



# City of Madison

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

## Meeting Minutes - Approved PERSONNEL BOARD

---

Wednesday, July 17, 2019

3:30 PM

215 Martin Luther King, Jr. Blvd.  
Room 202 (Madison Municipal Building)

---

### CALL TO ORDER / ROLL CALL

**Others present:** Michael Lipski, Emaan Abdel-Halim, Michael Thompson, Victoria Larson, Tameaka Bryant, Lisa Daniels, Dan Rolfs, David Wills, Eric Halvorson, Byron Bishop, Kate Kane, Kellene Leicht

**Present:** 5 - Gary D. Mitchell; Mensah K. Lassey; Dana E. Denny; Angela L. Nash and Erich J. George

### APPROVAL OF MINUTES

A motion was made by Lassey, seconded by Nash, to Approve the Minutes. The motion passed by voice vote/other.

### PUBLIC COMMENT

Dan Rolfs, MPSEA President, made public comment regarding item 3 on the agenda, which was pulled by Common Council and not referred on to Personnel Board at this time

### DISCLOSURES AND RECUSALS

No disclosures or recusals were made

### NEW BUSINESS

- 1 [56637](#) Recreate the Accounting Technician 2 (CG 20, Range 14) position #1029 into an Administrative Analyst 2 (CG18, Range 8) in the CDA Housing Division's operating budget to be filled through an internal competitive process.  
**A motion was made by Nash, seconded by Lassey, to Return to Lead with the Recommendation for Approval to the FINANCE COMMITTEE. The motion passed by voice vote/other.**
- 2 [56638](#) Create the classification of Customer Service Ambassador in CG16, R04 and recreate the following positions of Parking Cashier as Customer Service Ambassadors in the Parking Division operating budget: 1.0 FTE position #3999, 0.9 FTE position #1288, and 0.6 FTE position #3461.  
**A motion was made by Lassey, seconded by Denny, to Return to Lead with the Recommendation for Approval to the FINANCE COMMITTEE. The motion passed by voice vote/other.**
- 3 [56639](#) Create a new classification of Parking Division Manager in CG18, R17 and

delete the existing classification of Assistant Parking Utility Manager in the same CG and Range. Retitle position #1275 as a Parking Division Manager in the Parking Utility operating budget and reallocate the incumbent S. Tolley, to the new position.

**Introduction of file #56639 pulled from agenda by Common Council.**

- 4      [56640](#)      Delete the Real Estate Agent 1-4 classification series in CG 18, Range 6-12 and create a new classification series of Real Estate Specialist 1-4 in the same compensation group and ranges. Recreate positions #4632, #692, and #3611 as Real Estate Specialist 2; positions #695 and #698 as Real Estate Specialist 3; and position #700 as a Real Estate Specialist 4 in the Economic Development Division's operating budget and reallocate the incumbents to the new positions.

**A motion was made by Lassey, seconded by George, to Return to Lead with the Recommendation for Approval to the FINANCE COMMITTEE. The motion passed by voice vote/other.**

#### **ADJOURNMENT**

**A motion was made by Nash, seconded by Denny, to Adjourn. The motion passed by voice vote/other.**