Wkr II/City Laborer 215 4/1/04					
4536 Custodial Wkr II/City Laborer 215 7/31/04 EMPLOYES' RETIREMENT SYSTEM Office Assistant III 425 11/6/04 4526 Office Assistant II 410 TBD HEALTH DEPARTMENT Radiological Technologist-Mamm. 545 10/23/04 4546 Office Assistant II 410 10/30/04 DEPT. OF PUBLIC WORKS SEWER MAINTENANCE FUND Office Assistant II 410 10/23/04 WATER WORKS Water Meter Investigator 360 12/31/04	4533-35		248		
4536 Custodial Wkr II/City Laborer 215 4/1/04		(3 positions)			
EMPLOYES' RETIREMENT SYSTEM	4526	Custodial Wkr II/City Laborar	215		
4524 Office Assistant III 425 11/6/04 4526 Office Assistant II 410 TBD HEALTH DEPARTMENT 4545 Radiological Technologist-Mamm. 545 10/23/04 4546 Office Assistant II 410 10/30/04 DEPT. OF PUBLIC WORKS SEWER MAINTENANCE FUND 410 10/23/04 4525 Office Assistant II 410 10/23/04 WATER WORKS Water Meter Investigator 360 12/31/04	4550	Custodiai WKi II/Oity Laborei	213	4/1/04	
4526 Office Assistant II		EMPLOYES' RETIREMENT SYSTEM			
HEALTH DEPARTMENT	4524	Office Assistant III	425	11/6/04	
A545	4526	Office Assistant II	410	TBD	
A545		HEALTH DEDADTMENT			
4546 Office Assistant II	1515		5/15	10/23/04	
DEPT. OF PUBLIC WORKS					
SEWER MAINTENANCE FUND 410 10/23/04	7,540	Onice Assistant II	410	10/30/04	
SEWER MAINTENANCE FUND 410 10/23/04		DEPT. OF PUBLIC WORKS			
WATER WORKS 4537 Water Meter Investigator 360 12/31/04		SEWER MAINTENANCE FUND			
4537 Water Meter Investigator 360 12/31/04	4525	Office Assistant II	410	10/23/04	
4537 Water Meter Investigator 360 12/31/04		WATER WORKS			
	1537		360	12/21/04	
1 1 1 1				_,_0,07	

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

Finance and Personnel Meeting: November 17, 2004

Department	Amount of Transfer		
Account Name	From	То	Reason
DEPT. OF EMPLOYEE RELATIONS Claims Dental Insurance Health Maint. Org. (HMO)	\$2,224,000.00 \$340,000.00	\$2,564,000.00	Funding of \$2.2 million in the claims account was carried over for HMO funding but discussion regarding accrual in the claims postponed a transfer at the time of carryover. The Dental account has \$110,000 extra because of carryover from 2003 to 2004. The account also has about another \$110,000 because the same estimate was used for 2004 as was used in 2003. Finally, there are 300 less employees enrolled in the dental plan in 2004 then in 2003.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous matters

BMA 30 SCHEDULE D - FUND TRANSFERS AND/OR EQUIPMENT REQUESTS

Finance and Personnel Meeting: November 17, 2004

Department Account Name	Amount of Transfer From To		Reason
DPW INFRASTRUCTURE SEWER MAINTENANCE Indirect Account SM495040001	\$150,000.00	\$150,000.00	The additional appropriation of \$25,000.00 and the 10% appropriation is needed to cover the cost of preliminary engineering. Also additional year end expenditures are likely to occur.