

REVISED

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

DATE: April 8, 2010

TIME: 9:00 A.M.

PLACE: Committee Room 301-B
City Hall

SCHEDULE A: Vacancy Requests

SCHEDULE B: Fund Transfers

SCHEDULE C: Miscellaneous Matters

SCHEDULE A - VACANCY REQUESTS

Finance & Personnel Committee Meeting: April 8, 2010

CSC-Status - Under Civil Service Unless Noted as Exempt (E)

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
				Authorized	Filled excl. this pos.	Recomm. Authorization	Vac. Prev. Appr.	Other Vac.			
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>											
<u>CITY ATTORNEY</u>											
10153	Legal Office Assistant II	437	NA	5	4	1	0	0		Int/Ext	x-3
<u>LIBRARY</u>											
10155	Librarian III (job share)	557	2/20/2010 5/17/10	44	42	1	1	0		Ext	x-2b
10156	Librarian III	557	5/26/2010	44	42	1	1	1		Ext	x-2b
<u>MUNICIPAL COURT</u>											
10187	Court Services Assistant II	410	4/17/2010	6	3	1	0	2		Ext	x-2b
<u>POLICE DEPARTMENT</u>											
10157	Police Buildings & Fleet Manager	10	3/16/2010	1	0	1	0	0		Ext	x-3
10158	Telecommunications Supervisor	6	NA	1	0	1	0	0		Int/Ext	x-3
10159	Accountant I	545	NA	1	0	1	0	0		Int/Ext	x-3
10162-63	Lead Police Telecommunicator (2 pos.)	440	7/27/2008 4/26/10	6	5	2	0	0		Int	x-2
10164-68	Office Assistant II (5 positions)	410	NA	85	64	5	0	16		Ext	x-2a
10169-70	Custodial Worker II (2 positions)	215	1/7/2010 12/4/09	43	39	2	0	0		Ext	x-4
<u>DPW-ADMINISTRATIVE SERVICES</u>											
10173	Telecommunications Analyst-Proj. Leader	11	2/6/2010	1	0	1	0			Int/Ext	x-2b
<u>DPW-INFRASTRUCTURE SERVICES</u>											
10175	Carpenter Supervisor	991	2/20/2010	1	0	1	0			Int/Ext	x-2b
<u>DPW-OPERATIONS DIVISION</u>											
10176	Vehicle Service Technician	254	5/15/2010	19	17	1	0			Int/Ext	x-2b
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>HEALTH DEPARTMENT</u>											
10178	Public Health Nurse	666	4/3/2010	61	59	1	0		Grant	Int/Ext	x-6
<u>EMPLOYEES' RETIREMENT SYSTEM</u>											
10179	Pension Specialist, Sr.	3	5/1/2010	4	3	1	0	0	Pension Trust	Int/Ext	x-6
<u>PORT OF MILWAUKEE</u>											
10180	Port Operations Manager	12	3/6/2010	1	0	1	0	0	Port of Milwaukee	Int/Ext	x-2b
10181	Port Facilities Supervisor	8	3/23/2010	1	0	1	0	0	Port of Milwaukee	Int/Ext	x-2b

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

Finance and Personnel Meeting: April 8, 2010

Department Account Name	Amount of Transfer		Reason
	From	To	
<u>DEPT. OF PUBLIC WORKS</u>			
2009 Administrative Services Salaries	\$89,332.00		Greater than anticipated costs for asphalt, concrete, and electrical service parts, much of which is due to pavement work for sewer maintenance and water, which generates unanticipated general fund revenue. Available funds in Operations Division from fuel budget surplus. Funds available in DPW Admin salaries due to hiring freeze and reduced use of IT contractors.
2009 Administrative Services Operating	\$128,500.00		
2009 Operations Div. Operating	\$227,080.00		
2009 Infrastructure Serv. Operating		\$444,912.00	
2009 Infrastructure Serv. Equipment	\$21,988.25		Greater than anticipated equipment costs in DPW-Operations.
2009 Operations Div. Equipment		\$21,988.25	
<u>SEWER MAINTENANCE</u>			
2009 Debt Service	\$70,317.78		Debt Service was \$2.98 million less than Comptroller estimate due to Clean Water Fund loan savings. Prior year equipment encumbrances liquidated in 2009, resulting in expenditures applied to 2009 budget.
2009 Equipment		\$70,317.78	
2009 Debt Service	\$871,818.07		Infrastructure charges for services from other units of DPW, such as pavement cuts, higher than budget. Higher than budgeted vehicle rental and repair expenses result in additional \$638,000 of unanticipated general fund revenue.
2009 Operating		\$871,818.07	
2009 Debt Service	\$306,239.34		Higher fringe benefits tied to salary shortfall estimate.
2009 Fringe Benefits		\$306,239.34	
2009 Debt Service	\$450,375.98		Total wage costs were \$236,000 more than budgeted. Overtime use was \$74,653 over budget due to increased sewer cleaning; capital deduction to salaries was underutilized by \$400,000
2009 Salaries		\$450,375.98	
<u>WATER WORKS</u>			
2009 Salaries & Wages	\$1,600,000.00		PILOT was \$1.4m more than estimated by Comptroller, resulting in an addition to unanticipated general fund revenue. Charges from other city departments for pavement cuts facility rent and other expenses resulted in an additional \$289,000. Lower than anticipated contract settlements and overtime and higher vacancy rate resulted in salary savings.
2009 Operating & Maintenance		\$1,600,000.00	

SCHEDULE C - GENERAL MATTERS

1. Request for extension of temporary position authority for Environmental Sustainability Director-Temporary.



Department of Administration
Budget and Policy Division

April 7, 2010

Tom Barrett
Mayor

Sharon Robinson
Administration Director

Mark Nicolini
Budget and Management Director

Ref: 10020 (05)

Honorable Members
Finance & Personnel Committee
Room 205 City Hall

Subject: Request for extension of temporary position authority

Dear Committee Members:

I am writing to request an extension to temporary position authority for the position of Environmental Sustainability Director—Temporary, which has been authorized for the period ending March 24, 2010.

This extension, if it is authorized, will be for a period not to exceed 45 days, beginning March 24, 2010 and ending May 8, 2010. Any necessary extension beyond this date shall also require Finance Committee approval.

This extension does not alter the process to appoint a permanent Environmental Sustainability Director that the Common Council has established, which is subject to Common Council confirmation. The competitive selection process is well underway, and I believe an appointment will be made by the end of this 45-day extension period.

Thank you for your consideration.

Sincerely,

Sharon Robinson
Director of Administration

MN:cei

i:\common\finance\i-fp-doaesm-45-appnt.doc