

**AGENDA OF ITEMS TO BE CONSIDERED  
BY THE COMMITTEE ON FINANCE AND PERSONNEL**

DATE: October 26, 2011

TIME: 9:00 A.M.

PLACE: Committee Room 301-B  
City Hall

SCHEDULE A: Vacancy Requests

SCHEDULE B: Fund Transfers

SCHEDULE A - VACANCY REQUESTS

CSC-Status - Under Civil Service  
Unless Noted as Exempt (E)

Finance & Personnel Committee Meeting: October 26, 2011

Funding Source - 100% Operating  
Budget Unless Otherwise Indicated

I.D. No.	Department and Position	Pay Range	Date Vacant	Number of Positions With Same Title					CSC Status and/or Funding Source	Int/Ext Fill	Code
				Authorized	Filled excl. this pos.	Recomm. Authorization	Vac. Prev. Appr.	Other Vac.			
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>											
<u>ASSESSOR</u>											
110457	Property Assessment Technician	530	8/5/11	1	0	1	0	0		Int/Ext	x-3
<u>HEALTH DEPARTMENT</u>											
110458	Administrative Assistant IV	550	6/15/10	1	0	1	0	0		Int/Ext	x-2b
110459	Program Assistant I	460		2	1	1	0	0		Int	x-2b
110460	Accounting Assistant II	445	12/2/11	5	4	1	0	0		Int/Ext	x-2b
<u>LIBRARY</u>											
110461-62	Library Reference Asst. (2 positions)	504	12/31/10 8/19/10	17	15	2	2	0		Ext	x-2b
110463	Library Youth Educator	592	8/3/11	6	5	1	0	0		Ext	x-2b
<u>POLICE</u>											
110464	Office Assistant III	425	12/12/10	26	23	1	0	2		Int	x-3
<u>DPW-OPERATIONS DIVISION</u>											
110465	Communication Assistant III	445	10/29/11	2	1	1	0	0		Int/Ext	x -b
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>EMPLOYES' RETIREMENT SYSTEM</u>											
110467	ERS Functional Applications Manager	11	NA	1	0	1	0	0	Pension Trust	Ext	x-6
110470	Office Assistant III	425	4/3/2011	2	0	1	0	1	Pension Trust	Int/Ext	x-6
<u>DPW-WATER WORKS</u>											
110468	Water Distribution Repair Worker II	252	11/9/11	26	20	1	2	3	Water Works	Int	x-6

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

Finance and Personnel Meeting: October 26, 2011

Department Account Name	Amount of Transfer		Reason
	From	To	
DEPT. OF CITY DEVELOPMENT Economic Development Marketing Salaries	\$40,000.00	\$40,000.00	Final 2011 CDBG budgets were not finalized until mid 2011 due to the federal government not passing a final budget. The resulting federal budget reduced funding for CDBG programs by approximately 10%. DCD has held back expenditures to ensure there are available funds in the Economic Development Marketing Special Fund for transfer to cover reductions in grant salaries.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous Matters