



CITY OF WAUWATOSA
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EMPLOYEE RELATIONS COMMITTEE MEETING

Tuesday, November 8, 2011

Back of Council Chambers

PRESENT: Alds. Walsh, Ewerdt, Organ - 3

EXCUSED: Ald. Donegan, Berdan

ALSO PRESENT: J. Archambo, City Administrator; A. Kesner, City Atty.; B. Aldana, HR Dir./Asst. City Atty.

Ald. Ewerdt nominated as acting-Chair called the meeting to order at 7:30 p.m.

Ordinance amending Chapter 2.59 of the city code reclassifying the payroll coordinator (for adoption)

The committee reviewed a memo from the Human Resources Director regarding the reclassification of the payroll coordinator.

Moved by Ald. Walsh, seconded by Ald. Berdan
to recommend adoption of an ordinance amending
Chapter 2.59 of the city code reclassifying the Payroll
Coordinator pay grade 4 position – Ayes: 3

Interim operating plan regarding Building and Safety, Physical Plant Operations and Planning

The City Administrator presented an interim operating plan to committee members. This organizational chart creates a Community and Economic Development Department. Mr. Archambo explained that this will be on an interim trial basis for about two months. Ms. Enders will be in charge of the merged departments.

Mr. Archambo said that all functions of planning and building will be managed by Ms. Enders. The municipal complex and the physical maintenance of the police department will be under the direction of Bill Porter. The City Administrator advised that he would come back to this committee at the appropriate time with further recommendations that would include pertinent ordinance changes and resolutions. This new concept is substantially similar to the Horton URS study that was done in 2009. This study includes the creation of a Planner/GIS and a Business Specialist position. Mr. Archambo explained with the suggested changes there could be an estimated savings of \$205,835. Mr. Archambo responded to a question that with the restructuring of duties into one department could save \$90,000 more than what was anticipated in the 2012 budget along with the reduction in Community Development of \$115,000 by the elimination of the vacant Chief Building Official position.

There was a lengthy discussion which included council members in attendance that did not sit on the Employee Relations Committee. Concern was raised if the Economic Development Director was going to be able to handle zoning and planning department activities in addition to her duties without any hindrance. Mr. Archambo explained that he hoped some of the work load could be delegated to the lead positions proposed. He further explained that the lead positions were created to simplify the report structure. Mr. Archambo felt the workload could be done with the positions of Lead Planner, Lead Inspector and Business Specialist in place. Mr. Archambo said that the City Attorney would be taking the lead on the re-writing of the zoning code.

Ald. Nikceovich felt the council members should have been more involved in the restructuring process. She questioned why this didn't happen. The City Attorney advised that the City Administrator has the power to run the city on a day to day basis. He has the power to take action and move forward.

Ms. Aldana mentioned that this is an interim proposal. She said the Council will have the decision making of whether they like the restructuring plan or not when it is brought back.

When asked why at the time the Economic Development Director was hired that it was a good idea to keep the two departments separate, Mr. Archambo explained that the practical aspect is the current economy and budget constraints. The City Attorney reiterated that this is the structure recommended by the Horton URS study.

Ald. Walsh liked the idea of the physical plant operations under the direction of the public works director. However, he questioned how a new director who has only been with the city seven months would be able to take on the additional workload. With the large amount of projects planned for 2012, Mr. Porter's expertise will be needed there. Mr. Archambo felt it made more sense to put the public works building and city hall under guidance of the public works director.

The meeting adjourned at 8:07 p.m.

Carla A. Ledesma, City Clerk
City of Wauwatosa

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