

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

DATE: December 10, 2025

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: December 10, 2025  
 CCFN 251190

Vacancies listed  
 were approved by  
 Finance & Personnel  
 unless otherwise  
 indicated.

Req. I.D. No.	Department and Position	Pay Range	Date Vacant	Committee Action
	<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>			
	<u>DEPT. OF ADMINISTRATION-INFORMATION AND TECHNOLOGY MANAGEMENT DIVISION</u>			
12046	IT Support Specialist - Lead	2LN	10/9/25	
12048	IT Support Specialist - Senior	2JN	8/16/25	
12049	GIS Analyst - Senior	2JX	11/22/25	
	<u>DEPT. OF ADMINISTRATION-ENVIRONMENTAL COLLABORATION OFFICE</u>			
12058	Environ. Sustainability Prog. Coord.	2JX	11/15/25	
	<u>ASSESSOR'S OFFICE</u>			
12050	Residential Property Appraiser 3	2HN	11/5/25	
	<u>CITY ATTORNEY</u>			
12045	Docketing Coordinator	2JN	12/1/26	
12047	Assistant City Attorney V	2TX	12/31/25	
12081	Legal Office Assistant 2	6MN	9/14/25	
	<u>CITY CLERK</u>			
12042	Administrative Assistant II	6KN	9/26/25	
12102	License Specialist II	5IN	1/4/26	
	<u>DEPT. CITY DEVELOPMENT</u>			
12055	Program Assistant I	5GN	11/22/25	
12088	Senior Planner	2MX	12/7/25	
	<u>CITY TREASURER</u>			
12078	Customer Service Specialist	1FX	3/8/25	
12079	Customer Service Representative III	6KN	11/8/25	
	<u>COMPTROLLER</u>			
12062	Accounting Specialist	2JX	10/25/25	
12063	Senior Auditor	2KX	7/11/25	
	<u>DEPT. EMERGENCY COMMUNICATIONS</u>			
12069	Emergency Comms. Officer I (15 Pos.)	5IN	NA	
	<u>FIRE DEPARTMENT</u>			
12031	Mobile Integ. Healthcare Prog. Spvr.	4EN	10/31/35	
12083	Fire Lieutenant (23 Positions)	4EN	NA	
12084	Mob. Integ. Healthcare Prog. Op. Coord.	4EN	12/20/25	
12085	Milw. Overdose Response Practitioner	4DN	12/20/25	
12086	Facilities Manager	1KX	11/22/25	

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	<b><u>HEALTH DEPARTMENT</u></b>			
12053	Medical Laboratory Technician	3MN	11/9/25	
12056	Disease Interven. Specialist Coord.	2GN	11/9/25	
12077	Public Health Nurse Supervisor	1GX	12/5/25	
12090	Nurse Practitioner	2OX	12/16/25	
	<b><u>LIBRARY</u></b>			
12051	Program Assistant III	5JN	11/22/25	
12052	Library Security Guard	8AN	11/16/25	
	<b><u>DEPT. NEIGHBORHOOD SERVICES</u></b>			
12093	Permit Desk Supervisor	1DX	11/5/25	
12094	Commercial Code Enf. Insp. 4 (3 Pos.)	7EN	11/9/25 11/9/25 12/20/25	
12095	Residential Code Enf. Insp. 4 (2 Pos.)	7EN	11/9/25 10/25/25	
12096	Customer Service Representative II	6HN	11/22/25	
12097	Neighborhood Imprv. Proj. Insp. 4	7KN	12/21/25	
12098	Electrical Inspector 6	7NN	11/16/25	
12099	Plumbing Inspector 6	7NN	10/12/25	
	<b><u>POLICE DEPARTMENT</u></b>			
11969	Police Sergeant (5 Positions)	4GN-831	2/2/25 2/22/25 3/16/25 6/9/25 5/21/25	
12036	Building Maintenance Supervisor	1IX	12/9/25	
12038	HVAC Maintenance Technician 1	7BN	1/6/26	
12040	Custodial Worker 1	8AN	10/22/25	
12082	Helpdesk Specialist II	3RN	11/8/25	
	<b><u>DPW-INFRASTRUCTURE SERVICES DIVISION</u></b>			
12037	Custodial Worker 3	8CN	10/4/25	
12041	Civil Engineer III	2MN	1/3/26	
12075	Street Repair Supervisor	1EX	NA	
	<b><u>DPW-OPERATIONS DIVISION</u></b>			
12044	Fleet Operations Manager	1HX	11/15/25	
12061	Fleet Operations Supervisor	1EX	11/9/25	
12065	Tire Repair Worker	7BN	9/6/25	
12066	Fleet Repair Supervisor	1GX	9/1/25	
12070	Sanitation Supervisor	1EX	11/22/25	
12071	Urban Forestry Manager	1GX	TBD	
12064	Sanitation Area Manager	1HX	NA	

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	<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>			
12054	<u>HEALTH DEPARTMENT</u> Home Environ. Health Inspec. 4	3QN	11/9/25	
12091	<u>PORT MILWAUKEE</u> Port Operations & Maintenance Tech. 1	7AN	3/30/25	
12039	<u>DPW - TRANSPORTATION</u> Tow Lot Assistant Manager	1GX	10/26/25	
	<u>DPW-WATER WORKS</u>			
12057	Accountant III	2JX	11/23/25	
12067	Water Field Supervisor	1FX	1/3/26	
12072	Water Chemist	2FN	11/30/25	
12073	Accounting Assistant III	5GN	11/29/25	
12092	Water Distribution Investigator	8GN	12/6/25	

## SCHEDULE B - FUND TRANSFERS

Finance and Personnel Committee Meeting: December 10, 2025  
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Fund Transfers listed were approved by the  
 Finance and Personnel Committee

Department Account Name	Amount of Transfer		Reason for Transfer
	From	To	
<b><u>DEPARTMENT EMPLOYEE RELATIONS</u></b>			
Employee Benefits Division			
Unemployment Compensation	\$50,000		Long-Term Disability(LTD) is driven by salary growth, as benefit levels are tied to employee earnings. LTD has been higher than anticipated, with room in the Unemployment, and the EPO funds a transfer can be used.
Health Maintenance Organization (HMO)	\$100,000		
Long Term Disability Insurance		\$150,000	
Health Maintenance Organization (HMO)(EPO)			
Health Care Claims(PPO)	\$800,000	\$800,000	The PPO is based on employee usage; the shortage exists due to an increased number of claims for employees who carry it.
<b><u>DEPARTMENT NEIGHBORHOOD SERVICES</u></b>			
2025 Salaries & Wages			
2025 Animal Pound Special Fund R384	\$101,174	\$101,174	DNS' Animal Pound Contract Special Fund will have insufficient funds due to an unexpected expense not budgeted in the 2025 budget. The shortfall occurred because the MADACC membership cost was not known at the time the proposed budget was developed. Salary Funds are available due to vacancies.
PORT MILWAUKEE			
2025 Salaries & Wages			
2025 Operating Expenditures	\$140,000	\$140,000	The Port experienced higher than expected operational expenses and unanticipated costs that arose during the year. Salary funds are available due to vacancies and filling some positions at lower salary rates.
<b><u>DPW - TRANSPORTATION</u></b>			
Surface and Tow Lot Repaving			
Parking EV Fleet	\$353,170	\$353,170	Funds for repaving the tow lot are now being accounted for in a different account, transfer would provide funding for more urgent parking needs such as replacing fleet and providing equipment for additional Parking Enforcement Officers.

## SCHEDULE C - GENERAL MATTERS

## 1. Miscellaneous