



**FINANCE COMMITTEE MEETING - SPECIAL AGENDA**

**TUESDAY, OCTOBER 01, 2024 AT 6:00 PM**

**MUNICIPAL BUILDING COUNCIL CHAMBERS – 106 JONES STREET, WATERTOWN, WI 53094**

**Virtual Meeting Info:** <https://us06web.zoom.us/join> Meeting ID: 282 485 6600 Passcode: 53098 One tap mobile +16469313860

**1. CALL TO ORDER**

**2. BUSINESS**

- A.** Review and take action: Approve hiring Michael Dauer-Jacek for the full time Building Inspector position
- B.** 2025 Budget Proposal: Mayor's recommendations, Debt [Fund 04], Capital Improvements [Fund 05]

**3. ADJOURNMENT**

*Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at [mdunneisen@watertownwi.gov](mailto:mdunneisen@watertownwi.gov), phone 920-262-4006*

*A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only*

# MEMO

## Building, Safety & Zoning Department

**To:** City of Watertown Finance Committee  
**From:** Brian Zirbes, Zoning Administrator  
**Date:** October 1<sup>st</sup>, 2024  
**Subject:** Building Inspector Hiring Step

### Background

Recently Michael Dauer-Jacek was offered the position of Building Inspector at Grade M, Step 3 with 3 weeks of vacation. Mr. Dauer-Jacek is interested in accepting the position but has requested to start the position at Grade M, Step 4 with 4 weeks of vacation. Mr. Dauer-Jacek's experience and credentials very closely match the needs of the city regarding the Building Inspector position.

### Budget Goal

Supports employee retention and growth, while also evaluating operations and the associated staffing.

### Financial Impact

This is within the budgeted salary amounts.

### Recommendation

I am requesting that the Finance Committee consider granting Mr. Dauer-Jacek's request so that we can fill this critical city position.

### 2024 Operational Goals

1. Supports employee retention and growth, and works to address critical staffing areas

## 2025 Budget Presentation Schedule

Mtg	Date	Time	Topics
1	10/01 Tues	6:00	<b>Budget Proposal with Mayor's Recommendation</b> Debt [04] Capital Improvements [05]
2	10/07 Mon	4:30	<b>General Government</b> Common Council, Human Resources, Employee Benefits Media Services IT Municipal Court, Attorney Finance, Elections, Assessor, Audit, Property/Liability Ins <b>Misc Other Funds</b> Economic Development [60] TIDs [08, 09, 10, 19, 23, 30] Transit [13] Tourism [22] Non-recurring Grants (incl ARPA) [24] Fiber Optic [25] CDB Housing [65]
3	10/09 Wed <b>Rm 0008</b>	4:30	<b>Health</b> Public Health Environmental Hlth [14], Health ER Preparedness [15], Seal-a-Smile [18] Humane Society <b>Public Safety</b> Police, Crossing Guards, Dispatch Center Municipal Building, master planning Fire, Emergency Gov't <b>Culture, Education, Recreation</b> Library, Library Operations [11], Library Trust [20] Recreation, Pools, Senior/Com Ctr, Parks Forestry Parks Development [7], Town Square Future Fund [26]
4	10/10 Thur	4:30	<b>Public Works</b> Bldg/Safety/Zoning Engineering Annual Infrastructure [part of 05] Street Division Solid Waste Division [17] Stormwater Utility [16] Airport Water Utility [3] Wastewater Utility [2]
5	10/14 Mon	5:00	Follow-up Finalize Decisions
	Council Chambers		