

PERSONNEL COMMITTEE AGENDA
Monday, October 10, 2011 ~ 6:25 p.m.
(or immediately following the previously scheduled meeting)
Lincoln Center – 1519 Water Street
[A quorum of the City Council may attend this meeting]

1. Request to fill vacancy ~ Parks Department.
2. Enter closed session (approximately 6:26 p.m.) pursuant to Wisconsin State Statutes 19.85(1)(c)(e) and (f) for:
 - a. Job Posting Grievance ~ AFSCME Local 309 Streets/Parks and
 - b. For conducting business that for bargaining reasons requires a closed session.
3. Return to open session approximately 20 minutes after adjourning into closed session) for possible action:
 - Job Posting Grievance ~ AFSCME Local 309 Streets/Parks.
 - Action to create new position ~ Transit Mechanic and related issues.
4. 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) 346-1569, TDD# 346-1556, or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

Copies of 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 4:30 p.m.

September 26, 2011

Mayor Andrew Halverson
Personnel Committee
City of Stevens Point
Stevens Point, WI

Re; Filling vacancy

The Parks, Recreation & Forestry Department beginning October 8, 2011, will have a vacancy in our Parks Maintenance & Grounds position, due to the retirement of a staff member. An employee in this position performs an important role as it relates to the day to day semi and skilled manual labor and craftsmanship for all of our indoor and outdoor facilities. This position left open, would make it very difficult for our department to maintain the over thirty structures/buildings currently in our system. Therefore, I would like your permission to fill this vacant position.

Sincerely,

Tom Schrader
Dir. of Parks & Recreational Services

Request approved _____ Date _____
Mayor Andrew Halverson

cc: Lisa Jakusz