



# City of Madison

City of Madison  
Madison, WI 53703  
www.cityofmadison.com

## Agenda - Approved PERSONNEL BOARD

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Wednesday, September 4, 2013

12:00 PM

210 Martin Luther King, Jr. Blvd.  
Room 103A (City-County Building)

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If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below at least three business days prior to the meeting.

Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese al número de teléfono que figura a continuación tres días hábiles como mínimo antes de la reunión.

Yog hais tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntawv ua lwm hom ntawv los sis lwm cov kev pab kom siv tau cov kev pab, cov kev ua ub no (activity) los sis qhov kev pab cuam, thov hu rau tus xov tooj hauv qab yam tsawg peb hnuv ua hauj lwm ua ntej yuav tuaj sib tham.

Please contact Denise Nettum, Human Resources, 266-4615,  
dnettum@cityofmadison.com

### CALL TO ORDER / ROLL CALL

### APPROVAL OF MINUTES

Approve the minutes of the July 17, 2013 meeting.  
<http://madison.legistar.com/Calendar.aspx>

### PUBLIC COMMENT

Limit to three (3) minutes each person.

### DISCLOSURES AND RECUSALS

Members of the body should make any required disclosures or recusals under the City's Ethics Code.

### NEW BUSINESS

#### [31353](#)

Changing the salary for the hourly classifications of Library Page, Shallow Water Host, Attendant, and Event Aide in Local 60 contracts to the living wage of \$12.19/hr. as of January 6, 2013.

**Sponsors:** Paul R. Soglin

**Attachments:** [PB Memo Living Wage.pdf](#)

#### **Legislative History**

8/22/13	Human Resources Department	Referred for Introduction
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Board of Estimates September 9, 2013, Personnel Board September 4, 2013.

**31367**

Recreate the position (#626) of Planner 2, currently in CG18, Range 08, in CG18, Range 10 in the Planning Division, and reallocate the incumbent (T. Parks) to the new position.

**Sponsors:** Paul R. Soglin

**Attachments:** [PBMemo Planner 3.pdf](#)  
[Planner1-4 Class Spec.pdf](#)  
[Parks PD.pdf](#)

**Legislative History**

8/22/13 PERSONNEL BOARD Referred for Introduction  
 Board of Estimates September 9, 2013, Personnel Board September 4, 2013.

**31193**

Delete the classification of "City Channel Producer/Director 1" in CG20-09; delete the classification of "City Channel Producer/Director 2" in CG20-11; create the classification of "City Channel Producer/Director" in CG20-11; retitle the current City Channel Producer/Director 2s as City Channel Producer/Director (#4024 occupied by J. Schraven; #3318 occupied by C. Lang); recreate the position of City Channel Producer/Director 1 (#3738) currently occupied by C. Richter, as a City Channel Producer/Director and reallocate the incumbent to the new position, all within the Information Technology budget.

**Sponsors:** Paul R. Soglin

**Attachments:** [PB Memo CC Prod Dir.pdf](#)  
[CityChan-PD1.pdf](#)  
[CityChan-PD2.pdf](#)  
[CityChannelProdDir.pdf](#)  
[CRichter PD.pdf](#)

**Legislative History**

8/8/13 Human Resources Referred for Introduction  
 Department  
 Board of Estimates, Personnel Board

**31363**

Deleting and recreating Water Service Inspectors (#1866, #1872, #1876) at the Water Utility - Customer Service section as Field Service Analysts; and reallocating the incumbents into the new positions.

**Sponsors:** Paul R. Soglin

**Attachments:** [PB Memo Water Services 8-20-13.pdf](#)  
[Class DescWater ConstructionInspector.pdf](#)  
[CrossConnectionControllInsp.pdf](#)  
[CD ConstructionInspectorSeries.pdf](#)  
[FS-Analyst PD-20130821.pdf](#)  
[Water FS Analyst PD.pdf](#)  
[CD Playground Tech.pdf](#)  
[CD Weights Measures Inspector1-3.pdf](#)

**Legislative History**

8/23/13      Human Resources      Referred for Introduction  
 Department  
 Board of Estimates September 9, 2013, Personnel Board September 4, 2013.

**31368**      Recreating the Cross Connection Control Inspectors (#1794, #1806, #1852) in  
 CG16/R16.

**Sponsors:**      Paul R. Soglin  
**Attachments:**      [PB Memo Water Services 8-20-13.pdf](#)  
                                  [Class DescWater ConstructionInspector.pdf](#)  
                                  [CrossConnectionControllInsp.pdf](#)  
                                  [CD ConstructionInspectorSeries.pdf](#)  
                                  [FS-Analyst PD-20130821.pdf](#)  
                                  [Water FS Analyst PD.pdf](#)  
                                  [CD Playground Tech.pdf](#)  
                                  [CD Weights Measures Inspector1-3.pdf](#)

**Legislative History**

8/22/13      PERSONNEL BOARD      Referred for Introduction  
 Board of Estimates September 9, 2013, Personnel Board September 4, 2013.

**31419**      Amending Section 3.54(1)(i)1. of the Madison General Ordinances to modify  
 the salary schedule of the Monona Terrace Sales Manager.

**Sponsors:**      Paul R. Soglin  
**Attachments:**      [BODY](#)  
                                  [Personnel Board Memo](#)

**Legislative History**

8/27/13      Attorney's Office/Approval      Referred for Introduction  
 Group  
 Board of Estimates, Personnel Board

**31383**      Amending Section 3.54(1)(b) of the Madison General Ordinances by deleting  
 the classification of "Parks Facility Manager" in CG18, Range 11, and creating  
 the classification of "Warner Park Facility Manager" in CG18, Range 08.

**Sponsors:**      Paul R. Soglin

**Legislative History**

8/26/13      Attorney's Office/Approval      Referred for Introduction  
 Group  
 Board of Estimates, Personnel Board

**31358** Recreate the vacant 1.0 FTE position of Parks Facility Manager (#3557) in the Parks Division budget, currently in CG18, Range 11, as a Warner Park Facility Manager in CG18, Range 08.

**Sponsors:** Paul R. Soglin

**Attachments:** [PBMemo Parks Facility Manager.pdf](#)

[PD Warner Park Facility Manager 8-14-13.pdf](#)

[Class Desc. Warner Park Facility Manager.pdf](#)

**Legislative History**

8/22/13 Human Resources Referred for Introduction  
Department  
Board of Estimates September 9, 2013, Personnel Board September 4, 2013

**31384** Amending Section 3.54(1)(b) of the Madison General Ordinances by deleting the classification of "Zoning Administrator" in Compensation Group 18, Range 12, and creating the classification of "Zoning Administrator" in Compensation Group 18, Range 14.

**Sponsors:** Paul R. Soglin

**Legislative History**

8/26/13 Attorney's Office/Approval Referred for Introduction  
Group  
Board of Estimates, Personnel Board

**31376** Recreate the position (#643) of Zoning Administrator, currently in CG18, Range 12, in CG18, Range 14 in the Building Inspection Division, and reallocate the incumbent (M. Tucker) to the new position.

**Sponsors:** Paul R. Soglin

**Attachments:** [PB Memo Zoning Administrator.pdf](#)

[Tucker PD.pdf](#)

[CD ZoningAdmin \(2\).pdf](#)

**Legislative History**

8/23/13 Human Resources Referred for Introduction  
Department  
Board of Estimates September 9, 2013, Personnel Board September 4, 2013

**31385** Amending Section 3.54(1)(b) of the Madison General Ordinances by deleting the classification of "Housing Assistance Program Supervisor" in Compensation Group 18, Range 07, and creating it in Compensation Group 18, Range 08.

**Sponsors:** Paul R. Soglin

**Legislative History**

8/26/13 Attorney's Office/Approval Referred for Introduction  
Group  
Board of Estimates, Personnel Board

**31377**

Recreate the position (#1043) of Housing Assistance Program Supervisor, currently in CG18, Range 07, in CG18, Range 08 in the Community Development Authority - Housing Operations Unit, and reallocate the incumbent (T. Conrad) to the new position.

**Sponsors:** Paul R. Soglin

**Attachments:** [PBMemo Housing Asst Prog Supv.pdf](#)

[CD HousingAsstProgSup.pdf](#)

[Conrad's PD.PDF](#)

**Legislative History**

8/23/13

Human Resources  
Department

Referred for Introduction

Board of Estimates September 9, 2013, Personnel Board September 4, 2013

**ADJOURNMENT**