

**AGENDA OF ITEMS TO BE CONSIDERED  
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

CSC-Status - Under Civil Service  
Unless Noted as Exempt (E)

Finance & Personnel Committee Meeting: September 15, 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.			
<b><u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u></b>											
<b><u>DOA-BUSINESS OPERATIONS DIVISION</u></b>											
110284	Purchasing Agent Senior	4	7/23/11	3	2	1	0	0	Exempt	Int/Ext	x-3
110435	Document Services Technician	338	7/16/2011	6	5	1	0	0		Int/Ext	x-2b
<b><u>ELECTION COMMISSION</u></b>											
110285	Election Services Manager	9	8/20/11	1	0	1	0	0	Exempt	Int/Ext	x-2
<b><u>DEPT. OF EMPLOYEE RELATIONS</u></b>											
110426	Office Assistant III	425	7/30/2011	1	0	1	0	0	Exempt	Int	x-2a
110427	Claims Adjuster Senior	4		2	1	1	0	0		Int	x-2a
<b><u>FIRE DEPARTMENT</u></b>											
110286-320	Firefighter (35 positions)	850		454	380	35	0	39	Exempt	Ext	x-1
110321-24	Heavy Equip. Operator (4 positions)	853	3/20/11 4/30/11 5/15/11 8/24/11	180	176	4	0	0		Int	x-1
<b><u>HEALTH DEPARTMENT</u></b>											
110325	Health Communication Officer	6	6/24/11	1	0	1	0	0	Exempt	Int/Ext	x-2b
110326	Public Health Social Worker	594	12/31/09	3	0	1	1	1		Int/Ext	x-2b
11440	Custodial Worker II/City Laborer	215	10/22/10	7	5	1	0	0	Exempt	Int/Ext	x-2b
110429	Administrative Specialist	2	9/17/11	1	0	1	0	0		Int/Ext	x-2a
110430	Accounting Assistant II	445	8/13/11	5	4	1	0	0	Exempt	Int/Ext	x-3
110434	Environmental Health Specialist I/II	530	NA	18	17	1	1	0		Int/Ext	x-2a
<b><u>LIBRARY</u></b>											
110327	Library Technician III	425	3/20/11	3	2	1	0	0	Exempt	Int	x-2b
110431	Library Technician II	410	8/21/11	11	10	1	0	0		Int	x-2b
110432	Office Assistant II	410	9/3/11	4	1	1	1	1	Exempt	Int/Ext	x-3
110433	Custodial Worker II - City Laborer	215	8/7/11	28	24	1	2	1		Int/Ext	x-2b
<b><u>DEPT. OF NEIGHBORHOOD SERVICES</u></b>											
110328-29	Code Enforcement Insp. II (2 positions)	541	7/24/11 7/24/11	55	44	2	7	2	Exempt	Ext	x-2b
110330	Nuisance Control Officer II	516	8/9/10	18	15	1	0	2		Ext	x-2b
110331	Office Assistant III	425	8/7/11	15	12	1	0	2	Exempt	Int/Ext	x-3
110332	Office Assistant II (0.5 FTE)	410	5/1/11	11	7	1	1	2		Int/Ext	x-3
<b><u>POLICE DEPARTMENT</u></b>											
110367-68	Helpdesk Specialist II (2 positions)	540	NA	9	7	2	0	0	Exempt	Ext	x-3
110369-71	Police Dispatcher (3 positions)	478	NA	53	45	3	0	5		Int/Ext	x-1
110372-74	Police Sergeant (3 positions)	831	NA	194	192	3	0	0	Exempt	Int	x-1
110375-77	Police Telecommunicator (Reg) (3 pos.)	425	8/12/11	52	49	3	0	0		Ext	x-1
110378-90	Police Aide (13 positions)	480	NA	67	63	13	0	0	Exempt	Ext	x-1
110391-425	Police Officer (35 positions)	801	NA	1432	1326	35	0	71		Ext	x-1
<b><u>DPW-ADMINISTRATIVE SERVICES</u></b>											
110333	Safety Specialist-Senior	4	6/18/11	3	2	1	0	0	Exempt	Int/Ext	x-3
110334	Driver Training Instructor	555	12/30/10	2	1	1	0	0		Int	x-1/2

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<u>DPW-INFRASTRUCTURE SERVICES</u>											
110335	Administrative Assistant III	530	9/23/11	1	0	1	0	0		Int/Ext	x-3
110336	Office Assistant III	425		2	1	1	0	0	75% Capital	Int	x-3
110337	Office Assistant II	410		1	0	1	0	0	25% Capital	Int	x-3
110338-39	Inventory Assistant II (2 positions)	338	11/27/10 12/11/10	6	4	2	0	0	40% Capital	Int	x-2b
<u>DPW-OPERATIONS DIVISION</u>											
110340	Sanitation District Manager	7		6	5	1	0	0		Int	x-2b
110342-43	Urban Forestry Manager (2 positions)	7	9/28/11 11/2/11	10	8	2	0	0		Int/Ext	x-2b
110344	Urban Forestry Crew Leader	282	12/11/10	22	21	1	0	0		Int/Ext	x-2b
110345	Nursery Specialist	238	12/19/10	4	3	1	0	0		Int/Ext	x-2b
110346-49	Vehicle Service Tech,-Heavy (4 pos.)	260	6/29/10 12/31/10 3/5/11 3/5/11	33	29	4	0	0		Int/Ext	x-2b
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>EMPLOYES' RETIREMENT SYSTEM</u>											
110352	Office Assistant III	425	8/20/11	2	1	1	1	0	Pension Trust	Ext	x-6
<u>HEALTH DEPARTMENT</u>											
110353	Public Health Nurse - EFM	666	8/25/11	61	60	1	0	0	MCHVP/Proj. Launch	Ext	x-6
110428	Public Health Nurse - EFM	666	8/20/11	61	60	1	0	0	Project LAUNCH	Ext	x-6
<u>PORT OF MILWAUKEE</u>											
110355-56	Port Maintenance Tech. (2 positions)	276	4/16/11 8/6/11	6	2	2	0	2	Port	Int/Ext	x-6
<u>DPW-PARKING FUND</u>											
110357	Assistant Tow Lot Manager	6	9/2/11	1	0	1	0	0	Parking Fund	Int/Ext	x-6
110358	Communications Assistant IV	455	7/30/11	5	4	1	0	0	Parking Fund	Int	x-6
<u>DPW-WATER WORKS</u>											
110360	Sr. Water Treatment Plant Operator	291	8/7/11	24	21	1	2	0	Water Works	Int	x-6
110362	Water Meter Specialist	255	2/5/11	6	4	1	0	1	Water Works	Int	x-6
110363-66	Water Treatment Plant Oper. (4 pos.)	252	7/29/11 7/9/11 7/25/11 7/25/11	14	6	4	0	4	Water Works	Int/Ext	x-6

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

Finance and Personnel Meeting: September 15, 2011

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