



City of West Allis Matter Summary

7525 W. Greenfield Ave.
West Allis, WI 53214

File Number	Title	Status
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2007-0394 Communication In Committee

Manager of Information Technology communication requesting a transfer of funds in the Information Technology Division's budget in the amount of \$4,500 from consulting to other salary.

Introduced: 6/19/2007

Controlling Body: Administration & Finance Committee

COMMITTEE RECOMMENDATION

Approved

ACTION DATE:

JUN 19 2007

MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
	✓	Barczak	✓			
		Czaplewski	✓			
		Dobrowski				
		Kopplin				
✓		Lajsic	✓			
		Narlock				
		Reinke <i>exc</i>				✓
		Sengstock				
		Vitale				
		Weigel	✓			
TOTAL			4	-	-	1

SIGNATURE OF COMMITTEE MEMBER

Chair

Vice-Chair

Member

COMMON COUNCIL ACTION **APPROVAL**

ACTION DATE:

JUN 19 2007

MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
✓		Barczak	✓			
		Czaplewski	✓			
		Dobrowski	✓			
		Kopplin	✓			
		Lajsic	✓			
		Narlock	✓			
		Reinke <i>exc</i>				✓
		Sengstock	✓			
		Vitale	✓			
	✓	Weigel	✓			
TOTAL			9	-	-	1



City of West Allis
Department of Information Technology

DATE: June 12, 2007

TO: Mayor Jennette Bell
Common Council Members

FROM: Jim Jandovitz, Manager of Information Technology

SUBJECT: Transfer of funds in the division of Information Technology's budget from consulting to other salary.

Dear Mayor Bell and Common Council Members,

This letter is to request your approval to transfer \$4,500 from the IT Division budget *Consulting* account and to place \$4,000 in the *Other Salary* account and \$500 in the *Fringe Benefit* account. Specifically, \$3400 would come from account no. 100-1101-517-3002 and \$1,100 from account no. 100-1102-517-3002.

This transfer is necessary at this time in order to hire a summer IT worker at 40 hours a week for a 12-week period at \$8.00 per hour. This person will assist the IT Division in the development of documentation for the city computer network, assist in the development of the Web site, aide the GIS Coordinator, and also help in the cloning and upgrading the office computers throughout the city.

Funds are available in the Consulting category for transfer since most IT work has been performed in-house by City Staff this year, thereby eliminating the need for outside technical assistance.

Thank you for your attention to this request. If you have any questions, please feel free to contact me at 302-8331.

Sincerely,

Jim Jandovitz
Manager of Information Technology
City of West Allis

Cc: Paul Ziehler
Gary Schmid