

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

DATE: January 14, 2026

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 14, 2026  
CCFN 251278

Funding Source - 100% Operating  
Budget Unless Otherwise Indicated

Req. 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
				Auth.	Filled excl. this pos.	Recomm. Authorization	Vac. Prev. Appr.	Other Vac.		
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>										
<u>DEPT. OF ADMINISTRATION - COMMUNITY BLOCK GRANT ADMIN</u>										
12145	Business Services Specialist	2FN	3/21/26	2	1	1	0	0		Int
<u>CITY ATTORNEY</u>										
12124	Legal Office Assistant - Lead	6MN	12/21/25	2	1	1	0	0		Int/Ext
<u>BOARD OF ZONING APPEALS</u>										
12109	BOZA Administrative Assistant 1	6GN	12/6/25	1	0	1	0	0		Int/Ext
<u>CITY CLERK</u>										
12113	Legislative Research Supervisor	1X	1/17/25	1	0	1	0	0		Int/Ext
<u>DEPT. CITY DEVELOPMENT</u>										
12131	Associate Planner	2KX	12/21/25	2	1	1	0	0		Ext
12132	Senior Planner	2MX	1/3/26	3	2	1	0	0		Ext
<u>COMPTROLLER</u>										
12130	Accounting Program Assistant II	6MN	1/21/26	2	1	1	0	0		Int/Ext
<u>DEPT. EMERGENCY COMMUNICATIONS</u>										
12143	Emergency Communication Sys. Admin.	2MN	TBD	2	1	1	0	0		Int/Ext
<u>FIRE DEPARTMENT</u>										
12127	Fire Captain	4JN	12/21/25	44	43	1	0	0		Int
12128	Carpenter 4	7JN	12/20/25	2	1	1	0	0		Int/Ext
12129	Emergency Vehicle Mechanic 3	7GN	1/3/26	9	8	1	0	0		Int/Ext
<u>LIBRARY</u>										
12118	Librarian III (2 Positions)	2IN	1/18/26 1/4/26	69	61	2	0	6		Int/Ext
12119	Library Technical Servs. Spec. Lead	5GN	12/7/25	3	2	1	0	0		Int/Ext
<u>DEPT. NEIGHBORHOOD SERVICES</u>										
12144	Office Assistant II	6DN	11/21/24	6	2	1	0	3		Int/Ext
12146	Plan Examiner Specialist	7GN	9/27/25	4	1	1	0	2		Int/Ext
12147	Office Assistant III	6GN	1/17/26	18	15	1	0	2		Int/Ext
12148	Building Construction Inspector - Supvr.	1KX	1/17/26	2	0	1	0	1		Int/Ext
12150	Environmental Risk Officer 4	7FN	1/18/26	4	2	1	0	1		Int/Ext
12151	Administrative Services Supervisor	1DX	2/1/26	3	2	1	0	0		Int/Ext
<u>POLICE DEPARTMENT</u>										
12108	Crime Analyst I	2HN	12/10/25	29	23	1	0	5		Ext
12133	Video Systems Specialist	3TN	10/12/25	1	0	1	0	0		Int/Ext
12141	IT Project Coordinator	2JX	TBD	1	0	1	0	0		Int/Ext
<u>DPW-ADMINISTRATION DIVISION</u>										
12106	Safety Specialist Senior	2JX	12/20/25	3	2	1	0	0		Int/Ext
12125	Payroll Assistant 3	5IN	1/7/26	9	8	1	0	0		Int/Ext

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<u>DPW-INFRASTRUCTURE SERVICES DIVISION</u>										
12103	Bridge Operator (3 Positions)	8CN	8/5/25 10/28/25 11/9/25	22	19	3	0	0	10% Reimbursable	Ext
12104	City Hall Operator	2GN	2/28/26	5	4	1	0	0	60 % Capital	Ext
12122	Civil Engineer III	2MN	3/8/24	1	0	1	0	0		Int
12126	MKE Parks Worker (2 Positions)	8CN	4/11/25 4/11/25	2	0	2	0	0		Int
12140	Municipal Services Electrician (4 Pos.)	7LN	7/20/25 5/31/05 (2) NA	80	70	4	0	6	25% Capital; 25% Reimb.	Ext
12164	Locator Technician	8EN	12/30/25	13	12	1	0	0		Int
<u>DPW-OPERATIONS DIVISION</u>										
12087	Special Equipment Operator II	8IN	8/1/25	16	9	1	4	2		Int/Ext
12142	Drop Off Center Attendant (2 Pos.)	8DN	11/24/25 1/1/26	22	20	2	0	0		Int/Ext
12161	Sanitation Supervisor	1EX	3/2/26	22	19	1	1	1		Int/Ext
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>										
<u>EMPLOYEES' RETIREMENT SYSTEM</u>										
12112	Benefit Services Coordinator	2GN	12/21/25	2	1	1	0	0	Pension Trust	Int
<u>HEALTH DEPARTMENT</u>										
12123	Public Health Educator II (2 Pos.)	2DN	8/3/22 2/3/24	6	0	2	4	0	100% Well Woman Prog. Gr.	Int/Ext
<u>DPW - PARKING</u>										
12160	Tow Lot Supervisor	1CX	TBD	2	1	1	0	0	Transportation Fund	Int
<u>DPW - SEWER MAINTENANCE</u>										
12107	Sewer Operations Supervisor	1FX	12/31/25	4	3	1	0	0	Sewer Maintenance Fund	Int
12116	Sewer Field Investigator	8GN	10/11/25	5	4	1	0	0	Sewer Maintenance Fund	Int
<u>DPW-WATER WORKS</u>										
12115	Accountant III	2JX	1/18/25	3	1	1	1	0	Water Works	Int/Ext
12134	Accounting Assistant III	5GN	1/3/26	6	4	1	1	0	Water Works	Int/Ext
12135	Communications Assistant V	6MN	1/27/26	6	5	1	0	0	Water Works	Int/Ext

SCHEDULE B - FUND TRANSFERS

Finance and Personnel Committee Meeting: January 14, 2026  
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Department Account Name	Amount of Transfer		Reason for Transfer
	From	To	
<u>DEPT. NEIGHBORHOOD SERVICES</u> 2025 Salaries & Wages 2025 Operating	\$400,000	\$400,000	DNS salary funds are available from the 2025 budget year due to staffing transitions. Operating account shortage due to reimbursements to other city departments during the 2025 fiscal year.
<u>DEPT. PUBLIC WORKS - OPERATIONS DIVISION</u> 2025 Salaries & Wages 2025 Operating	\$500,000	\$500,000	Department averaged a 13% vacancy rate in 2025 resulting in available salary appropriations. Department incurred \$1.3 million in operating expenses related to Storm related cleanup.
<u>DEPT. PUBLIC WORKS - TRANSPORTATION</u> 2025 Salaries & Wages 2025 Operating	\$789,705	\$789,705	Vacancies in 2025 have left salary and wage funds available to be transferred to operating accounts. Vacancies averaged 9.91% per pay period in 2025. This transfer is necessary to cover overages in operating accounts due to higher than anticipated vehicle repairs and facilities maintenance costs.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous