

Ref: CC File No. 101415
11025

**ACTION TAKEN ON VACANCY REQUESTS
BY THE COMMITTEE ON FINANCE AND PERSONNEL**

DATE: March 18, 2011
TIME: 1:30 P.M.
PLACE: Committee Room 301-B
City Hall
SCHEDULE A: Vacancy Requests
SCHEDULE B: Fund Transfers

SCHEDULE A - VACANCY REQUESTS

Finance & Personnel Committee Meeting: March 18, 2011

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>DOA-BUDGET & MANAGEMENT DIV.</u>				
110162	City Economist	11	1/23/11	
110163	Fiscal Planning Specialist	8	TBD	
110164	Budget & Mgmt. Special Assistant	8	TBD	
<u>DEPT. OF CITY DEVELOPMENT</u>				
110113	Office Assistant IV	445	2/20/11	
110114	Office Assistant III	425		
<u>COMPTROLLER</u>				
110168	Auditor Lead	578	3/1/11	
110116	Executive Administrative Assistant II	2	2/25/11	
<u>FIRE DEPARTMENT</u>				
110117	Fire Lieutenant	856	3/1/11	
110119	Personnel Payroll Assistant II	445	2/19/11	
<u>LIBRARY</u>				
110120	Librarian III	557	2/20/11	
110121	Library Reference Assistant	504	12/31/10	
<u>MUNICIPAL COURT</u>				
110122	Municipal Court Clerk I	540	2/22/11	
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>				
110165	Plumbing Inspector II	788	12/1/10	
110166	Office Assistant III	425	2/6/11	
110167	Office Assistant II	410	3/6/11	
<u>POLICE DEPARTMENT</u>				
110124-33	Police Telecommunicator (Seasonal) (10 pos.)	928	NA	
<u>DPW-ADMINISTRATIVE SERVICES</u>				
110105	Business Operations Manager*	8	2/5/11	
<u>DPW-INFRASTRUCTURE SERVICES</u>				
110150	Electrical Mechanic	978	2/4/11	
110151	Electrical Mechanic	978	2/5/11	
<u>DPW-OPERATIONS DIVISION</u>				
110155	Program Assistant I	460	1/26/10	Held
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>				
<u>HEALTH DEPARTMENT</u>				
110156	Environmental Hygienist	555	9/25/10	
110157	Health Care Access Assistant II	425	1/19/11	
<u>LIBRARY</u>				
110158	Office Assistant II	410	1/23/11	

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I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
110169-70	<u>DPW-PARKING FUND</u> Tow Lot Assistant III (2 Positions)	445	3/5/2011 10/29/10	
110159	<u>DPW-WATER WORKS</u> Water Plant Operations Mgr. - North	9	5/1/11	
110160	Water Plant Steamfitter/HVAC Specialist	287	11/18/10	
110161	Office Assistant III	425		
110109	Office Assistant IV*	445	3/6/11	

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

Finance and Personnel Meeting: March 18, 2011

Department Account Name	Amount of Transfer		Reason
	From	To	
<u>DEPT. OF EMPLOYEE RELATIONS</u> Operating Expenditures Salaries & Wages	\$23,000.00	\$23,000.00	Funding will help cover salary shortage.
<u>DEPT. OF EMPLOYEE RELATIONS</u> Health Maintenance Org. Health Care Claims	\$647,100.00	\$647,100.00	This transfer is necessary to cover anticipated final accrual expenditures in the Claims account for 2010. No additional Contingent Fund appropriations are necessary.
<u>PORT OF MILWAUKEE</u> Salaries & Wages Fringe Benefits	\$75,000.00	\$75,000.00	Funding for fringe benefits does not cover year end accrual for post employee benefits. In addition, the actual 2010 applied fringe benefits exceeded the allocated percentage budgeted for the year.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous Matters