

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

DATE: September 20, 2006
TIME: 9:00 A.M.
PLACE: Committee Room 301-B
SCHEDULE A: Vacancy Requests
SCHEDULE B: Fund Transfers
SCHEDULE C: Miscellaneous Matters
SCHEDULE D: Vacancy Request

SCHEDULE A - VACANCY REQUESTS

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

Finance & Personnel Committee Meeting: September 20, 2006

| I.D. No. | Department and Position | Pay Range | Date Vacant | Committee Action |
|---------------------------------------------------|-----------------------------------|-----------|-------------------|------------------|
| <u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u> | | | | |
| <u>DEPT. OF ADMINISTRATION</u> | | | | |
| <u>BUSINESS OPERATIONS</u> | | | | |
| 6538 | Purchasing Agent Senior | 4 | 8/29/06 | |
| <u>INFORMATION TECHNOLOGY MANAGEMENT DIVISION</u> | | | | |
| 6539 | Operations Analyst | 595 | 8/12/06 | |
| <u>COMMON COUNCIL-CITY CLERK</u> | | | | |
| 6549 | Legislative Fiscal Analyst Lead | 7 | TBD | |
| <u>FIRE DEPARTMENT</u> | | | | |
| 6563 | Fire Lieutenant | 856 | 10/22/06 | |
| 6564 | Heavy Equipment Operator | 853 | 1/21/06 | |
| 6565 | Carpenter | 986 | 8/27/06 | |
| <u>HEALTH DEPARTMENT</u> | | | | |
| 6568 | Office Supervisor II | 2 | 9/23/06 | |
| 6569 | Public Health Nurse | 666 | 9/23/06 | |
| 6331 | Graphics Designer II | 535 | 3/23/06 | |
| <u>LIBRARY</u> | | | | |
| 6573 | Librarian V | 9 | 9/6/06 | |
| <u>MUNICIPAL COURT</u> | | | | |
| 6540 | Accounting Assistant III | 460 | 8/25/06 | |
| <u>NEIGHBORHOOD SERVICES</u> | | | | |
| 6541 | Code Enforcement Inspector II | 541 | 2/11/06 | |
| 6542 | Environmental Hygienist | 555 | 9/10/06 | |
| <u>POLICE DEPARTMENT</u> | | | | |
| 6574-6617 & 6628-49 | Police Officer (66 positions) | 801 | NA | |
| 6618 | Systems Analyst Sr. | 8 | 2/27/04 | |
| 6619 | Data Communications Specialist | 7 | 6/7/99 | |
| 6620 | Data Entry Operator II | 405 | 6/19/06 | |
| 6621 | Office Assistant IV | 445 | 4/13/03 | |
| 6622 | Office Assistant III | 425 | 8/27/06 | |
| 6623-25 | Office Assistant II (3 positions) | 410 | 9/2/06 8/27/06 | |
| 6626 | Garage Attendant | 220 | 8/3/06 9/11/06 | |
| 6650-52 | Police Telecommunicator | 425 | NA | |
| <u>DEPT. OF PUBLIC WORKS</u> | | | | |
| <u>INFRASTRUCTURE SERVICES</u> | | | | |
| 6551 | Electrical Mechanic | 978 | 9/9/06 | |
| 6552 | Electrical Worker | 974 | 8/14/06 | |
| 6553 | Communication Assistant II | 435 | 1/2/06 | |

SCHEDULE A - VACANCY REQUESTS

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

Finance & Personnel Committee Meeting: September 20, 2006

| I.D. No. | Department and Position | Pay Range | Date Vacant | Committee Action |
|----------|-----------------------------------------------------------------------------|-----------|--------------------------------------------|------------------|
| | <u>OPERATIONS DIVISION</u> | | | |
| 6543 | Vehicle Service Tech.-Heavy | 260 | NA | |
| 6545 | Urban Forestry Manager | 7 | 3/2/05 | |
| 6550 | Garage Custodian | 240 | 8/5/06 | |
| | <u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u> | | | |
| | <u>DEPT. OF ADMINISTRATION</u> | | | |
| | <u>COMMUNITY DEVELOPMENT GRANTS ADMIN.</u> | | | |
| 6537 | Grant Monitor | 6 | 8/12/06 | |
| | <u>DEPT. OF CITY DEVELOPMENT</u> | | | |
| 6566 | Office Assistant IV | 445 | 7/29/06 | |
| 6567 | Office Assistant III | 425 | 7/21/06 | |
| | <u>EMPLOYEES' RETIREMENT SYSTEM</u> | | | |
| 6546 | Records Tech. II | 410 | 8/5/06 | |
| | <u>HEALTH DEPARTMENT</u> | | | |
| 6570 | Public Health Nurse | 666 | 9/23/06 | |
| 6571-72 | Public Health Nurse (2 positions) | 666 | 9/9/06 8/26/06 | |
| | <u>POLICE DEPARTMENT</u> | | | |
| 6627 | Administrative Lieutenant of Police | 836 | 9/11/06 | |
| | <u>DEPT. OF PUBLIC WORKS</u> | | | |
| | <u>PARKING FUND</u> | | | |
| 6547 | Office Assistant III | 425 | 7/15/06 | |
| | <u>DEPT. OF PUBLIC WORKS</u> | | | |
| | <u>SEWER MAINTENANCE FUND</u> | | | |
| 6548 | Sewer Field Investigator | 250 | 7/23/05 | |
| | <u>WATER WORKS</u> | | | |
| 6554 | Security Manager | 6 | NA | |
| 6555 | Field Investigator | 254 | 8/26/06 | |
| 6556-59 | Water Distr. Repair Worker I (4 pos.) | 235 | 1/29/05 10/10/05 10/1/05 10/22/05 | |

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

Fund Transfers listed below have been approved by Finance & Personnel.

Finance and Personnel Meeting: September 20, 2006

| Department Account Name | Amount of Transfer | | Reason |
|-------------------------------------------------------------------------------------------|--------------------|--------------|---------------------------------------------------------------------------------------|
| | From | To | |
| DEPT. OF EMPLOYEE RELATIONS Health Maintenance Org. Health Care Administrative Exp. | \$180,000.00 | \$180,000.00 | To cover additional administrative fees of the new basic plan administrator for 2006. |

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous matters

Finance & Personnel Committee Meeting: September 20, 2006

| I.D. No. | Department and Position | Pay Range | Date Vacant | Committee Action |
|-------------|---------------------------------------------------------------------------------------------------|--------------|----------------|------------------|
| 6153 | <u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u> <u>FIRE DEPARTMENT</u> Office Assistant II | 410 | 4/24/06 | Held |