



# CITY OF GRAND RAPIDS

## Meeting Agenda Full Detail City Council

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Thursday, June 27, 2013

7:30 AM

Conference Room 2A

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### Special Meeting

**CALL TO ORDER:** Pursuant to due notice and call thereof a Special Meeting of the Grand Rapids City Council will be held on Thursday, June 27, 2013 at 7:30 a.m. in Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

#### CALL OF ROLL

1. 13-0391 Appointment of Assistant Finance Director.
2. 13-0392 Consider adjusting years of service for recently appointed Finance Director, Barb Baird.

#### ADJOURNMENT

*Attest: Tom Pagel, City Administrator*



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0391      **Version:** 1      **Name:** Appointment of Assistant Finance Director.  
**Type:** Agenda Item      **Status:** Passed  
**File created:** 6/24/2013      **In control:** City Council  
**On agenda:** 6/27/2013      **Final action:** 6/27/2013  
**Title:** Appointment of Assistant Finance Director.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
6/27/2013	1	City Council	Approved As Presented	Pass

Appointment of Assistant Finance Director.

### **Background Information:**

At the May 13, 2013 City Council meeting, the Council authorized staff to begin the process of filling the position of Assistant Finance Director. The position has been posted, the applications were ranked, and interview were held on June 18th and 24th. The interview committee consisting of Finance Director Shirley Miller, Assistant Finance Director Barb Baird, Human Resources Director Lynn DeGrio and Chief of Police Jim Denny is recommending the appointment of Mr. Tim Adamich to the position of Assistant Finance Director.

Tim is a graduate of Grand Rapids High School, attended Itasca Community College, and the St. Cloud State University where he received a Bachelors Degree in Accounting.

Tim is currently a finance manager for Essentia Health Deer River where he is responsible for managing date to day financial operations, provides financial analysis and support to all departments. Tim has extensive experience in financial analysis, financial statement management, budget preparation and overseeing of annual audits.

### **Staff Recommendation:**

Staff is also recommending that the standard performance evaluation be done six months following the date of hire, and will come back to the City Council with an End of Introductory Progress Review along with a salary increase recommendation ranging from 0-5%, depending on the outcome of that review.

### **Requested City Council Action**

Consider the appointment of Mr. Tim Adamich to the position of Assistant Finance Director effective July 29, 2013 at a starting salary of \$64,000 per year and a credit of eleven years of service.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0392      **Version:** 1      **Name:** Consider adjusting years of service for recently appointed Finance Director, Barb Baird.  
**Type:** Agenda Item      **Status:** Passed  
**File created:** 6/24/2013      **In control:** City Council  
**On agenda:** 6/27/2013      **Final action:** 6/27/2013  
**Title:** Consider adjusting years of service for recently appointed Finance Director, Barb Baird.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
6/27/2013	1	City Council	Approved As Presented	Pass

Consider adjusting years of service for recently appointed Finance Director, Barb Baird.

**Background Information:**

Barb Baird was recently appointed to the position of Finance Director effective June 29, 2013. To remain consistent with new non-represented hiring, we would like to adjust Barb's years of service from 13 years to 15 years based on her employment prior to being hired at the City of Grand Rapids.

When the City makes an offer of employment to a non-represented employee, we take into consideration the length of time in similar previous positions and give a 6/10 credit for that time. Based on Barb's three years of service at the City of Cohasset prior to being hired at the City of Grand Rapids, it has been determined that she should receive an additional two years of service credit.

**Staff Recommendation:**

City Administrator Tom Pagel is recommending adjusting the years of service for Barb Baird from 13 years to 15 years, effective June 29, 2013.

**Requested City Council Action**

Consider adjusting years of service for recently appointed Finance Director, Barb Baird from 13 years to 15 years effective June 29, 2013.