

PERSONNEL COMMITTEE AGENDA  
Monday, June 8, 2015 – 7:00 p.m.  
(or immediately following previously scheduled meeting)  
Lincoln Center – 1519 Water Street

[A quorum of the City Council may attend this meeting]  
[A quorum of the Police & Fire Commission may attend this meeting]

1. Request to create IT Administrator Position.
2. Adjourn into closed session (approximately 7:05 p.m.) pursuant to Wisconsin State Statute 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session for an update on bargaining.
3. Reconvene into open session (approximately 10 minutes after adjourning into closed session).
4. Recommendation of ratification of the 2015 – 2016 Stevens Point Police Officer's Organization Tentative Agreement.
5. Adjournment.

Any person who has special needs while attending this meeting or needs agenda materials for this meeting should contact the City Clerk as soon as possible to ensure a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1560, or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

Copies of the ordinances, resolutions, reports and minutes of the committee meetings are on file at the office of the City Clerk for inspection during normal business hours from 7:30 A.M. to 4:00 P.M.

City of Stevens Point  
1515 Strongs Avenue  
Stevens Point, WI 54481-3594  
Fax: 715-346-1530



**Mike Wiza**  
**Mayor**  
mwiza@stevenspoint.com  
715-346-1570

June 3, 2015

MEMORANDUM

TO: Personnel Committee Members

FROM: Mayor Wiza

RE: Request to Create IT Administrator

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In May, 2015 the Board of Public Works approved pursuing the creation of the above referenced position.

Per City Administrative Policy 2.04, I am recommending the approval of the creation of a full-time IT Administrator position for the City of Stevens Point. Based on a review a comparables, the position will be placed in Grade L of the pay plan. (Based on the 2015 matrix, Grade L has a range of \$59,649 - \$76,691)

The position will be housed in a vacant office area located in Engineering and employee will be a direct report to the Mayor. In addition to the salary, it is anticipated that approximately \$5,000 may be necessary for computer related equipment.

Thank you for your consideration and please feel free to contact me with any questions regarding this request.

  
Mike Wiza  
Mayor of the City of Stevens Point