

Ref: CC File No. 110451  
11025

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

DATE: September 15, 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

Finance & Personnel Committee Meeting: September 15, 2011

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>				
<u>DOA-BUSINESS OPERATIONS DIVISION</u>				
110284	Purchasing Agent Senior	4	7/23/11	
110435	Document Services Technician	338	7/16/2011	
<u>ELECTION COMMISSION</u>				
110285	Election Services Manager	9	8/20/11	
<u>DEPT. OF EMPLOYEE RELATIONS</u>				
110426	Office Assistant III	425	7/30/2011	
110427	Claims Adjuster Senior	4		
<u>FIRE DEPARTMENT</u>				
110286-320	Firefighter (35 positions)	850		
110321-24	Heavy Equip. Operator (4 positions)	853	3/20/11	
			4/30/11	
			5/15/11	
			8/24/11	
<u>HEALTH DEPARTMENT</u>				
110325	Health Communication Officer	6	6/24/11	
110326	Public Health Social Worker	594	12/31/09	
11440	Custodial Worker II/City Laborer	215	10/22/10	
110429	Administrative Specialist	2	9/17/11	
110430	Accounting Assistant II	445	8/13/11	
110434	Environmental Health Specialist I/II	530	NA	
<u>LIBRARY</u>				
110327	Library Technician III	425	3/20/11	
110431	Library Technician II	410	8/21/11	
110432	Office Assistant II	410	9/3/11	
110433	Custodial Worker II - City Laborer	215	8/7/11	
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>				
110328-29	Code Enforcement Insp. II (2 positions)	541	7/24/11	
			7/24/11	
110330	Nuisance Control Officer II	516	8/9/10	
110331	Office Assistant III	425	8/7/11	
110332	Office Assistant II (0.5 FTE)	410	5/1/11	
<u>POLICE DEPARTMENT</u>				
110367-68	Helpdesk Specialist II (2 positions)	540	NA	
110369-71	Police Dispatcher (3 positions)	478	NA	
110372-74	Police Sergeant (3 positions)	831	NA	
110375-77	Police Telecommunicator (Reg) (3 pos.)	425	8/12/11	
110378-90	Police Aide (13 positions)	480	NA	
110391-425	Police Officer (35 positions)	801	NA	

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I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
<u>DPW-ADMINISTRATIVE SERVICES</u>				
110333	Safety Specialist-Senior	4	6/18/11	
110334	Driver Training Instructor	555	12/30/10	
<u>DPW-INFRASTRUCTURE SERVICES</u>				
110335	Administrative Assistant III	530	9/23/11	
110336	Office Assistant III	425		
110337	Office Assistant II	410		
110338-39	Inventory Assistant II (2 positions)	338	11/27/10 12/11/10	
<u>DPW-OPERATIONS DIVISION</u>				
110340	Sanitation District Manager	7		
110342-43	Urban Forestry Manager (2 positions)	7	9/28/11 11/2/11	
110344	Urban Forestry Crew Leader	282	12/11/10	
110345	Nursery Specialist	238	12/19/10	
110346-49	Vehicle Service Tech,-Heavy (4 pos.)	260	6/29/10 12/31/10 3/5/11 3/5/11	
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>				
<u>EMPLOYES' RETIREMENT SYSTEM</u>				
110352	Office Assistant III	425	8/20/11	
<u>HEALTH DEPARTMENT</u>				
110353	Public Health Nurse - EFM	666	8/25/11	
110428	Public Health Nurse - EFM	666	8/20/11	
<u>PORT OF MILWAUKEE</u>				
110355-56	Port Maintenance Tech. (2 positions)	276	4/16/11 8/6/11	
<u>DPW-PARKING FUND</u>				
110357	Assistant Tow Lot Manager	6	9/2/11	
110358	Communications Assistant IV	455	7/30/11	
<u>DPW-WATER WORKS</u>				
110360	Sr. Water Treatment Plant Operator	291	8/7/11	
110362	Water Meter Specialist	255	2/5/11	
110363-66	Water Treatment Plant Oper. (4 pos.)	252	7/29/11 7/9/11 7/25/11 7/25/11	

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Department Account Name	Amount of Transfer		Reason
	From	To	
DPW-INFRASTRUCTURE ST211070000 Reconstruction/Resurface Project ST212110000 Alley Reconstruction Program	\$300,000.00	\$300,000	In 2011, an unusually high amount of assessments are attributed to projects going through the public hearing process. The transfer will allow the department to maximize the use of the 2011 non-assessable alley allocation.
ST32011000 Major Street Capital Program ST21111000 Street Resurfacing/Reconstruction	\$156,500.00	\$156,500	Funds are budgeted in the Major Streets accounts but need to be transferred to the Street Reconstruction/Resurface account because no grant funds are included in these projects.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous Matters