

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

DATE: October 8, 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: October 8, 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. Authori- zation | Vac. Prev. Appr. | Other Vac. | | | |
| <u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u> | | | | | | | | | | | |
| <u>DOA-BUSINESS OPERATIONS DIV.</u> | | | | | | | | | | | |
| 13941 | Purchasing Agent Senior | 2EX | 9/28/14 | 4 | 3 | 1 | 0 | 0 | | Int/Ext | x-2b |
| 13942 | Purchasing Agent Senior | 2EX | 8/17/14 | 4 | 3 | 1 | 0 | 0 | | Int/Ext | x-2b |
| <u>COMMON COUNCIL-CITY CLERK</u> | | | | | | | | | | | |
| 13943 | License Division Assistant Mgr. | 1FX | 8/28/14 | 1 | 0 | 1 | 0 | 0 | | Int/Ext | x-2b |
| <u>LIBRARY</u> | | | | | | | | | | | |
| 13944 | Library Branch Manager | 1DX | 9/29/14 | 8 | 7 | 1 | 0 | 0 | | Int/Ext | x-2a |
| 13945 | Management Librarian | 1DX | 9/13/14 | 5 | 4 | 1 | 0 | 0 | | Int | x-2a |
| 13946-47 | Librarian III (2 positions) | 2DN | TBD | 42 | 40 | 2 | 0 | 0 | | Int/Ext | x-2b |
| | | | TBD | | | | | | | | |
| 13948 | Library Technician II | 6EN | 9/27/14 | 11 | 10 | 1 | 0 | 0 | | Int/Ext | x-2b |
| 13949 | Librarian II | 2CN | 9/17/14 | 12 | 10 | 1 | 1 | 0 | | Int | x-2a |
| 13950 | Asst. Director/IT & Technical Serv. | 1IX | 8/3/14 | 1 | 0 | 1 | 0 | 0 | | Ext | x-3 |
| 13951 | Library Technology Specialist | 5DN | TBD | 6 | 5 | 1 | 0 | 0 | | Int/Ext | x-2b |
| 13952 | Network Analyst Assistant | 2EN | 9/27/14 | 2 | 1 | 1 | 0 | 0 | | Int | x-2b |
| <u>MUNICIPAL COURT</u> | | | | | | | | | | | |
| 13882 | Municipal Court Clerk I | 6NN | 10/4/14 | 8 | 7 | 1 | 0 | 0 | | Int/Ext | x-2b |
| <u>DEPT. OF NEIGHBORHOOD SERVICES</u> | | | | | | | | | | | |
| 13953 | Electrical Inspector II | 3QN | 8/14/14 | 8 | 6 | 1 | 1 | 0 | | Ext | x-2a |
| <u>DPW-INFRASTRUCTURE SERVICES</u> | | | | | | | | | | | |
| 13954 | Inventory Assistant II | 6HN | 9/28/14 | 6 | 4 | 1 | 1 | 0 | 60% O&M,40% Capital | Int | x-2b |
| <u>DPW-OPERATIONS DIVISION</u> | | | | | | | | | | | |
| 13955 | Urban Forestry Manager | 1DX | 9/15/14 | 10 | 8 | 1 | 0 | 1 | | Int/Ext | x-2b |
| <u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u> | | | | | | | | | | | |
| <u>EMPLOYES' RETIREMENT SYSTEM</u> | | | | | | | | | | | |
| 13965 | Pension Specialist Senior | 2DN | 2/10/54 | 3 | 2 | 1 | 0 | 0 | Pension Trust | Int/Ext | x-6 |
| <u>HEALTH DEPARTMENT</u> | | | | | | | | | | | |
| 13956 | Public Health Nurse | 2DN | 9/20/14 | 55 | 42 | 1 | 12 | 0 | Home Visiting | Int/Ext | x-6 |
| 13957 | Public Health Nurse | 2DN | 9/27/14 | 55 | 41 | 1 | 12 | 1 | Home Visiting | Int/Ext | x-6 |
| 13958 | Public Health Nurse | 2DN | 8/23/14 | 55 | 45 | 1 | 9 | 0 | Home Visiting | Int/Ext | x-6 |
| 13959 | Program Assistant II | 5FN | 9/27/14 | 6 | 5 | 1 | 0 | 0 | CDBG Lead grant | Int | x-6 |
| <u>LIBRARY</u> | | | | | | | | | | | |
| 13960 | Office Assistant II | 6EN | 10/12/14 | 3 | 2 | 1 | 0 | 0 | WI Talking Book | Int | x-6 |
| <u>DPW-WATER WORKS</u> | | | | | | | | | | | |
| 13961 | Water Distribution Chief Repair Wkr. | 8MN | 9/16/14 | 12 | 10 | 1 | 1 | 0 | Water Works | Int | x-6 |
| 13962-64 | Water Distr. Repair Wkr. II (3 pos.) | 8IN | 9/20/14 7/7/14 9/30/14 | 24 | 20 | 3 | 1 | 0 | Water Works | Int/Ext | x-6 |

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

Finance and Personnel Committee Meeting: October 8, 2014

| Department Account Name | Amount of Transfer | | Reason |
|---|--------------------|-----------|--|
| | From | To | |
| <u>CITY ATTORNEY</u> Damages & Claims Fund Outside Counsel/Expert Witness | \$100,000 | \$100,000 | Higher volume than anticipated litigation due to law enforcement stops and searches. Due to the increase in litigation cases Crivello Carlson LLC, was recruited to assist and provide expertise to the City Attorney's office related to the cases. |
| Salaries and Wages Operating Expenditures | \$65,000 | \$65,000 | Cost relating to the stops and search for pre-trial transcription, discovery and deposition activities has exceeded the 2014 budget amount. |

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous