

City of Eldridge City Committee of the Whole Meeting Minutes

The City of Eldridge, Iowa, City Council met in an open Committee of the Whole session at the Eldridge Community Center at 5:30 pm on August 26, 2024.

Council Members Present: Brian Dockery, Scott Campbell, Dan Collins, Ryan Iossi and Adrian Blackwell.

Presiding: Mayor Frank King

Also Present: Nevada Lemke, Jeff Martens, Martha Nieto, Marty O'Boyle and Dale Grunwald

Motion by Dockery to approve the agenda. Second by Campbell. Motion approved by unanimous voice vote.

1. Old Business

A. Discussion on Succession Planning for City Clerk's Office

Administrator Lemke presented the Council with a City Clerk Succession Plan and Salary Comparison to the Council.

The plan outlines the following:

1. The Identification of the current needs are for the City Clerk office which manages and oversees all city's financial accounts, policies and procedures as well as recording, publishing and maintaining all the City records.
2. What skill set a potential candidate will need to fulfill the duties of a municipal finance officer/City Clerk
3. One of the goals in the plan is what the necessary steps are to recruit a candidate for the City Clerk role in preparation for the transition of retirement of the current City Clerk

Also discussed was the future creation of a Deputy City Clerk position which would create an opportunity for growth development and promotion for one of the three existing Billing Clerks

After discussion the consensus was to bring it to the Council for approval on September 3rd.

Motion by Dockery to adjourn at 6:10 pm. Second by Campbell. Motion was approved. unanimously by voice vote.

Submitted by Martha Nieto, City Clerk