

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

DATE: January 13, 2016

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: January 13, 2016

Funding Source - 100% Operating
Budget Unless Otherwise Indicated

Req. 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. Authorization	Vac. Prev. Appr.	Other Vac.			
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>											
<u>DOA-INFORMATION TECHNOLOGY MGMT. DIVISION</u>											
758	Information Services Manager	1IX	8/30/15	1	0	1	0	0		Int/Ext	x-2a
759	GIS Analyst	2GN	8/13/15	1	0	1	0	0		Int/Ext	2-2b
760	Programmer Analyst	2GN	12/21/13	6	5	1	0	0		Int	x-2b
<u>CITY ATTORNEY</u>											
745	Legal Office Assistant-Lead	6NN	10/11/15	3	2	1	0	0		Int	x-2b
<u>COMPTROLLER</u>											
761	Accounting Specialist	2GX	1/3/16	12	9	1	0	2		Int/Ext	x-2a
<u>ELECTION COMMISSION</u>											
765	Program Assistant I	5EN	1/16/16	3	0	1	2	0		Int/Ext	x-2a
<u>DEPT. OF EMPLOYEE RELATIONS</u>											
693	Program Assistant I	5EN	10/11/15	2	1	1	0	0		Int	x-2a
<u>FIRE DEPARTMENT</u>											
755	Fire Captain	4J	12/24/15	53	52	1	0	0		Int	x-1
756	Fire Lieutenant (4 positions)	4E	8/28/15	157	151	4	0	2		Int	x-1
757	Fire Equipment Dispatcher (4 pos.)	6NN	12/10/15 12/28/15 1/31/16 9/30/15 11/8/15 11/28/15 12/16/15	21	17	4	0	0		Int/Ext	x-1
<u>LIBRARY</u>											
706	Library Youth Educator (part-time)	2BN	11/28/15	6	3	1	0	0		Int/Ext	x-2b
730	Library Branch Manager	1DX	11/22/15	10	9	1	0	0		Int/Ext	x-2a
732	Librarian II	2CN	11/18/15	11	10	1	0	0		Int/Ext	x-2b
<u>MUNICIPAL COURT</u>											
762	Municipal Court Clerk I	6NN	1/17/16	8	6	1	1	0		Int/Ext	x-2b
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>											
728	Office Assistant III	6FN	11/24/15	16	15	1	0	0		Int/Ext	x-2b
<u>POLICE DEPARTMENT</u>											
770	Asst. Chief of Police	4RX	1/30/16	3	1	1	1	0		Int	x-1
724	Custodial Worker II/City-Laborer	8DN	12/5/15	39	38	1	0	0		Ext	x-2b
772	Deputy Inspector of Police (2 positions)	4P-842	TBD	4	2	2	0	0		Int	x-1
774	Inspector of Police (3 positions)	4QX	TBD	3	0	3	0	0		Int	x-1
775	Captain of Police (5 positions)	4N-839	1/9/16	24	23	5	0	0		Int	x-1
<u>DPW-ADMINISTRATIVE SERVICES</u>											
729	Contract Compliance Officer	2GX	1/4/16	1	0	1	0	0		Int	x-2a
752	Program Assistant II	5FN	1/16/16	1	0	1	0	0		Int	x-2a
753	Office Assistant IV	6HN	12/29/15	1	0	1	0	0		Int	x-2b

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<u>DPW-INFRASTRUCTURE SERVICES</u>											
735	Infrastructure Administration Mgr.	1MX	1/6/16	1	0	1	0	0	30% Capital	Int/Ext	x-3
743	Maintenance Technician II	3GN	11/30/15	5	4	1	3	0		Int/Ext	x-2b
763	Sewer Mason	7QN	1/5/16	1	0	1	0	0	50% Capital	Int	x-2b
680	Carpenter	7KN	7/9/11	10	8	1	0	1	30% Reimbursable	Int	x-2b
777	Traffic Control Engineer III	2IN	1/2/16	1	0	1	0	0	75% Capital	Int/Ext	x-2b
778	Engineering Technician VI	2IN	1/19/16	1	0	1	0	0	75% Capital	Int/Ext	x-2b
779	Civil Engineer II	2GN	12/15/15	1	0	1	0	0	75% Capital	Int	x-2b
780	Electrical Engineer III	2IN	1/5/16	1	0	1	0	0	75% Capital	Int	x-2b
<u>DPW-OPERATIONS DIVISION</u>											
736	Self-Help Yard Supervisor	1AX	11/15/15	1	0	1	0	0		Int/Ext	x-2a
740	Auto Body Repair/Painting Tech.	7HN	11/30/15	2	1	1	0	0		Int/Ext	x-2b
748	Sanitation Inspector	3BN	12/19/15	8	6	1	2	0		Int/Ext	x-2a
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>EMPLOYES RETIREMENT SYSTEM</u>											
754	Accounting Assistant II	6HN	1/2/16	2	1	1	0	0	Pension Trust	Int/Ext	x-6
<u>HEALTH DEPARTMENT</u>											
750	Lead Program Information Spec.	2DN	10/31/15	1	0	1	0	0	Chldhd Lead Prev.	Int	x-6
<u>LIBRARY</u>											
731	Office Assistant II	6EN	11/22/15	1	0	1	0	0	WI Talking Book & Braille Grant	Int	x-6
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>											
676	Property Mgmt. Program Coordinator	1DX	10/16/15	1	0	1	0	0	Targeted Code Enf.	Int/Ext	x-6
<u>DPW-PARKING FUND</u>											
727	Communications Assistant II	6HN	12/19/15	8	6	1	1	0	Parking Fund	Int	x-6
<u>DPW-SEWER MAINT. FUND</u>											
739	Civil Engineer II	2GN	1/4/16	12	11	1	0	0	Sewer Maint. Fund	Int/Ext	x-6
<u>DPW-WATER WORKS</u>											
723	Water Chemist II (2 positions)	2CN	12/7/15 1/3/16	9	7	2	0	0	Water Works	Int/Ext	x-6
766	Water Accounting Manager	1GX	9/29/15	1	0	1	0	0	Water Works	Int/Ext	x-6
768	Customer Service Supervisor	1CX	5/12/15	1	0	1	0	0	Water Works	Int/Ext	x-6

SCHEDULE B - FUND TRANSFERS AND/OR EQUIPMENT REQUESTS

Finance and Personnel Committee Meeting: January 13, 2016

Department Account Name	Amount of Transfer		Reason
	From	To	
<u>Assessor</u> State Manufacturing Assessment Payment Operating Expenditures	\$64,000	\$64,000	The outstanding balance in the State Manufacturing Assessment Payment special fund results from two payments being made in the same year. The increase in operating expenses results from court related cases with higher than anticipated costs. The amount represents outstanding invoices from 2015.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous