

Personnel Committee Minutes

Honorable Council
City of Newark, Ohio
November 24, 2015

There was a meeting of the Personnel Committee in Council Chambers on Monday November 23, 2015 following the Capital Improvement Committee with these members in attendance:

Carol Floyd, Chair
Ryan Bubb
Alex Rolletta
Doug Marmie
Marc Guthrie

We wish to Report:

1. **Ordinance No. 15-32** amending the pay range and department authorization tables of the Department of Economic and Community Development for the positions of Grant Writer, Residential Programs Supervisor, Economic Development Coordinator, and Office Manager/Account Clerk and setting compensation therefore. The positions of Assistant Director/Planner, (2) Building Inspectors, Building Inspector/Lead Risk Assessor, (2) Office Assistant/Account Clerks, Code Enforcer will be abolished was considered.

Director Mauter- the purpose of the legislation is really to realign the Department of Development and Community Development to better serve the interests of the City of Newark and its citizens. It also will accurately reflect the structure of the department as it exists today. Your packet also contains the past organizational chart that showed 12 positions under the Director. Then it shows the current organizational chart which shows 4 positions under the Director. We abolished the Transit Coordinator position earlier this year. I am requesting the elimination of 7 positions at this time and that is because the department has evolved in a more efficient and cost effective model with the Director and 4 staff positions. The administration feels the plan is a fiscally responsible proposal because we have modified our organizational structure to be line with our grant budgetary resources and in addition to our staff taking on additional responsibilities and work load. On behalf of the administration, myself and my staff we would like to ask for your support.

Motion by Mr. Rolletta to send Ordinance 15-32 to full Council, second by Mr. Guthrie
Mr. Guthrie- one thing that I think Mark you noted somewhere in the information that you provided us that the value of the grants we have had come in in the last four years. I

didn't know if any of the other Directors like Mr. Rhodes or Mr. Spurgeon would like to comment on the value of those grants and what they have meant to their departments since they are different departments benefiting from those grants.

Director Rhodes- I will be happy to speak about the Parks. We have a wonderful pool now, the Hollander Pool. We have a first class park, Everett Park and we are going to get significant improvements at Levin Park that hasn't been done in years. We have dollars out for a downtown entrance, a grant that we were awarded through the Licking County Foundation. We hope to move the seal that is on the highway to the downtown area. There are two funders, all found through the Department of Development. It is invaluable. If we don't have grant dollars we don't have anything extra in the City of Newark. That is what it comes down to. The things we are doing we couldn't do with General Fund dollars. The cemetery is going to be the recipient of some of those grant dollars coming up. Take a look at Everett Park we have a nice walking path there, we have baseball diamonds, we have a nice Frisbee golf course, invaluable.

Director Spurgeon- if you come to mind my Division certainly Barbara has been invaluable at helping me with the Moving Ohio Forward Grants, we demolished 50 structures. Numerous grants have benefited the Division of Police, Fire and EMS as well.

Mr. Guthrie- I want to thank David and Bill for those comments. You're not going to have to hear me talk about my past much longer but I was a Development Director with OSU for a period of time. In that role I found out writing grants the importance of having to follow those grants up and sort of usher them through. Mark can you talk about the importance of that and Mark I think if I understand correctly that three of the four positions are affected not in the legislation but there will be a move within the department that will result in an upgrade for an employee that will be taking on more work.

Director Mauter- The Account Clerk will go to the Office Manager/Account Clerk position.

Mr. Guthrie- there is also going to be an upgrade for the Economic Development Coordinator position that you are hoping to fill at some point in time.

Director Mauter- correct. I have learned a lot about grants in the last four years since I have been here and a lot of it has come from my Grant Writer, Barbara Gilkes and working with her on a day to day basis. There is a lot of time and effort that goes into this, number one to get awarded the grant you have to do a lot of due diligence to do a good application. I know one of the things that Barbara struggles with is that it takes a lot of follow up to deal with the people. For example the Police Department, the Fire Department the people that she is working for those grants for requires feedback and information again to enhance that application which ultimately enhances the opportunity of getting that grant. There is a lot of work that goes on behind the scenes that a lot of people aren't even aware of.

Mrs. Floyd- Mr. Mauter made a presentation this summer at my church at one of the community luncheons that we had and he gave a very comprehensive report of everything that the Department of Development does. I remember saying at the end of that and he does that with 5 people including himself. The list is huge of all the projects that this department is involved with, with such a small staff. For those of us who have

been around we remember how many other people were there. I want to compliment you and the department on that.

Motion passed by a vote of 4-1 (Mr. Marmie).

Carol Floyd, Chair