

**AGENDA OF ITEMS TO BE CONSIDERED  
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

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

Finance & Personnel Committee Meeting: March 18, 2011

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>DOA-BUDGET &amp; MANAGEMENT DIV.</u>											
110162	City Economist	11	1/23/11	1	0	1	0	0		Int	x-3
110163	Fiscal Planning Specialist	8	TBD	1	0	1	0	0		Int/Ext	x-3
110164	Budget & Mgmt. Special Assistant	8	TBD	4	2	1	0	1		Int/Ext	x-3
<u>DEPT. OF CITY DEVELOPMENT</u>											
110113	Office Assistant IV	445	2/20/11	4	3	1	0	0		Int	x-3
110114	Office Assistant III	425		4	2	1	0	1		Int/Ext	x-3
<u>COMPTROLLER</u>											
110168	Auditor Lead	578	3/1/11	2	1	1	0	0		Int/Ext	x-2b
110116	Executive Administrative Assistant II	2	2/25/11	1	0	1				Int/Ext	x-3
<u>FIRE DEPARTMENT</u>											
110117	Fire Lieutenant	856	3/1/11	163	159	1	2	2		Int	x-1
110119	Personnel Payroll Assistant II	445	2/19/11	1	0	1	0	0		Int	x-3
<u>LIBRARY</u>											
110120	Librarian III	557	2/20/11	44	40	1	3	0		Int/Ext	x-2a
110121	Library Reference Assistant	504	12/31/10	17	14	1	1	1		Int/Ext	x-2b
<u>MUNICIPAL COURT</u>											
110122	Municipal Court Clerk I	540	2/22/11	8	6	1	1	0		Int/Ext	x-2b
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>											
110165	Plumbing Inspector II	788	12/1/10	17	15	1	1	0	Reimb. Cross. Conn. Prog.	Ext	x-2b
110166	Office Assistant III	425	2/6/11	15	12	1	2	0		Int/Ext	x-2b
110167	Office Assistant II	410	3/6/11	11	7	1	0	3		Int/Ext	x-2b
<u>POLICE DEPARTMENT</u>											
110124-33	Police Telecommunicator (Seasonal) (10 pos.)	928	NA	10	0	10	0	0		Ext	x-1
<u>DPW-ADMINISTRATIVE SERVICES</u>											
110105	Business Operations Manager*	8	2/5/11	2	1	1	0	0	30% Reimbursable	Int	x-3
<u>DPW-INFRASTRUCTURE SERVICES</u>											
110150	Electrical Mechanic	978	2/4/11	61	58	1	0	2	50% Cap., 50% O&M	Int/Ext	x-2b
110151	Electrical Mechanic	978	2/5/11	11	9	1	1	0	100% Capital	Ext	x-2b
<u>DPW-OPERATIONS DIVISION</u>											
110155	Program Assistant I	460	1/26/10	1	0	1	0	0		Int/Ext	x-3
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>HEALTH DEPARTMENT</u>											
110156	Environmental Hygienist	555	9/25/10	1	0	1	0	0	Lead Detection Grant	Int	x-6
110157	Health Care Access Assistant II	425	1/19/11	8	6	1	1	0	MAO Forward Hlth Grant	Int/Ext	x-6
<u>LIBRARY</u>											
110158	Office Assistant II	410	1/23/11	4	0	1	2	1	WI Talking Book Grant	Int/Ext	x-6

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110169-70	<u>DPW-PARKING FUND</u> Tow Lot Assistant III (2 Positions)	445	3/5/2011 10/29/10	7	3	2	2	0	Parking Fund	Ext	x-3
110159	<u>DPW-WATER WORKS</u> Water Plant Operations Mgr. - North	9	5/1/11	1	0	1	0	0	Water Works	Int	x-6
110160	Water Plant Steamfitter/HVAC Specialist	287	11/18/10	5	4	1	0	0	Water Works	Int/Ext	x-6
110161	Office Assistant III	425		1	0	1	0	0	Water Works	Int/Ext	x-6
110109	Office Assistant IV*	445	3/6/11	4	3	1	0	0	Water Works	Int	x-6

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