



FINANCE & HUMAN RESOURCES MEETING AGENDA

Wednesday, March 10, 2021 - 6:00 PM

NOTICE: Pursuant to the current recommendation of the Centers for Disease Control and Prevention limiting the size of public gatherings and the various federal and state orders implementing that recommendation, and to help protect our community from the Coronavirus (COVID-19) pandemic, this meeting will be held virtually through the Zoom platform with each member accessing the meeting remotely as detailed below.

Reasonable accommodations will be made for those citizens who are unable to attend the meeting in the method identified below upon at least two hours' notice. Notice can be given to the Administration Office at 414-329-5208.

To register to attend the meeting, please go to:

<https://zoom.us/j/96935342785>

Please contact the Administration Office at 414-329-5208 if you do not have access to a computer to register for the meeting.

Recordings of the meeting will also be placed on the City's YouTube Account after the meeting.

1. Meeting called to order and roll call
2. Approval of the February 24, 2021 Finance & Human Resources Committee meeting minutes
3. Approval of 2021 Wisconsin Parks and Recreation Association Theme Park Ticket Agreement (S. Jaquish)
4. Approval of mileage reimbursements in the amount of \$304.30
5. Approval of schedules of disbursements in the amount of \$13,087,898.18
6. Discussion and decision to go into closed session, pursuant to Wisconsin Statutes, Section 19.85(1)(c) to consider the following:
 - a. Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (S. Jaquish)
7. Adjourn closed session and reconvene into open session

8. Discussion and decision to create job description, set salary and hire Recreation Supervisor of the Before & After School Programs and AMP events in the Parks & Recreation Department (S. Jaquish)
9. Discussion and decision to revise job description for Recreation Coordinator in the Parks & Recreation department (S. Jaquish)
10. Discussion and decision to revise job description for Recreation Supervisor, Youth and Adult Team/League Sport Programs & Teen activities within the Parks and Recreation Department (S. Jaquish)
11. Discussion and decision to revise job description for Recreation Supervisor, Aquatics, Playgrounds and Enrichment Programs in the Parks and Recreation Department (S. Jaquish)
12. Discussion and decision to revise organizational chart for the Department of Parks and Recreation (S. Jaquish)
13. Items for future agenda
14. Adjourn

MEETING NOTICE

PLEASE NOTE: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language interpreters or other auxiliary aids. For additional information or to request this service, contact the Department of Human Resources at 329-5208, (FAX) 543-6158, TDD 1-800-947-6644 (Wisconsin Telecommunications Relay System), or by writing to the Director of Human Resources/ADA Coordinator at Greenfield City Hall, 7325 West Forest Home Avenue, Room 101, Greenfield, WI 53220. Greenfield City Hall is wheelchair accessible from the west and south entrances, Greenfield Police Department from the main entrance and Greenfield Fire Department, Station #2, from the main entrance.