



Legislation Details (With Text)

**File #:** 71552      **Version:** 1      **Name:** 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.

**Type:** Resolution      **Status:** Passed

**File created:** 5/16/2022      **In control:** Human Resources Department

**On agenda:** 7/12/2022      **Final action:** 7/12/2022

**Enactment date:** 7/19/2022      **Enactment #:** RES-22-00492

**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.

**Sponsors:** Satya V. Rhodes-Conway

**Indexes:**

**Code sections:**

**Attachments:** 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.