



SPECIAL AGENDA FOR THE REGULAR MEETING OF THE FINANCE / PERSONNEL COMMITTEE

Date and Time:

Monday, July 19, 2021

6:45 P.M.

Location:

City Hall, Committee Room #205, 101 South Blvd. Baraboo

Members Noticed:

Scott Sloan, Jason Kent, Joel Petty

Others Noticed:

Department Heads (*agenda only*), City Admin. C. Bradley, B. Zeman, Post at Library, Media

MEMBERS not attending must notify the Chairperson at least 24 hours before the meeting.

1. Call Meeting to Order
 - a. Roll Call of Membership
 - b. Note compliance with Open Meeting Law
 - c. Approve agenda

2. Action Items
 - a. **Finance Director Position** – Review and recommendation to Common Council on approval of hiring Julie A. Ostrander as City Finance Director effective August 23, 2021.

3. Adjournment

Scott Sloan, Chairperson

Agenda prepared by B. Zeman & posted on 07/16/2021

PLEASE TAKE NOTICE that any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Municipal Clerk, 101 South Blvd., Baraboo, WI or phone (608) 355-2700, during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.

FOR INFORMATION ONLY AND NOT A NOTICE TO PUBLISH

The City of Baraboo, Wisconsin

Background: The Recruitment Committee (Mayor Nelson, Alderman Petty, Tom Pinion, Pat Cannon and Administrator) for the position of Finance Director has concluded their process. The committee has held two rounds of advertising and conducted a couple rounds of interviews.

Recommendation – The Recruitment Committee is presenting the name of Julie Ostrander for the Council’s consideration for appointment to the position of Finance Director. Ms. Ostrander currently serves as the Director of Administration for the City of Lodi and has served in this position since May of 2017. Prior to that position she served as the Finance Director/Treasurer for the City of Rhinelander from 2008-2017. Prior to her work in the government Julie worked in various finance and accounting positions in the private sector as well.

With the City Council’s approval, Ms. Ostrander has an anticipated start date of August 23 at a salary of \$95,000. She has requested that she be given 3 weeks of vacation and 40 hours of sick leave based on her experience and would otherwise follow our basic fringe benefit plan and Employee Handbook policies. The City has granted this amount of vacation and sick leave for other new department heads in the past because we have been recruiting people who have a level of experience that would normally allow them this amount of time off had they stayed in their previous positions.

Fiscal Note: (Check one) Not Required Budgeted Expenditure Not Budgeted
Comments

Resolved, by the Common Council of the City of Baraboo as follows:

Confirming the appointment of Julie Ostrander as Finance Director at an annual salary of \$95,000 and with 120 hours of vacation and 40 hours of sick leave at the start of employment and other standard employee benefits beginning on or around August 23, 2021. For the purposes of vacation accrual she will accrue leave starting at a rate of 168 hours per year.

Offered By: Finance/Personnel **Approved by Mayor:** _____
Motion:
Second: **Certified by City Clerk:** _____