

FINANCE AND PERSONNEL COMMITTEE

A meeting of the Finance and Personnel Committee was called to order by Chair Penterman on Wednesday, April 3, 2024 at 5:43 p.m.

Members present: Mayor Penterman, Antoine, Coenen, Eggleston, Moore, and Thiele.

Also present: Ald. Kilgas, Ald. DeCoster, Ald. Schell, Mayor Penterman, Attorney Davidson, DPW/Eng. Neumeier, Fin. Dir, Van Rossum, HR Dir. Swaney, Police Chief Graff, Fire Chief Carrel, Communications and Marketing Mgr. Fencel, Planning and Community Dev. Dir. Kittel, and interested citizens.

1. **Correspondence** - None.

2. **Discussion Topics.**

a. **Compensation Plan discussion.**

On March 18, 2024, the first draft of the proposed compensation plan was presented and discussed. This compensation system uses the data from our 2022 compensation and classification study as a framework and combines elements of performance to enhance the compensation program. Some key highlights of this proposed system were provided. Should this body want to move forward with the proposed compensation plan, the following tentative timeline is being proposed for implementation:

- Final review and potential approval on 4/16/24.
- Education to staff and supervisors beginning in May.
- Review process to be initiated June 1 with a due date of August 31st.
- Merit Incentive Recommendation Forms due by August 31st.
- Merit Incentive Award Team to meet in September to review all recommendations.

Discussion was held and questions answered.

b. **CGI Digital Video Tour Project.**

CGI Digital will work with Wisconsin-based videographers to produce four, 1-minutelong videos. These videos promote growth within cities such as economic opportunities, workforce development, tourism, and community engagement. CGI Digital does all the production, script writing, and filming; the City can determine shoot dates, and will have feedback throughout the entire process. What makes this project cost-free to the City are the sponsorships provided by area businesses. The City would put together a letter of introduction that CGI Digital would distribute to area businesses and ask if they would be interested in having an ad spot on the page that the video is hosted. CGI Digital does all of the canvassing for sponsors, however the City can identify which businesses CGI would reach out to. If in the off chance that none of the area businesses are interested in participating, the project is still made cost-free to the City due to the sponsorship funds CGI Digital has received for the program.

Motion by Thiele, seconded by Coenen to grant permission to the Mayor to enter into an agreement with CGI Digital to participate in their cost-free Community Video Program after the City Attorney reviews the contract.

All members voted aye.

Motion carried.

3. Adjourn.

Motion by Antoine, seconded Moore to adjourn.
All members voted aye.
Motion carried.

Meeting adjourned at 6:23 p.m.

Sally Kenney, Clerk