

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

DATE: September 21, 2005

TIME: 9:00 A.M.

PLACE: Committee Room 301-B

SCHEDULE A: Vacancy Requests

SCHEDULE B: Fund Transfers

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
				Authorized	Filled excl. this pos.	Recomm. Authori- zation	Vac. Prev. Appr.	Other Vac.		
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>										
<u>COMMON COUNCIL-CITY CLERK</u>										
5350	Administrative Assistant II	445	9/10/05	2	1	1	0	0		int/ext
<u>COMPROLLER</u>										
5305	Management Accounting Spec., Sr.	6	7/31/05	11	10	1	0	0		int/ext
5306	City Payroll Assistant-Sr.	475	9/10/05	3	2	1	0	0		int/ext
5307	City Payroll Assistant	460	10/23/05	1	0	1	1	0		int/ext
<u>FIRE DEPARTMENT</u>										
5320-22	Heavy Equipment Operator (3 pos.)	853	8/6/05 9/28/05 10/2/05	180	177	3	0	0		int
5323-24	Fire Equip. Dispatcher (2 positions)	858	7/17/05 2/15/05	21	18	2	2	1		ext
<u>HEALTH DEPT.</u>										
5359	Public Health Nurse	666	10/1/05	94	65	1	0	28		int/ext
<u>LIBRARY</u>										
5325	Librarian III	557	10/12/05	47	46	1	1	0		int/ext
5326	Librarian II	545	9/11/05	24	19	1	2	4		int/ext
5327	Library Reference Assistant	504	9/11/05	19	18	1	0	0		int/ext
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>										
5329	Office Assistant III	425	7/30/05	12	10	1	1	1		int
<u>POLICE DEPARTMENT</u>										
5330-34	Police Sergeant (5 positions)	831	8/1/05 8/17/05	194	192	5	0	0		int
5335-36	Heating & Vent. Mech. II (2 pos.)	252	7/24/05 4/12/05	9	6	2	0	1		int/ext
5337	Personnel Payroll Asst. I	435	6/20/05	1	0	1	0	0		int
5338	Office Assistant III	425	NA	27	22	1	0	4		int
5339	Data Entry Operator (0.5 FTE)	405	4/11/05	4	0	1	0	3		int
<u>DEPT. OF PUBLIC WORKS</u>										
<u>INFRASTRUCTURE SERVICES</u>										
5340	Civil Engineer III	628	9/24/05	12	11	1	0	0		int/ext
5341	Civil Engineer II	626	9/5/05	12	10	1	0	1		int
5342	Engineering Technician VI	628	8/20/05	7	6	1	0	0		int
5343	Engineering Technician IV	620	5/8/05	22	19	1	0	2		int
5370	Civil Engineer IV	630	8/26/05	1	0	1	0	0		int
5371	Civil Engineer II	626	8/27/05	4	3	1	0	0		ext
5372	Electrical Mechanic	978	8/27/05	2	1	1	0	0		ext
5375	Carpenter Supervisor	991	10/9/04	1	0	1	1	0		int/ext
<u>OPERATIONS DIVISION</u>										
5378-79	Sanitation District Mgr. (2 pos.)	7	10/20/05 1/1/06	6	2	2	2	2		int/ext
5380	Sanitation Area Mgr.	11	10/1/05	3	2	1	0	0		int/ext
5381-82	Sanitation Supv. (2 positions)	4	5/17/05 8/5/05	24	22	2	0	0		int/ext
5383	Forestry Services Mgr.	13	1/4/06	1	0	1	0	0		int/ext
5222	Fleet Services Manager	13	3/17/05	1	0	1	0	0		int/ext

Finance & Personnel Committee Meeting: September 21, 2005

Funding Source - 100%
Operating Budget Unless
Otherwise Indicated

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				Authorized	Filled excl. this pos.	Recomm. Authori- zation	Vac. Prev. Appr.	Other Vac.		
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>										
<u>DEPT. OF CITY DEVELOPMENT</u>										
5345	Accounting Asst. II	445	8/3/05	6	4	1	0	1	HACM	int
5346	Building Maint. Mech. I	235	10/13/05	6	4	1	0	1	HACM	int/ext
5347-48	Cust. Wkr. II/City Laborer (2 pos.)	215	4/25/05 7/17/05	20	16	2	0	2	HACM	int/ext
<u>EMPLOYES' RETIREMENT SYSTEM</u>										
5349	Pension Specialist, Sr.	3	9/10/05	5	4	1	0	0	Pension Trust	int/ext
<u>HEALTH DEPT.</u>										
5362	Public Health Nurse	666	10/1/05	94	65	1	2	28	Adolescent School grant	int/ext
5363	Public Health Educator II***	593	7/2/05	12	5	1	0	6	Adolescent School grant	ext
***FILL AS TEMPORARY - NO BENEFIT - APPOINTMENT to complete committed schedule of school classes/presentations through Dec 2005.										
<u>DEPT. OF PUBLIC WORKS</u>										
<u>PARKING FUND</u>										
5364	Office Supervisor II	2	8/13/05	1	0	1	0	0	Parking Fund	int
5365-66	Office Assistant III (2 positions)	425	2/28/05 TBD	7	5	2	0	0	Parking Fund	int
5367	Accounting Assistant II	445	TBD	1	0	1	0	0	Parking Fund	int
5368	Office Assistant IV	445	TBD	2	1	1	0	0	Parking Fund	int
5369	Tow Lot Attendant	220	10/9/04	13	10	1	0	2	Parking Fund	int/ext
<u>WATER WORKS</u>										
5351-53	Water Meter Tech. I (3 pos.)	240	8/29/05	5	1	3	0	1	Water Works	int/ext
5354	Water Meter Tech. II	249	11/12/05	9	8	1	0	0	Water Works	int
5355	Water Treatment Plant Operator	252	7/19/05	14	13	1	0	0	Water Works	ext
5356	Sr. Water Treatment Plant Operator	291	11/10/04	24	23	1	0	0	Water Works	int
5357	Water System Operator-In-Charge	282	12/31/05	5	4	1	0	0	Water Works	int
5358	Water Chemist II	542	9/27/05	10	9	1	0	0	Water Works	int/ext

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

Finance and Personnel

Meeting: September 21, 2005

Department Account Name	Amount of Transfer		Reason	Committee Action
	From	To		
DEPT. OF ADMINISTRATION INFORMATION TECHNOLOGY & MANAGEMENT DIVISION Trunked Radio Communications Study - Citywide Technology Initiative	\$150,000	\$150,000	Consultant Study needed to estimate system integration needs for a new Worker's Compensation IT system in DER, and ITMD support for generating more timely Safety reports.	
ASSESSOR Salaries Professional Services	\$42,000	\$42,000	Unexpected attorney services for Board of Review related to objections of unique property types.	
DEPT. OF EMPLOYEE RELATIONS Health Care Dental Insurance Health Care Administrative Exp.	\$95,000	\$95,000	To cover unanticipated administrative fees and prescription management fees.	

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous matters