

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

DATE: September 20, 2017

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 20, 2017  
CCFN 170616

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. Authori- zation	Vac. Prev. Appr.	Other Vac.			
	<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>										
	<u>DOA-INFORMATION &amp; TECHNOLOGY MGMT. DIV.</u>										
4906	IT Support Specialist (2 positions)	2EN	9/21/17 9/21/17	7	3	2	0	2		Int	x-2b
4907	IT Project Coordinator	2EX	NA	2	0	1	0	1		Int/Ext	x-2b
	<u>DOA-PURCHASING DIVISION</u>										
4848	Purchasing Agent-Sr.	2EX	9/2/17	4	1	1	2	0		Int/Ext	x-2b
	<u>ASSESSOR</u>										
4836	Administrative Services Supv.	1BX	9/1/17	1	0	1	0	0		Int	x-3
4844	Program Assistant II	5FN	TBD	1	0	1	0	0		Int	x-2b
3630	Property Appraiser	2DN	4/15/17	28	27	1	0	0		Int/Ext	x-2a
	<u>CITY ATTORNEY</u>										
4919	Legal Office Assistant	6JN	8/26/17	3	2	1	0	0		Int/Ext	x-2b
4920	Assistant City Attorney V	2QX	9/12/17	36	30	1	3	2		Int/Ext	x-2b
	<u>CITY TREASURER</u>										
4891	Customer Service Rep. II	6GN	8/12/17	5	4	1	0	0		Ext	x-2b
	<u>DEPT. OF EMPLOYEE RELATIONS</u>										
4908	Office Assistant III	6FN	TBD	1	0	1	0	0		Int/Ext	x-3
4909	Program Assistant I	5EN	TBD	1	0	1	0	0		Int	x-3
4911	Program Assistant II	5FN	8/1/17	1	0	1	0	0		Int	x-3
	<u>FIRE AND POLICE COMMISSION</u>										
4898	Human Resources Rep.	2HX	9/10/17	2	1	1	0	0		Int/Ext	x-2a
	<u>HEALTH DEPARTMENT</u>										
4914	Public Health Nurse 1	2DN	7/22/17	32	24	1	0	7		Int/Ext	x-2b
4916	Custodial Wkr. II/City Laborer (2 pos.)	8DN	8/26/17 8/2/17	8	3	2	0	3		Int/Ext	x-2b
4917	Health Interpreter Aide	5AN	8/26/17	1	0	1	0	0		Int/Ext	x-2b
	<u>LIBRARY</u>										
4895	Librarian II	2EN	8/16/17	11	10	1	0	0		Int/Ext	x-2b
4896	Librarian III (4 positions)	2FN	8/6/17 8/19/17 9/1/17 8/12/17	49	33	4	0	12		Int/Ext	x-2b
4897	Library Branch Manager	1EX	8/26/17	12	9	1	0	2		Int/Ext	x-2a
4899	Program Assistant II	5FN	8/11/17	3	2	1	0	0		Int/Ext	x-2b
4900	Library Reference Assistant	2BN	9/9/17	17	16	1	0	0		Int/Ext	x-2b
4901	Office Assistant II	6EN	9/23/17	3	2	1	0	0		Int/Ext	x-2b
4902	Custodial Worker II-City Laborer	8DN	9/10/17	27	26	1	0	0		Int/Ext	x-2b
	<u>MUNICIPAL COURT</u>										
4835	Municipal Court Clerk I (2 positions)	6NN	7/29/17 7/12/17	8	5	2	0	1		Int/Ext	x-2b
4863	Customer Service Rep. III	6HN	9/10/17	1	0	1	0	0		Int/Ext	x-2b

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	<u>DEPT. OF NEIGHBORHOOD SERVICES</u>								Exempt		
4858	Electrical Inspector	2HN	6/2/17	10	9	1	0	0		Ext	x-2a
4872	Plan Examiner Specialist	2EN	7/29/17	2	1	1	0	0		Int/Ext	x-2a
4874	Office Assistant II	6EN	11/6/16	9	5	1	1	2		Ext	x-2b
4875	Boiler Inspector	2HN	8/4/17	3	2	1	0	0		Ext	x-2a
4904	Neighborhood Servs. Operations Dir.	1LX	9/15/17	2	1	1	0	0		Int/Ext	x-2a
	<u>POLICE DEPARTMENT</u>										
4843	Identification Systems Specialist	4H-812	8/30/17	1	0	1	0	0		Int	x-1
4881	Office Assistant III (7 positions)	6FN	NA	21	14	7	0	0		Int/Ext	x-2b
			8/27/17								
4882	Detective (5 positions)	4F-808	8/27/17	191	186	5	0	0		Int	x-1
			8/27/17								
			8/27/17								
			8/27/17								
4883	Police Sergeant (5 positions)	4G-831	7/31/17	199	196	5	0	0		Int	x-1
			8/19/17								
			9/23/17								
			9/23/17								
			NA								
4884	Office Assistant IV (2 positions)	6HN	7/27/17	11	5	2	0	4		Int/Ext	x-2b
			7/29/17								
4889	Emergency Comm. Operator II (7 pos.)	5IN	7/14/17	135	129	7	0	0		Int/Ext	x-1
			7/19/17								
			8/4/17								
			8/19/17								
			8/18/17								
			8/31/17								
			10/8/17								
4880	Office Assistant II (10 positions)	6EN	NA	98	53	10	0	0		Ext	x-2b
	<u>DPW-ADMINISTRATIVE SERVICES</u>										
4864	Accounting Assistant II	6HN	8/12/17	4	3	1	0	1		Int/Ext	x-2b
	<u>DPW-INFRASTRUCTURE SERVICES</u>										
4841	Electrical Services Manager	1GX	9/10/17	5	4	1	2	1	70% Capital	Int	x-2b
4852	Muni. Services Electrician Apprentice	7KN	NA	84	78	1	2	3	65% Capital	Int	x-2b
4847	Engineering Drafting Tech. IV	3NN	7/22/17	15	13	1	1	0	100% Capital	Int	x-2b
4860	Electrical Worker	7FN	8/27/17	33	22	1	1	9	65% Capital	Int/Ext	x-2b
4859	Locator Technician	8DN	8/27/17	13	11	1	1	0		Int/Ext	x-2b
4865	Business Support Liaison	2HX	10/2/17	1	0	1	0	0		Int/Ext	x-2b
4893	Street Operations Supervisor	1BX	9/1/17	3	2	1	0	0		Int	x-2b
	<u>DPW-OPERATIONS DIVISION</u>										
4833	Equipment Parts Assistant	6IN	6/5/17	7	6	1	0	0		Int/Ext	x-2b
4818	Communications Asst. IV	6JN	9/30/17	3	2	1	0	0		Int/Ext	x-2b
4861	Sanitation Supervisor (2 positions)	1AX	8/13/17	22	16	2	2	2		Int/Ext	x-2b
			8/13/17								
4886	Sanitation Supervisor (2 positions)	1AX	9/10/17	22	16	2	2	2		Int/Ext	x-2b

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	NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)											
	HEALTH DEPARTMENT											
4912	Office Assistant IV	6HN	8/13/17	1	0	1	0	0	Well Woman grnt	Int/Ext	x-6	
4913	Program Assistant II	5FN	8/27/17	6	4	1	0	1	CDC Pub Hlth Prep	Int/Ext	x-6	
4915	Lead Risk Assessor I	3GN	6/24/17	8	7	1	0	0	HUD Lead reduc.	Int/Ext	x-6	
4918	Community Education Asst.	5BN	9/23/17	2	0	1	0	1	Well Woman grnt	Int/Ext	x-6	
	DEPT. OF NEIGHBORHOOD SERVICES											
4873	Office Assistant III	6FN	2/26/17	19	13	1	0	5	Targeted Code Enf.	Ext	x-6	
4876	Special Enforcement Manager	1IX	8/13/17	1	0	1	0	0	Targeted Code Enf.	Int	x-6	
	PORT OF MILWAUKEE											
4879	Port Finance Officer	2JX	9/10/17	1	0	1	0	0	Port	Int	x-6	
	DPW-SEWER MAINTENANCE											
4842	Civil Engineer III	2IN	8/11/17	5	4	1	0	0	80% Cap., 20% Reimb.	Int/Ext	x-6	
	DPW-WATER WORKS											
4851	Water Distribution Constr. Mgr.	1EX	8/19/17	2	1	1	0	0	Water Works	Int	x-6	
4853	Water Field Supervisor (2 positions)	1BX	8/19/17	9	7	2	0	0	Water Works	Int/Ext	x-6	
4854	Water Chief Repair Wkr. (2 positions)	8PN	TBD	12	10	2	0	0	Water Works	Int/Ext	x-6	
4855	Water Repair Worker (2 positions)	8LN	TBD	36	30	2	1	3	Water Works	Int/Ext	x-6	
4856	Water Distr. Repair Worker I	8FN	7/29/17	12	11	1	0	0	Water Works	Int/Ext		
4857	Civil Engineer III (2 positions)	2EN	8/19/17	6	4	2	0	0	Water Works	Int/Ext	x-6	
4866	Water Chemist (2 positions)	2EN	10/24/17	9	6	2	1	1	Water Works	Int/Ext	x-6	
4867	Civil Engineer II	2GN	8/18/17	4	3	1	0	0	Water Works	Int/Ext	x-6	
4868	Communications Asst. V	6KN	10/24/17	5	4	1	0	0	Water Works	Int/Ext	x-6	
4878	Customer Service Rep. III	6HN	9/10/17	12	9	1	1	1	Water Works	Int/Ext	x-6	
4869	Water Meter Technician (2 positions)	7DN	8/22/17	22	20	2	0	0	Water Works	Int/Ext	x-6	
4871	Automated Systems Specialist	2IN	9/12/17	4	3	1	0	0	Water Works	Int/Ext	x-6	
4877	Water Plant Instrumentation Spec.	3MN	6/26/17	2	1	1	0	0	Water Works	Int/Ext	x-6	
4888	Customer Service Rep. III	6HN	2/28/16	12	9	1	1	1	Water Works	Int/Ext	x-6	
4885	Water Plant Maintenance Supv.	1CX	9/19/17	1	0	1	0	0	Water Works	Int/Ext	x-6	
4890	Network Coordinator Associate	2EX	9/24/16	2	1	1	0	0	Water Works	Int/Ext	x-6	
			6/6/17									

# SCHEDULE B - FUND TRANSFERS AND/OR EQUIPMENT REQUESTS

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Department Account Name	Amount of Transfer		Reason
	From	To	
<u>DPW-PARKING FUND</u> 2017 Parking Fund Contingent Fund 2017 Salaries 2016 Operating Expenditures	\$425,000 \$149,700	\$574,700	The Parking contingent Fund is used to cover unappropriated costs that are incurred during a budget year. The excess salary amount results from an increased number of vacancies that have occurred in 2017. Funds transferred will be used for 2017-18 costs to cover the city share of CMAQ grant for construction phases 1 and 2 of the Milwaukee Streetcar.

## SCHEDULE C - GENERAL MATTERS

1. Miscellaneous