

PERSONNEL, FINANCE & AUDIT COMMITTEE
TUESDAY, JANUARY 19, 2016 – 5:30 P.M.

NOTICE IS HEREBY GIVEN that a meeting of the Personnel, Finance & Audit Committee of the City of Seward, Nebraska will be held at 5:30 p.m. on Tuesday, January 19, 2016, in the Municipal Building Council Chambers, 142 North 7th Street, Seward, Nebraska, which meeting will be open to the public. An Agenda for such meeting, kept continually current, is available at the Office of the City Clerk, 537 Main Street, Seward, Nebraska, during normal business hours. Individuals requiring physical or sensory accommodations, who desire to attend or participate, please contact the City Clerk's Office at 402.643.2928 no later than 3:30p.m.on the Friday preceding the Meeting.

AGENDA ITEMS

CALL TO ORDER – Chairperson

DISCLOSURE OF OPEN MEETINGS ACT & OTHER NOTIFICATIONS – Chairperson

This is an Open Meeting of the Personnel, Finance & Audit Committee. The City of Seward abides by the Nebraska Open Meetings Act in conducting business. A copy of the Nebraska Open Meetings Act is displayed on the north wall of this meeting room facility as required. Disclosure of meeting recording processes is posted in the Meeting Room. A participant sign-in sheet is available for use by any Citizen addressing the Committee. Presenters shall approach the podium, state their name & address for the record and are asked to limit remarks to five minutes. All remarks shall be directed to the Chair who shall determine by whom any appropriate response shall be made. The City of Seward reserves the right to adjust the order of items on this Agenda if necessary and may elect to take action on any of the items listed.

1 - MINUTES FROM NOVEMBER 4, 2015 MEETING

2 - DISCUSS ACCOUNTANT POSITION AND JOB DESCRIPTION– City Administrator Smith

3 - DISCUSS GENERAL EMPLOYEE RETIREMENT PLAN VESTING SCHEDULE AND CONTRIBUTION PERCENTAGE – City Administrator Smith

4 - DISCUSS WAGE AND BENEFIT COMPARABILITY STUDY - City Administrator Smith

5 - MOTION TO ADJOURN

I, Bonnie Otte, the duly appointed, qualified and acting Assistant Administrator/Clerk-Treasurer/Budget & Human Resource Director of the City of Seward, Nebraska hereby certify:

That the foregoing Notice of Meeting and Agenda for such meeting has been posted in the following places: Seward City Hall, Seward County Courthouse, Seward Memorial Library and CityofSewardNE.com

IN WITNESS WHEREOF, I have hereunto set my hand officially this 14th day of January, 2016.

Bonnie Otte
Assistant Administrator/Clerk-Treasurer/Budget & Human Resource Director