

**AGENDA  
CITY OF HARTFORD  
FINANCE & PERSONNEL COMMITTEE  
CITY HALL COUNCIL CHAMBERS  
TUESDAY, JANUARY 14, 2020  
6:45 P.M.**

1. Call to order.
2. Roll call.
3. Public comment period.
4. Discussion consideration of approving the following licenses: (bartender) Wendy Kuntz, Caitlyn Perez
5. Discussion and consideration of establishing a current Communications Officer Eligibility List to fill the vacated 50% Part-Time Communications Officer's position. (Executive Summary attached)
6. Discussion and consideration of approving the addition of a 4<sup>th</sup> part-time Floater Communications Officer to our approved staffing levels, to be filled with advantage by Communication Officer Courtney. (Executive Summary attached)
7. Discussion and consideration of authorizing appropriate City officials to hire an officer from the current eligibility list to fill an anticipated vacant Patrol Officer position on or after February 12, 2020. (Executive Summary attached)
8. Discussion and consideration of approving a resolution regarding Downtown Lights. (Executive Summary attached)
9. Adjournment.

**NOTE: "PERSONS WITH DISABILITIES REQUIRING SPECIAL ACCOMODATIONS FOR ATTENDANCE AT THE MEETING SHOULD CONTACT THE CITY CLERK AT LEAST ONE (1) BUSINESS DAY PRIOR TO THE MEETING."**

**"MEMBERS OF THE COMMON COUNCIL MAY ATTEND THE ABOVE MEETING, PURSUANT TO STATE EX REL. BADKE V. GREENDALE VILLAGE BOARD, 173 WIS 2D 553, 494 N.W. 2D 408 (1993). SUCH ATTENDANCE MAY BE CONSIDERED A MEETING OF THE COMMON COUNCIL. THIS NOTICE IS GIVEN SO THAT MEMBERS OF THE COMMON COUNCIL MAY ATTEND THE MEETING WITHOUT VIOLATING THE OPEN MEETING LAW."**



**EXECUTIVE SUMMARY**

**TITLE:** Filling of Anticipated Police Officer Staffing Vacancy

**BACKGROUND:**

The Hartford Police Department currently has an active eligibility list for patrol officer candidates. The Retirement of Chief Groves, and the subsequent internal promotion of Lt. MacFarlan to fill that position has resulted in the creation of a necessary series of personnel moves that will ultimately require the hiring of an additional Police Officer to maintain our current authorized staffing levels.

The timely filling of this position would enable us to get this police officer on board and trained in minimal time. This restoration of authorized staffing levels would ensure the best possible operational stability for the department.

**FISCAL IMPACT:**

The Police Officer position that will ultimately be vacated is included in the 2020 operations budget. There will be no additional financial impact.

**RECOMMENDATION:**

To authorize the appropriate city officials to hire an officer from the current eligibility list and to fill an anticipated vacant Patrol Officer position on or after February 12, 2020.

**PREPARED BY:**  **DATE:** 01-09-20  
David A. Groves, Chief of Police

**APPROVED BY:**  **DATE:** 01-09-20  
Steve Volkert, City Administrator

Committee Routing: Finance and Personnel Committee  
Police and Fire Commission

January 14, 2020  
February 12, 2020

**Resolution No. 3555**

**CITY OF HARTFORD  
WASHINGTON COUNTY, WISCONSIN**

**RESOLUTION REGARDING DOWNTOWN LIGHTS**

**WHEREAS**, the City of Hartford Business Improvement District successfully raised money for the establishment of the Downtown Lights, and

**WHEREAS**, the City of Hartford Business Improvement District has established a fund for ongoing maintenance of the Downtown Lights, and

**WHEREAS**, most of the members of the Business Improvement District entered into leases with the City of Hartford for the placement of lights on their building and the leases specified that maintenance responsibilities would be the responsibility of the Business Improvement District, and

**WHEREAS**, the City can request that the BID authorize future funds for maintenance or additions to the current list of buildings with lights, and

**WHEREAS**, the City recognizes the value brought by the Downtown Lights to the City of Hartford and as the lease holder has agreed to assume ongoing maintenance responsibilities of the Downtown Lights.

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, that the City of Hartford shall, in its sole discretion, assume the management and maintenance responsibilities for the Downtown Lights, and the Business Improvement District shall have no ongoing obligation for the management and maintenance of the Downtown Lights.

Dated this 14<sup>th</sup> day of January, 2020.

Signed:

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Timothy C. Michalak, Mayor

ATTEST:

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Lori Hetzel, City Clerk