

Ref: CC File No. 111409
12025

**ACTION TAKEN ON VACANCY REQUESTS AND/OR FUND TRANSFERS
BY THE COMMITTEE ON FINANCE AND PERSONNEL**

DATE: February 23, 2012

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: February 23, 2012

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>ASSESSOR</u>			
12105	Office Assistant III	530	1/1/12	
	<u>COMMON COUNCIL-CITY CLERK</u>			
12106	Public Relations Supervisor	1C	2/29/12	
	<u>CITY TREASURER</u>			
12107	Accounting Assistant I	6G	3/3/12	
	<u>FIRE DEPARTMENT</u>			
12108	Program Assistant II	5F	NA	
	<u>LIBRARY</u>			
12109	Librarian III	557	1/8/12	
	<u>DEPT. OF NEIGHBORHOOD SERVICES</u>			
12110	Building Construction Inspector II	3Q	1/22/12	
12111-13	Spec. Enforce. Inspector (3 positions)	572	2/5/12 2/19/12 2/5/12	
	<u>POLICE DEPARTMENT</u>			
12114-15	Inspector of Police (2 positions)	12	NA	
12116-17	Deputy Inspector of Police (2 pos.)	842	NA	
12118-20	Captain of Police (3 positions)	839	NA	
12121-30	Police Telecommunicator (Reg) (10 pos.)	425	11/29/11 12/9/11 12/28/11 12/29/11	
	<u>DPW-ADMINISTRATIVE SERVICES</u>			
110469	Human Resources Assistant	550	2/12/12	
	<u>DPW-INFRASTRUCTURE SERVICES</u>			
12131	Street Operations Supervisor	5	2/2/10	
12059-60	Carpenter (2 positions)	986	11/30/10 10/30/10	
12062-63	Custodial Wrkr II-City Laborer (2 pos.)	215	1/1/11 10/15/11	
	<u>DPW-OPERATIONS DIVISION</u>			
12132	Communication Assistant III	445	1/22/12	
110499	Program Assistant I	460	1/26/10	
	<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>			
	<u>LIBRARY</u>			
12134	Librarian II	544	9/20/10	

SCHEDULE A - VACANCY REQUESTS

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indicated.

I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
12135-36	<u>DEPT. OF NEIGHBORHOOD SERVICES</u> Spec. Enforcement Inspector (2 pos.)	572	2/5/12 2/5/12	
12137	<u>DPW-WATER WORKS</u> Water Chemist II	542	2/6/12	
12138	Accounting Assistant III	460	2/4/12	
12139	Customer Service Representative III	445	2/18/12	

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: February 23, 2012

Department Account Name	Amount of Transfer		Reason
	From	To	
<u>CITY TREASURER</u> 2011 Operating 2011 Salaries & Wages	\$25,932	\$25,932	Unanticipated early retirements resulted in unfunded vacation buyouts and terminal leave payments. Operating funds are available due to armored car services, banking services, mailing and postage expenses coming in under budget.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous Matters