



CITY OF MARSHFIELD

MEETING NOTICE

MEETING AGENDA
FINANCE, BUDGET AND PERSONNEL COMMITTEE
TUESDAY, JULY 16, 2013
Common Council Chambers, Lower Level, City Hall Plaza

5:30 p.m.

1. Call to Order – Chair Peter O. Hendler
2. Approval of minutes of June 4, 2013 meeting
3. Citizen Comments
4. Request to approve bills and payroll. Presented by Brenda Hanson, Assistant Finance Director.

Recommended Action: Approve the bills and payroll as presented.

5. Presentation of May 2013 and June 2013 Treasury Report. Presented by Brenda Hanson, Assistant Finance Director.

Recommended Action: Accept and place on file.

6. Presentation of the Position Control Report as of June 2013. Presented by Lara Baehr, Human Resources Manager.

Recommended Action: Accept and place on file.

7. Presentation of the Report of Personnel Actions. Presented by Lara Baehr, Human Resources Manager.

Recommended Action: Accept and place on file.

8. Presentation – refilling vacant full-time Library Administrative Assistant position. Presented by Lori Belongia, Library Director.

Recommended action: None, for information only.

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9. Request to approve revised Personnel Policy No. 3.525, Family and Medical Leave. Presented by Lara Baehr, Human Resource Manager.

Recommended Action: Approve revised Personnel Policy No. 3.525.

10. Request to authorize the Human Resources Manager to fill the position of Administrative Assistant II in the Street Division. Presented by Brian Panzer, Street Superintendent.

Recommended Action: Approve filling the Administrative Assistant II.

11. Overview of upcoming procurement process for taxi service. Presented by Steve Barg, City Administrator.

Recommended Action: None, for information only.

12. Recommended items for future agendas.

13. Adjourn.

Posted this day, July 12, 2013 at 4:00 p.m., by Deb M. Hall, City Clerk

NOTICE

It is possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Deb M. Hall, City Clerk, at 630 South Central Avenue or by calling (715) 384-3636.