

Ref: CC File No. 131265
14025

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

DATE: January 15, 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

Finance & Personnel Committee Meeting: January 15, 2014

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>				
13347	<u>City Attorney</u> Legal Office Assistant II	6IN	12/22/13	
13348	<u>Common Council-City Clerk</u> Graphic Designer II	2BN	1/14/14	
13349	<u>City Treasurer</u> Investment & Financial Serv. Spec.	2GX	2/1/14	
13350	<u>Fire and Police Commission</u> Research and Policy Analyst	2FX	12/28/13	
13351-54	<u>Fire Department</u> Fire Captain (4 positions)	4J	2/2/14 2/2/14 12/25/13 12/1/13	
13355-63	Fire Lieutenant (9 positions)	4E	Various	
13364-70	Firefighter (7 positions)	850	Various	
13371-74	Heavy Equipment Operator (4 pos.)	4D	2/2/14 2/2/14 2/2/14 2/2/14	
<u>Health Department</u>				
13375	Family & Comm. Health Serv. Dir.	1IX	NA	
13376	Consumer Env. Health Supv.	1DX	1/4/14	
13377	Public Health Social Worker	2DN	NA	
<u>Library</u>				
13378	Librarian III	2DN	12/12/13	
13379	Library Youth Educator	2BN	10/8/13	
13380	Library Reference Assistant	5DN	1/15/14	
13381	Neighborhood Library Serv. Asst.	5EN	7/21/13	
<u>Dept. of Neighborhood Services</u>				
13382	Building Construction Inspector II	3QN	12/3/13	
13383	Commercial Code Enf. Inspector	3LN	12/8/13	
13384	Residential Code Enf. Inspector	3LN	12/22/13	
13385	Office Assistant II	6EN	12/22/13	
<u>Police Department</u>				
13406-10	Detective (5 positions)	4F	NA	
13411	Office Assistant III	6FN	1/19/14	
<u>DPW-Administrative Services</u>				
13412	Administrative Services Director	1MX	12/3/13	
<u>DPW-Infrastructure Services</u>				
13387	Operations and Maintenance Mgr.	1GX	12/21/13	

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I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
13388-90	Engineering Technician II (3 pos.)	3FN	5/13/13 5/13/13 5/13/13	
13391 13392-93	Electrical Mechanic Electrical Mechanic (2 positions)	7MN 7MN	2/28/13 11/15/13 12/18/13	
13394	Electrical Worker	7FN	1/6/14 10/30/10 7/9/11	
13399	Utility Worker	8GN	12/17/13	
<u>DPW-Operations Division</u>				
13400	Sanitation Inspector	3BN	12/7/13	
13401	Lead Equipment Parts Assistant	6JN	12/22/13	
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>				
<u>Health Department</u>				
13402	Public Health Nurse	2DN	12/7/13	
13403	Public Health Nurse	2DN	10/10/13	
13404	Office Assistant II	6FN	11/23/13	
<u>DPW-Water Works</u>				
13405	Water Distribution Repair Worker II	8IN	11/25/13	

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Department Account Name	Amount of Transfer		Reason
	From	To	
<u>CITY ATTORNEY</u> Outside Counsel/Expert Witness SPA City Attorney Collection Contract SPA	\$100,100	\$100,100	These funds will be used for a one time payment to the Kohn law firm for receivables collection. The increased payment results from a change in the scheduling of delinquent real estate collection. This change was communicated to the Common Council in August, 2013. The scheduling change was made to reduce the number of tax foreclosures. The total additional cost is \$120,479.70.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous Items