

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

DATE: July 20, 2011

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: July 20, 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-INFORMATION TECH. &amp; MGMT. DIV.</u>											
110258	Database Administrator	11	7/10/11	1	0	1	0	0	5% Reimbursable	Int	x-2b
110259	Systems Analyst - Project Leader	11	NA	5	4	1	0	0	5% Reimbursable	Int	x-2b
110260	Programmer II	556	NA	1	0	1	0	0	5% Reimbursable	Int/Ext	x-2b
110261	Database Associate	6	NA	1	0	1	0	0	5% Reimbursable	Int/Ext	x-2b
<u>CITY TREASURER</u>											
110176	Teller (0.53 FTE)	445	5/14/11	2	1	1	0	0		Int/Ext	x-2b
<u>COMMON COUNCIL-CITY CLERK</u>											
110262	License Specialist	455	6/11/11	8	6	1	0	1		Int/Ext	x-4
<u>COMPTROLLER</u>											
110263	Auditor	577	5/14/11	6	2	1	1	2		Int/Ext	x-2b
110264	Auditor Lead	578	7/8/11	2	1	1	0	0		Int/Ext	x-2b
<u>FIRE DEPARTMENT</u>											
110265	Fire Lieutenant	856	6/28/11	163	160	1	2	0		Int	x-1
<u>HEALTH DEPARTMENT</u>											
110266	Network Analyst Assistant I	596	7/16/11	1	0	1	0	0		Int	x-2b
110267	Public Health Social Worker	594		2	1	1	0	0		Int/Ext	x-2b
110268	Environmental Health Specialist I/II	530	4/1/11	18	17	1	1	0		Int/Ext	x-2b
<u>LIBRARY</u>											
11471	Library Technician II	410	12/30/10	11	10	1	0	0		Int	x-2b
11472	Custodial Worker II-City Laborer	215	12/12/10	28	25	1	2	0		Int/Ext	x-2b
110283	Library Technician III	425	3/20/2011	3	2	1	0	0		Int	x-2b
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>											
110275-77	Code Enforcement Inspector II (3 pos.)	541	5/29/10 8/22/10 8/23/10	55	50	3	0	2		Ext	x-2b
110278-81	Code Enforcement Inspector II (4 pos.)	541	7/24/11 7/24/11 7/24/11 10/3/10	55	46	4	0	5		Int/Ext	x-2b
110282	Office Assistant II	410	12/29/08	11	7	1	0	3		Ext	x-2b
<u>DPW-ADMINISTRATIVE SERVICES</u>											
110269	Public Works Coordination Manager	14	7/10/11	1	0	1	0	0	Exempt 15% Non-O&M	Int	x-2b
110270	Telecommunications Analyst-Senior	8	7/30/11	2	0	1	0	0	40% Cap., 60% Reimb.	Int/Ext	x-2b
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>EMPLOYES' RETIREMENT SYSTEM</u>											
110271	Pension Specialist Sr.	3	6/12/11	4	2	1	0	1	Pension Trust	Int/Ext	x-6
110274	Records Technician II	410	7/10/11	2	0	1	0	1	Pension Trust	Ext	x-6

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110272	<u>HEALTH DEPARTMENT</u> Health Proj. Coord.-Childhood Wellness	4	8/2/11	6	5	1	0	0	WI Project Launch	Int	x-6
110273	<u>PORT OF MILWAUKEE</u> Trade Development Representative	5	6/11/11	1	0	1	0	0	Port of Milwaukee	Int/Ext	x-6

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

Finance and Personnel Meeting: July 20, 2011

Department Account Name	Amount of Transfer		Reason
	From	To	
MUNICIPAL COURT Salaries & Wages Operating Expenditures	\$70,000	\$70,000	Two Court Clerk positions and one Legal office Assistant IV have been held vacant in 2011. The resulting vacancy savings will be used to hire temporary staff to substitute for full-time City staff. Two Court Clerk vacancies will be filled with temporary staff until full-time staff can be hired, which is expected in August. One Legal Office Assistant IV will be filled with temporary staff for all of 2011.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous Matters