

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

DATE: January 15, 2014

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: January 15, 2014

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
				Auth.	Filled excl. this pos.	Recomm. Authorization	Vac. Prev. Appr.	Other Vac.			
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>											
13347	<u>City Attorney</u> Legal Office Assistant II	6IN	12/22/13	5	4	1	0	0		Int/Ext	x-2a
13348	<u>Common Council-City Clerk</u> Graphic Designer II	2BN	1/14/14	1	0	1	0	0		Ext	x-2b
13349	<u>City Treasurer</u> Investment & Financial Serv. Spec.	2GX	2/1/14	1	0	1	0	0			x-2a
13350	<u>Fire and Police Commission</u> Research and Policy Analyst	2FX	12/28/13	1	0	1	0	0		Int/Ext	x-2b
13351-54	<u>Fire Department</u> Fire Captain (4 positions)	4J	2/2/14 2/2/14 12/25/13 12/1/13	53	51	4	0	0		Int	x-1
13355-63	Fire Lieutenant (9 positions)	4E	Various	155	145	9	0	1		Int	x-1
13364-70	Firefighter (7 positions)	850	Various	415	373	7	0	35		Int	x-1
13371-74	Heavy Equipment Operator (4 pos.)	4D	2/2/14 2/2/14 2/2/14 2/2/14	162	158	4	0	0		Int	x-1
<u>Health Department</u>											
13375	Family & Comm. Health Serv. Dir.	1IX	NA	1	0	1	0	0		Int/Ext	x-2b
13376	Consumer Env. Health Supv.	1DX	1/4/14	2	1	1	0	0		Int/Ext	x-2b
13377	Public Health Social Worker	2DN	NA	4	3	1	0	0		Int/Ext	x-2b
<u>Library</u>											
13378	Librarian III	2DN	12/12/13	42	41	1	0	0		Int/Ext	x-2a
13379	Library Youth Educator	2BN	10/8/13	6	5	1	0	0		Int/Ext	x-2a
13380	Library Reference Assistant	5DN	1/15/14	18	17	1	0	0		Int/Ext	x-2a
13381	Neighborhood Library Serv. Asst.	5EN	7/21/13	12	11	1	0	0		Int	x-2a
<u>Dept. of Neighborhood Services</u>											
13382	Building Construction Inspector II	3QN	12/3/13	16	15	1	0	0		Ext	x-2a
13383	Commercial Code Enf. Inspector	3LN	12/8/13	16	14	1	1	0		Ext	x-2a
13384	Residential Code Enf. Inspector	3LN	12/22/13	55	47	1	1	6		Ext	x-2a
13385	Office Assistant II	6EN	12/22/13	9	4	1	2	2		Ext	x-2b
<u>Police Department</u>											
13406-10	Detective (5 positions)	4F	NA	249	155	5		89		Int	x-1
13411	Office Assistant III	6FN	1/19/14	28	24	1		3		Int	x-2b
<u>DPW-Administrative Services</u>											
13412	Administrative Services Director	1MX	12/3/13	1	0	1	0	0		Int	x-3
<u>DPW-Infrastructure Services</u>											
13387	Operations and Maintenance Mgr.	1GX	12/21/13	1	0	1	0	0		Int	x-2b
13388-90	Engineering Technician II (3 pos.)	3FN	5/13/13 5/13/13 5/13/13	10	7	3	0	0	90% Capital, 10% O&M	Int/Ext	x-2b
13391	Electrical Mechanic	7MN	2/28/13	11	9	1	0	1	Reimbursable	Int	x-2b
13392-93	Electrical Mechanic (2 positions)	7MN	11/15/13 12/18/13	61	58	2	1	0	50% Capital, 50% O&M	Int	x-2b

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13394	Electrical Worker	7FN	1/6/14 10/30/10 7/9/11	28	27	1	0	0	50% Capital, 50% O&M	Int	x-2b
13399	Utility Worker	8GN	12/17/13	3	2	1	0	0	70% Cap. & Reim., 30% O&M	Int	x-2b
<u>DPW-Operations Division</u>											
13400	Sanitation Inspector	3BN	12/7/13	8	7	1	0	0		Int	x-2a
13401	Lead Equipment Parts Assistant	6JN	12/22/13	1	0	1	0	0		Int/Ext	x-2a
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds)</u>											
<u>Health Department</u>											
13402	Public Health Nurse	2DN	12/7/13	55	50	1	4	0	50% Home Visiting grnt., 50% O&M	Int/Ext	x-6
13403	Public Health Nurse	2DN	10/10/13	55	50	1	4	0	50% Home Visiting grnt., 50% O&M	Int/Ext	x-6
13404	Office Assistant II	6FN	11/23/13	8	7	1	0	0	CDBG Lead Grant	Int/Ext	x-6
<u>DPW-Water Works</u>											
13405	Water Distribution Repair Worker II	8IN	11/25/13	24	21	1	2	0	Water Works	Int/Ext	x-6

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

Finance and Personnel Committee Meeting: January 15, 2014

Department Account Name	Amount of Transfer		Reason
	From	To	
<u>CITY ATTORNEY</u> Outside Counsel/Expert Witness SPA City Attorney Collection Contract SPA	\$100,100	\$100,100	These funds will be used for a one time payment to the Kohn law firm for receivables collection. The increased payment results from a change in the scheduling of delinquent real estate collection. This change was communicated to the Common Council in August, 2013. The scheduling change was made to reduce the number of tax foreclosures. The total additional cost is \$120,479.70.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous Items