



## Legislation Details (With Text)

<b>File #:</b>	71552	<b>Version:</b>	1	<b>Name:</b>	Recreate the 1.0 FTE position #3297 of Administrative Clerk 1 (CG20, R9) as an Administrative Assistant (CG20, R14), in the Monona Terrace Operating Budget; and reallocate the incumbent, S. Carrizal, to the new position.
<b>Type:</b>	Resolution	<b>Status:</b>			Passed
<b>File created:</b>	5/16/2022	<b>In control:</b>			Human Resources Department
<b>On agenda:</b>	7/12/2022	<b>Final action:</b>			7/12/2022
<b>Enactment date:</b>	7/19/2022	<b>Enactment #:</b>			RES-22-00492
<b>Title:</b>	Recreate the 1.0 FTE position #3297 of Administrative Clerk 1 (CG20, R9) as an Administrative Assistant (CG20, R14), in the Monona Terrace Operating Budget; and reallocate the incumbent, S. Carrizal, to the new position.				
<b>Sponsors:</b>	Satya V. Rhodes-Conway				
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	1. PB Memo MT Admin Clerk.pdf, 2. MT Admin Clerk Assist.pdf				

Date	Ver.	Action By	Action	Result
7/12/2022	1	COMMON COUNCIL	Adopt Unanimously	Pass
6/27/2022	1	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass
6/22/2022	1	PERSONNEL BOARD	Return to Lead with the Recommendation for Approval	Pass
5/25/2022	1	FINANCE COMMITTEE	Referred	
5/24/2022	1	COMMON COUNCIL	Refer	Pass
5/16/2022	1	Human Resources Department	Referred for Introduction	

### Fiscal Note

The proposed resolution recreates an Administrative Clerk position within Monona Terrace to be an Administrative Assistant. The annualized cost increase from this change is \$8,000 to \$10,000. Any additional costs in 2022 will be absorbed within Monona Terrace's existing budget appropriation.

### Title

Recreate the 1.0 FTE position #3297 of Administrative Clerk 1 (CG20, R9) as an Administrative Assistant (CG20, R14), in the Monona Terrace Operating Budget; and reallocate the incumbent, S. Carrizal, to the new position.

### Body

Resolution recreating the 1.0 FTE position #3297 of Administrative Clerk 1 (CG20, R9) as an Administrative Assistant (CG20, R14), in the Monona Terrace Operating Budget, and reallocating the incumbent (S. Carrizal) to the new position, thereof.