

City of Cambridge

MASSACHUSETTS

In City Council December 6, 1982

AGENDA ITEM NUMBER FIVE
RE: TRANSFER OF \$22,000. IN THE RENT CONTROL BOARD OFFICE

	YEA	NAY	ABSENT	PRESENT
Mr. Daniel J. Clinton	✓			
Mr. Thomas W. Danehy	✓			
Mr. Francis H. Duehay	✓			
Ms. Sandra Graham	✓			
Mr. Leonard J. Russell	✓			
Mr. David E. Sullivan	✓			
Mr. Walter J. Sullivan			✓	
Mr. Wylie	✓			
Mayor Vellucci	✓			

8 0 1

December 6, 1982

INTRODUCED BY CITY MANAGER ROBERT W. HEALY

AN ORDER CONCERNING AN APPROPRIATION FOR THE FISCAL YEAR BEGINNING JULY 1, 1982

ORDERED: That the following transfer be made in the General Fund of the City of Cambridge:

FROM	AMOUNT	TO	AMOUNT
Rent Control Salaries and Wages	\$22,000.00	Rent Control Other Ordinary Maintenance	\$22,000.00

REASON(S)

To provide funds for the general operations and the purchase or additional equipment by the Rent Control Department.

In City Council December 6, 1982.

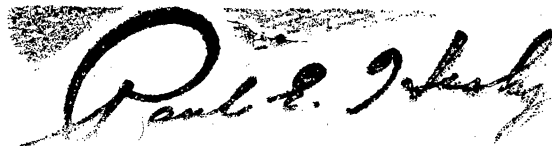
Adopted by a yea and nay vote:-

Yeas 8; Nays 0; Absent 1.

Attest:- Paul E. Healy, City Clerk.

A true copy;

ATTEST:-





CITY OF CAMBRIDGE

639 MASSACHUSETTS AVENUE
CAMBRIDGE, MASSACHUSETTS 02139
TEL 498-9077

RENT CONTROL BOARD

ROGER MERVIS, EXECUTIVE DIRECTOR

M E M O R A N D U M

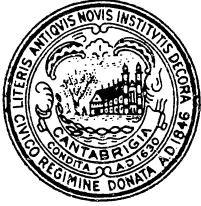
TO: Robert Healy, City Manager
FROM: Roger Mervis, Executive Director *RM*
RE: Transfer of Funds Between Accounts
DATE: December 3, 1982

I am formally requesting that the City Council approve the transfer of the following funds between the Rent Control Board's accounts:

\$12,000 from "Rent Control Coordination Worktime"	(154-401-00-0100)
to "Support Services General Operations"	(154-501-00-0600)
\$10,000 from "Permits/Evictions Worktime"	(154-401-00-0500)
to "Support Services General Operations"	(154-501-00-0600)

This transfer of funds is necessary in part because of 1) the expenditure of approximately \$12,000 for advertising costs associated with current and past vacancies on our staff, depleting our General Operations account, and 2) the planned purchase of equipment for the four new Hearing Examiners hired in late September and for the three Rent Adjustment Specialists soon to be hired. The transfer has been made possible by a variety of vacancies in the slots originally allocated in the FY 83 budget to the Board, creating an estimated outage in our salary and wages accounts for this fiscal year of \$45,223.39. This figure is a conservative one, based on the assumption that four currently vacant positions (Assistant Director for Administrations and Systems, 2 full-time Hearing Examiners, and the Ombuds-person) will be filled on December 1, 1982. In fact, although we are moving expeditiously to fill these positions, we do not expect any of them to be filled until later in December.

Regarding the currently open slots for 2 full-time Hearing Examiners and the Ombudsperson, I will be requesting your assistance in the next few days in amending our budget and the Ombudsperson Ordinance so that we may hire instead three Rent Adjustment Specialists. Each of these Specialists would be non-attorneys, hired at a salary less than that currently allocated for these three slots. The hiring of these Specialists, who will also provide public assistance, is consistent with the spirit of the Mayor's Commission's recommendations and with your request for compliance with those recommendations. I will be submitting a more detailed Management Report to you later in the month detailing our current efforts to implement the Mayor's Commission's recommendations.



CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139
Tel. 498-9011

EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

December 6, 1982

To the Honorable, the City Council:

Attached please find for your review and action an order requesting a transfer in the sum of \$22,000.00 from the Rent Control Salary and Wage account to the department's Other Ordinary Maintenance account.

This action is necessary due to the following:

1. Advertising costs, and
2. The need to purchase equipment for the four new Hearing Examiners hired and the planned hiring of three Rent Adjustment Specialists.

Please see the attached memorandum from Mr. Roger Mervis, Executive Director of Rent Control, regarding this proposed action.

Passage of this order is recommended.

Very truly yours,

Robert W. Healy
City Manager

RWH/mbf
Encs.

Agenda Item Number Five

F-331

Re: transfer of \$22,000. in the Rent Control Board Office.

In City Council,

December 6, 1982

12/6/82

MV
A Order Adopted

g-0-1

MV
SR
RP
A