

*****ATTACHMENTS*****

CITY OF SHEBOYGAN

REQUEST FOR SALARIES AND GRIEVANCE COMMITTEE CONSIDERATION

ITEM DESCRIPTION: 2016 Table of Organization Change: Assessor's Department

REPORT PREPARED BY: Sandy Rohrick, Human Resources Director

REPORT DATE: June 7, 2016

MEETING DATE: June 13, 2016

FISCAL SUMMARY:

Budget Line Item: N/A
Budget Summary: N/A
Budgeted Expenditure: N/A
Budgeted Revenue: N/A

STATUTORY REFERENCE:

Wisconsin Statutes: N/A
Municipal Code: N/A

BACKGROUND / ANALYSIS:

In December 2015, the functions performed in the City of Sheboygan Assessors Department were outsourced. This General Ordinance has been created to reflect this action already approved by City Council.

STAFF COMMENTS:

This General Ordinance properly reflects the prior approval transitioning Assessor responsibilities to Grota Appraisals, LLC.

ACTION REQUESTED:

Motion to recommend the Common Council approval the General Ordinance Number 8-16-17, amending the Table of Organization, deleting the six positions listed.

ATTACHMENTS:

- I. General Ordinance Number 8-16-17

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Gen. Ord. No. 8 - 16 - 17. By Alderperson Donohue. June 6, 2016.

AN ORDINANCE amending Section 82-33 of the Sheboygan Municipal Code so as to delete the positions in the Assessor's Department for the City of Sheboygan.

THE COMMON COUNCIL OF THE CITY OF SHEBOYGAN DO ORDAIN AS FOLLOWS:

Section 1. Section 29-75 of the 1975 Sheboygan Municipal Code entitled, "List of Classes and Class Specifications," is hereby amended in Section 1 Assessor's Department as follows:

1. ASSESSOR'S DEPARTMENT

DELETE:

	Class Grade	NO. of Employees
City Assessor	11	1
Deputy City Assessor	11	0
Property Appraiser II	9	1
Property Appraiser II	8	1
Assessment Technician	6	1
City Assessor Extra Help	mkt	

Section 2. All ordinances or parts thereof in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict, and this ordinance shall be in effect from and after its passage and publication.

Sal & Greed.

Theresa M. Horvath

I HEREBY CERTIFY that the foregoing Ordinance was duly passed by the Common Council of the City of Sheboygan, Wisconsin, on the _____ day of _____, 20____.

Dated _____ 20____. _____, City Clerk

Approved _____ 20____. _____, Mayor

CITY OF SHEBOYGAN

REQUEST FOR SALARIES AND GRIEVANCE COMMITTEE CONSIDERATION

ITEM DESCRIPTION: Contracted Services for Temporary IT Assistance

REPORT PREPARED BY: Sandy Rohrick, Human Resources Director

REPORT DATE: June 8, 2016

MEETING DATE: June 13, 2016

FISCAL SUMMARY:

Budget Line Item: N/A
Budget Summary: N/A
Budgeted Expenditure: N/A
Budgeted Revenue: N/A

STATUTORY REFERENCE:

Wisconsin Statutes: N/A
Municipal Code: N/A

BACKGROUND / ANALYSIS:

An Employee has been called to serve the Armed Forces. The tour-of-duty is scheduled for seven months beginning in July, 2016. The position is an Operations / PC Technician. The current hourly pay is \$29.21 with full benefits.

In order to keep operations smooth during the Employee's leave of absence, IT Director David Augustin, has recommended filling the position with temporary contract services that will be fiscally-neutral, yet continue to provide the services needed for continuous operations within the City.

STAFF COMMENTS:

Temporarily hiring a trained expert through an agency provides the flexibility with minimal costs otherwise associated with training during this seven month period. There is no action needed other than to make the committee aware of the situation as a best-practice.

ACTION REQUESTED:

For information purposes only.

ATTACHMENTS:

None