

Ref: CC File No. 111590
12025

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

DATE: April 5, 2012
TIME: 9:00 A.M.
PLACE: Committee Room 301-B
City Hall
SCHEDULE A: Vacancy Requests
SCHEDULE B: Fund Transfers

SCHEDULE A - VACANCY REQUESTS

Finance & Personnel Committee Meeting: April 5, 2012

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>ASSESSOR</u>				
12162-63	Senior Property Appraiser (2 pos.)	2HN	12/26/10 12/26/10	
<u>DEPT. OF CITY DEVELOPMENT</u>				
12200	Mechanical Plan Examiner III	2JN	TBD	
<u>CITY TREASURER</u>				
12198	Teller (0.53 FTE)	6HN	3/3/12	
<u>COMMON COUNCIL-CITY CLERK</u>				
12164	Council Records Manager	1FX	12/18/06	
<u>FIRE DEPARTMENT</u>				
12191	Battalion Chief, Fire	4MX	3/24/12	
12192-93	Fire Captain (2 positions)	4J	3/25/12	
12194-95	Fire Lieutenant (2 positions)	4E	4/15/12 4/29/12	
12196	Heavy Equipment Operator	4D	4/29/12	
<u>HEALTH DEPARTMENT</u>				
12168	Public Health Nurse	2DN	4/5/12	
<u>LIBRARY</u>				
12202	Library Branch Manager	1DX	4/14/12	
12169	Library Facilities Manager	1EX	4/28/12	
12170-71	Custodial Wkr II-City Laborer (2 pos.)	8DN	3/9/12 11/29/11	
<u>MUNICIPAL COURT</u>				
12172	Management Accounting Specialist	2FX	3/17/12	
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>				
12173	Building Construction Inspector II	3QN	5/14/11	
12174	Environmental Risk Officer	2EN	3/18/12	
<u>POLICE DEPARTMENT</u>				
12199	Office Supervisor II	2CN	4/14/2012	
<u>DPW-ADMINISTRATIVE SERVICES</u>				
12175	Applications Programmer	2GX	5/1/12	
<u>DPW-INFRASTRUCTURE SERVICES</u>				
12179	Electrical Mechanic	7M	5/24/12	
12180-81	Spec. Laborer-Electrical Serv. (2 pos.)	8GN	12/2/10 11/29/10	
12183	Administrative Specialist Sr.	2EX	3/31/12	
<u>DPW-OPERATIONS DIVISION</u>				
12184	Sanitation Supervisor	1AX	3/10/12	
12185	Vehicle Service Technician-Heavy	7FN	3/31/12	
12186	Heavy Equipment Lubricator	8FN	3/21/12	

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I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>				
12201	<u>EMPLOYEES' RETIREMENT SYSTEM</u> ERS Deputy Director	1LX	4/17/12	
12188	<u>LIBRARY</u> Library Technology Specialist	5DN	3/17/12	
12203	<u>PORT OF MILWAUKEE</u> Engineering Technician II	3FN	1/25/12	
12189-90	<u>DPW-WATER WORKS</u> Water Distr. Repair Wkr II (2 pos.)	8IN	2/20/12	
12197	Water Distribution Chief Repair Worker	8MN	3/26/11	

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Department Account Name	Amount of Transfer		Reason
	From	To	
<u>ASSESSOR</u> 2012 Professional Services 2012 Salaries & Wages	\$87,278.00	\$87,278.00	Fully fund the Chief Assessor position as an employee rather than contractor, due to the Chief's deferral of retirement for 2012.
<u>CITY ATTORNEY</u> 2011 SPA-City Attorney Collection Contract 2011 SPA-Outside Counsel-Expert Witness Fund	\$26,647.00	\$26,647.00	The transfer satisfies required accounting procedures related to the timing of various year-end invoices.
<u>DEPT. OF EMPLOYEE RELATIONS</u> 2011 Operating Expenditures 2011 Salaries & Wages	\$28,675.14	\$28,675.14	Offset for benefit credits related to Auxiliary Resource program, which is needed to satisfy accounting procedures.
<u>FIRE DEPARTMENT</u> 2011 Salaries & Wages 2011 Operating Expenditures	\$20,960.43	\$20,960.43	To cover reimbursable costs associated with DER Auxiliary Resource hire and late DPW IRIs. The personnel costs were budgeted in Salaries, but reimbursements were paid from Operating.
<u>LIBRARY</u> 2011 Salaries & Wages 2011 Operating Expenditures	\$30,300.00	\$30,300.00	Auxiliary Resource Program billings for Personnel Section assistance.
<u>POLICE DEPARTMENT</u> 2011 Equipment 2011 Operating Expenditures 2011 Salaries & Wages	\$109,233.45 \$340,094.15	\$449,327.60	To offset a portion of existing 2011 salary shortage of \$508,236 (0.3% of total salaries).
<u>PORT</u> 2011 Salaries & Wages 2011 Fringe Benefits	\$34,020.00	\$34,020.00	Shortfall is due to underestimation of Fringe Benefits accounts.
<u>DPW-ADMINISTRATIVE SERVICES/OPERATIONS DIVISION</u> 2011 DPW-Admin. Salaries & Wages 2011 DPW-Operations Equipment 2011 DPW Operations Div. Operating Exp.	\$43,350.46 \$92,663.12	\$136,013.58	Shortage is the result of higher than budgeted energy costs. The 2012 budget increases the appropriation for energy by \$1.3 million.
<u>DPW-INFRASTRUCTURE SERVICES</u> 2011 Salaries & Wages 2011 Equipment 2011 Operating Expenditures	\$102,606.04 \$11,516.16	\$114,122.20	2011 Operating Expenditures were significantly higher than expected due to unprecedented demand for emergency services, primarily street lighting outages. Approximately \$442,000 was added to the Construction Supplies account in the 2012 Budget to address this problem.
<u>DPW-SEWER MAINTENANCE</u> 2011 Salaries & Wages 2011 Operating Expenditures	\$220,757.00	\$220,757.00	Shortage is the result of higher fuel and repair costs for equipment and higher charges from other departments. The 2012 Budget added \$460,000 to these two accounts to address the issues.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous Matters