

C.O.W.
8-18-14

14-1590

From: Justin Nickels
Sent: Monday, August 04, 2014 12:01 PM
To: Common Council
Cc: Steve Corbeille; Paul Braun; Jennifer Hudon; Deborah Neuser; Heather Sohlden
Subject: Request
Attachments: Justin M Nickels.vcf

Council,

I am requesting to allow the Planning Department, Finance Department and/or myself to expend up to \$15,000 to use as needed for consultants, legal or other assistance in the interim time while we are vacant a Community Development Director and Associate Planner.

Right now, Paul is the only individual in the Planning Department (plus some of Lisa M.). If you recall, 2 years ago this department had 5 individuals doing the needed work, which included Dave Less who handled most everything.

In the interim, we are all going to help Paul out as much as possible and there are many individuals throughout several departments who already shared with Paul their desire and willingness to help.

I also had Dave Less create a knowledge transfer form and Paul will handle the Planner's workload/duties, as expected.

However, as you can imagine, there will be a lot that simply won't get done due to the man-hours and expertise. Paul is a GREAT planner – but there is more that needs to be done that he isn't an expert at/on, and many things we will expect the new Community Development Director to do that we won't expect Paul to.

As you recall, the Common Council approved Paul to be the City Planner and we aren't expecting him to be the interim community development director.

With that, issues will arise that nobody in the building can handle. By approving this request, you would allow us to get the needed help to handle the issue at hand. I would like the ability to utilize up to \$15,000 until the end of the year, regardless if a Community Development Director is hired before then or not. There are more than enough justifications for this request and I would be happy to detail them for you if you would like. However, for now, I trust you understand why I am requesting this.

I spoke with Steve Corbeille and this department will see roughly \$45,000 in savings due to Michelle Y.'s vacancy.

Jennifer/Deborah, please add this to the August 18th Council agenda for the Council to consider.

Please contact me any time if you have any questions, comments or concerns.

Thank you.