

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

DATE: December 16, 2009

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 16, 2009

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

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>DEPT. OF EMPLOYEE RELATIONS</u>											
9534	Human Resources Analyst-Sr.	5	4/4/09	1	0	1	0	0		Int	x-3
9536	Administrative Services Assistant	460	1/3/10	1	0	1	0	0		Int	x-3
<u>HEALTH DEPARTMENT</u>											
9537-38	Public Health Nurse (2 positions)	666	NA 12/25/09	54	52	2	0	0		Int	x-1
9539	Env. Disease Control Spec. (0.5 position)	547	7/28/09	2	1	1	0	0		Int/Ext	x-2b
<u>LIBRARY</u>											
9540	Library Services Assistant	504	12/16/09	14	10	1	3	0		Int/Ext	x-2b
9546	Copy Cataloging Technician II	446	1/23/10	6	5	1	0	0		Int	x-2b
9552	Librarian III	557	2/1/10	45	42	1	0	2		Int	x-2b
9553	Librarian III	557	2/10/10	45	42	1	0	2		Int/Ext	x-2b
9138	Custodial Worker II-City Laborer	215	2/22/09	28	27	1	0	0		Ext	x-2b
9159	Custodial Worker II-City Laborer	215	3/29/09	28	25	1	0	2		Int/Ext	x-2b
<u>MUNICIPAL COURT</u>											
9541	Municipal Court Clerk I	540	1/5/10	8	7	1	0	0		Int	x-2b
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>											
9554	Building Codes Enforcement Supervisor	7	6/1/09	6	5	1	0	0		Int	x-2b
<u>POLICE DEPARTMENT</u>											
9581	Captain of Police	839	8/19/09	24	20	1	0	3		Int	x-1
9583	Inspector of Police	12	NA	2	1	1	0	0		Int	x-1
9584	Deputy Inspector of Police	842	NA	4	3	1	0	0		Int	x-1
<u>DPW-INFRASTRUCTURE SERVICES</u>											
9555	Civil Engineer III	628	8/15/09	12	10	1	1	0	50% capital	Int/Ext	x-2b
9585-86	Civil Engineer II (2 positions)	626	12/14/09	12	9	2	0	1	85% capital	Ext	x-2b
9587	Management & Acct. Officer	6	1/16/10	2	1	1	0	0	85% capital	Int	x-2b
9556	Bridge Operator Supervisor	5	6/21/09	1	0	1	0	0	70% reimbursable	Int	x-1
9557	Street Operations Supervisor	5	2/4/10	3	2	1	0	0	15% capital	Int	x-2b
9558	Inventory Manager	4	12/27/08	1	0	1	0	0	95% reimbursable	Int	x-2b
9563	Bridge Operator Leadworker	704	8/9/09	5	4	1	0	0		Int	x-1
9565-70	Engineering Technician II (6 positions)	602	6/28/09 6/17/09 2/20/09 1/2/08 7/7/07 6/16/07	11	5	6	0	0	85% capital	Int/Ext	x-2b
9572-75	Electrical Mechanic (4 positions)	978	5/20/08 1/27/09 1/2/10 1/9/10	61	57	4	0	0	42% capital & reimb.	Int/Ext	x-2b
9576	Electrical Worker	974	9/8/09	28	27	1	0	0	38% capital; 25% reimb.	Int	x-2b
9578	Machinist II	698	8/30/09	1	0	1	0	0	10% capital; 20% reimb.	Int	x-2b
9579-80	Street Repair Supervisor (2 positions)	4	1/6/10 1/6/10	5	3	2	0	0	10% capital	Int	x-2b

SCHEDULE A - VACANCY REQUESTS

Finance & Personnel Committee Meeting: December 16, 2009

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

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>DPW-OPERATIONS DIVISION</u>											
9542	Urban Forestry Technician	560	11/29/09	6	5	1	0	0		Int	x-2a
9543	Garage Custodian	240	7/12/08	3	2	1	0	0		Int/Ext	x-2b
9544	Office Assistant IV	445	2/26/09	3	2	1	0	0		Int	x-2b
9517	Maintenance Technician II	258	5/2/09	6	5	1	0	0		Int/Ext	x-2b
9582	Custodial Worker III	230	1/3/09	4	3	1	0	0		Int/Ext	x-2b
9291	Vehicle Service Technician-Heavy	260	6/13/09	33	30	1	0	2		Int/Ext	x-2b
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>HEALTH DEPARTMENT</u>											
9545	Home Environmental Health Manager	9	11/14/09	1	0	1	0	0	Lead Poisoning Prev.	Int	x-6
<u>DPW-SEWER MAINT. FUND</u>											
9547	Office Assistant II	410	1/17/07	1	0	1	0	0	Sewer Maint. Fund	Ext	x-6
<u>DPW-WATER WORKS</u>											
9548	Sr. Water Treatment Plant Operator	291	1/2/10	24	22	1	0	1	Water Works	Int	x-6
9549	Accountant III	6	8/30/08	3	2	1	0	0	Water Works	Int-Ext	x-6
9550	Meter Reader - Commercial	360	1/3/10	3	2	1	0	0	Water Works	Int	x-6

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

Finance and Personnel Meeting: December 16, 2009

Department Account Name	Amount of Transfer		Reason
	From	To	
<u>DEPT. OF PUBLIC WORKS</u> <u>PARKING FUND</u> 1000 N. Water Parking Structure Repair Tow Lot Facility Expansion	\$98,526.61	\$98,526.61	Funds to provide for construction contingencies and non-bid related construction costs from 2009 such as project administration/design and phone security and data recording upgrades.
<u>SEWER MAINTENANCE FUND</u> I&I Reduction Parent Account Pump Facility Project	\$37,000.00	\$37,000.00	Bids for pump projects were higher than budget. Funding for by-pass pump facility replacements is critical to reduce the risk of sewer back-ups.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous matters