

**FINANCE, BUDGET AND PERSONNEL COMMITTEE**  
**MINUTES OF OCTOBER 21, 2014**

Meeting called to order by Chairperson Feddick at 5:30 p.m., in the Common Council Chambers, City Hall Plaza.

**PRESENT:** Alderpersons Alanna Feddick, Gordon Earll, Peter Hendler, Rebecca Spiros and Char Smith

**ABSENT:** None

**ALSO PRESENT:** Alderperson Wagner, Mayor Meyer, City Administrator Barg and City Personnel (Lara Baehr, Brenda Hanson, Joan Spencer, Bob Haight, Keith Strey and Deb Hall)

**Citizen Comments**

None

**FBP14-083** Motion by Hendler, second by Smith to approve the items on the consent agenda:

1. Minutes of the October 7, 2014 meeting.
2. Bills in the amount of \$726,095.47.
3. Report of Personnel Actions of October 21, 2014.
4. September 2014 Treasurer's Report

**Motion carried**

No items were removed from the consent agenda.

Discussion was held on staffing in the Assessor's office. Deputy Assessor Feig will be retiring on October 31, 2014. City Assessor Spencer has suggested that it may be workable to not refill that position but increase the .6 position of Administrative Assistant II to a full time position. Currently they are involved in cross-training for the three positions in the department. They have evolved electronically over the last few years and they are to the point right now where a lot of the work that they are currently doing is hardwired into the system. There isn't as much new construction as there used to be in past years. She feels that they can handle the work load in 2015.

**FBP14-084** Motion by Hendler, second by Earll to approve not filling the Deputy Assessor position and to move the .6 FTE Administrative Assistant II position to full-time effective November 3, 2014.

**Motion carried**

**FBP14-085** Motion by Earll, second by Spiros to recommend approval of Budget Resolution No. 25-2014 to the Common Council, transferring \$4,878 from State Grants to the Fire Protection General Fund to pay for training on the PEAC-WMD software.

**Motion carried**

**FBP14-086** Motion by Hendler, second by Earll to recommend approval of Payroll Resolution No. 2014-61 to the Common Council, authorizing the early swim Lifeguard rate to be \$9.75 an hour effective October 28, 2014. Nay – 1 (Smith)

**Motion carried**

City Administrator Barg updated the committee on the implementation of the staffing study recommendations.

- Support Technician Position – Originally this was to be effective July 1, 2015 but they are trying to find some additional funds for other projects so this might be moved to October 1, 2015.

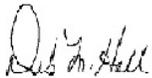
- Strategic Planning Sessions – Looking at doing these sessions possibly in January or February. Two 2 hour sessions will be held. One just for the Council and the second one would include staff.
- The relocation of the Finance Department to the 5<sup>th</sup> floor has begun. The Assessor's Department has moved to the 2<sup>nd</sup> floor. The Finance Department will be moving to the 5<sup>th</sup> floor the 1<sup>st</sup> week of November.
- The other items that were listed in the staffing study like restructuring departments, etc. he will be working on in 2015.

**FUTURE AGENDA ITEMS**

None

Motion by Hendler, second by Smith to adjourn at 5:54 p.m.

**Motion carried**



Deb M. Hall  
City Clerk