



**MONROE CITY COUNCIL**  
**Finance & Human Resources Committee Meeting**  
Tuesday, October 14, 2013, 5:45 P.M.  
Permit Center, City Hall

## MINUTES

### I. Call to Order

A regular meeting of the City of Monroe Finance & Human Resource Committee was held on October 14, 2013, in the Permit Center of City Hall. Committee Chairperson Gamble called the meeting to order at 5:05 p.m.

Committee Present: Councilmembers Jason Gamble, Tom Williams, and Jim Kamp<sup>1</sup>  
Staff Present: Gene R. Brazel, City Administrator; Elizabeth M. Smoot, City Clerk; Ben Warthan, Human Resources Manager  
Citizens Present: None

### II. Approve Minutes

The October 8, 2013, Finance & Human Resources Committee Meeting minutes were approved.

### III. Unfinished Business

A. Non-Represented Employees Performance Review; items discussed:

1. Review of red-lined version of proposed policy (changes made to the interim policy prior to adoption of the final policy); funding levels; and annual and mid-year review dates.
2. Staff will add language regarding reporting to the Finance and Human Resources Committee in February and July on performance evaluations; the Committee Chairperson will report to full Council in this regard.
3. Staff will add language addressing employees who are 'new to role', under section 4.2, Performance Appraisals Language.
4. The proposed policy will be before the full Council for consideration on October 22, 2013.

B. Council Compensation; items discussed:

1. In order to approve prior to the general election, Council must act prior to November 5, 2013. The proposed ordinance will first be presented on October 22, 2013.
2. Staff will add language to the coversheet for the ordinance which includes data collected from a review of like Cities in regards to Council Compensation.
3. Language will be added to the Council Rules of Procedure regarding policy on the regular review of Council Compensation; to be presented at a future meeting along with other amendments to the Council Rules.

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<sup>1</sup> CLERK'S NOTE: Councilmember Kamp arrived at 5:50 p.m.

**IV. New Business**

A. New phone system; items discussed:

1. The City will be purchasing a new phone system from Integra; the new system will provide cost savings to the City; and the new provider was chosen through the RFP process.
2. Review of assets and reserves.

**V. Other**

**VI. Next Committee Meeting**

November 5, 2013, CANCELLED.

**VII. Adjournment**

The Committee Meeting adjourned at 6:07 P.M.