

FINANCE, BUDGET AND PERSONNEL COMMITTEE
MINUTES OF MAY 19, 2015

Meeting called to order by Chairperson Hendler at 5:40 p.m., in the Common Council Chambers, City Hall Plaza.

PRESENT: Alderpersons Rich Reinart, Gordon Earll, Alanna Feddick, and Peter Hendler

ABSENT: Alderperson Rebecca Spiros

ALSO PRESENT: Alderpersons Cummings and Wagner, City Administrator Barg, and City Personnel (Dan Knoeck, Jason Angell, Ben Steinbach and Deb Hall)

Citizen Comments

None

FBP15-052 Motion by Earll, second by Feddick to approve the items on the consent agenda:

1. Minutes of the May 5, 2015 meeting.
2. Minutes of the May 12, 2015 special meeting.
3. Bills in the amount of \$720,814.45.
4. April 2015 Treasury Report.

Motion carried

No items were removed from the consent agenda.

FBP15-053 Motion by Feddick, second by Reinart to write off the personal property tax and interest for the 2013 tax bill for the Tanning Beach in the amount of \$258.73.

Motion carried

FBP15-054 Motion by Feddick, second by Earll to recommend that the Council approve an increase in the City's room tax rate from 6% to 8%, effective January 1, 2016.

Motion carried

FBP15-055 Motion by Reinart, second by Hendler to recommend approval of Budget Resolution No. 8-2015 to the Common Council, transferring \$83,530 from various budgets to the New Bear Exhibit Building budget for completion of the bear exhibit project.

Motion carried

FBP15-056 Motion by Earll, second by Hendler to recommend approval of Budget Resolution No. 9-2015 to the Common Council, transferring \$22,000 from General Fund, Contingency Budget to the Senior Center Operations Budget for relocation and operations of the Senior Center in the Marshfield Mall. Nay – 1 (Feddick)

Motion carried

FBP15-057 Motion by Earll, second by Reinart to recommend approval of Budget Resolution No. 11-2015 to the Common Council, transferring \$60,000 from General Fund, Contingency Budget, to the General Fund, Airport Terminal Building HVAC project for the Marshfield Area Pet Shelter temporary facility. Nays – 2 (Feddick and Reinart)

Motion failed

City Administrator Barg presented the recommendations from the City's Staffing Study Team for proposed changes to the City's Organizational Chart.

Aldersperson Feddick left the meeting at 6:24 p.m.

FBP15-058 Motion by Earll, second by Reinart to recommend approval of the following changes to the Organizational Chart to the Common Council with an effective date set for January 1, 2016.

- Change Planning & Economic Development to Development Services Department
- Move GIS Coordinator to under the Engineering Division
- Move Inspection Services from Public Works to Planning & Economic Development
- Reassign oversight of Airport to Public Works Department
- Reassign oversight of Cemetery to Parks & Recreation Department

Motion carried

The last two items that were recommended; (1) Begin efforts to create a Facilities Management section in Public Works Department; and (2) Create Administrative Services Department to oversee the Finance, Technology and Assessing Departments; appointing one of the 3 department heads as Administrative Services Coordinator, were held over until the June 2, 2015 meeting.

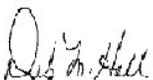
City Administrator Barg updated the committee on the status of the recommendations made from the Staffing Study report.

- Strategic Planning sessions are ongoing. The next one will be held on Tuesday, May 26th.
- Coordinate code enforcement in Community Development. That was completed last year and is going very well with Sam Schroeder, Zoning Administrator, being the lead person.
- Review and address the spatial workflow and relationships. Finance has been moved from 7th floor to 5th floor and the Assessor's Office from 5th floor to 2nd floor.
- Create centralized facility management within Public Works. This has been talked about and will be addressed again in two weeks.
- Foster professional development and succession planning. This is going to take some time and effort as is performance measurement.
- They are always looking for opportunities to partner with other organizations and make better use of technology.
- Outsourcing opportunities are pursued as appropriate.
- The special assessment process was reviewed and updated in 2014.

FUTURE AGENDA ITEMS

None

Motion by Reinart to adjourn at 6:29 p.m.



Deb M. Hall
City Clerk