



City of Grand Island

Tuesday, December 22, 2015

Council Session

Item I-1

**#2015-346 - Consideration of Appointment of Renae Griffiths as
Finance Director/City Treasurer**

Staff Contact: Mayor Jeremy Jensen

Council Agenda Memo

From: Mayor Jeremy Jensen

Meeting: December 22, 2015

Subject: Appointment of Renae Griffiths as Finance Director /
City Treasurer

Presenter(s): Mayor Jeremy Jensen

Background

The search for a new Finance Director/City Treasurer began in January of 2015. During this time, Billy Clingman has served as the Interim Finance Director/City Treasurer during the search. The recruitment process was conducted by the City's Human Resources Department. The selection process included involvement from various Department Directors, two City Council members, the Interim Finance Director and the City Administrator.

Under Neb. Rev. Stat., §16-308 and Grand Island City Code, §2-30, the office of, Finance Director/City Treasurer for the City of Grand Island, Nebraska, is an appointed position. The position is appointed by the Mayor and approved by the Council and serves through the Mayor's term.

Discussion

I am pleased to present Renae Griffiths as my choice for appointment to the Finance Director/City Treasurer position.

Griffiths served as the director of finance for the city of Scottsbluff, Neb., since 2002. Her responsibilities included the preparation of annual finance statements in accordance with the Government Accounting Standards Board, billing and collection of city utility revenues, processing claims for payments, and preparing documentation for and assisting with bond counsel with bond issues. In addition, Griffiths was in charge of maintaining fixed assets inventory, development production and management of the annual budget, quarterly and year-end payroll reports, and represents the Finance Department at council meetings.

Prior to serving as the director of finance in Scottsbluff, Griffiths was an accountant for Wiedeman Financial Services in Gering, Neb., and a supervisor for Fred A. Lockwood &

Co., P.C. in Scottsbluff. At Wiedeman Financial Services, Griffiths prepared tax returns, tax planning, quarterly and year-end payroll reports including W-2's. When supervising at Fred A. Lockwood & Co., P.C., Griffiths was responsible for such things as auditing for profit and governmental agencies, bookkeeping, tax planning, consultation, preparation of quarterly and year-end payroll reports and training staff accountants and clerical personnel on payroll processing.

Griffiths earned a bachelor's degree in accounting composite and a Master in Business Administration, both from Chadron State College. Griffiths is a certified public accountant and a certified public finance officer.

As the finance director, Griffiths will oversee Information Technology and the Finance divisions. In addition, she will serve as a liaison between the city and various community boards, will be in charge of the day-to-day operations of the city's finances, and will lead the budget process.

Griffiths will have a starting salary of \$101,997.92 annually and is anticipated to start on Jan. 4, 2016.

Renae will bring a wealth of knowledge and experience to our team that will complement our current efforts of refocusing on long-range financial planning. We're very fortunate to have this opportunity, and I believe her leadership will position us for the accelerating growth I expect Grand Island to experience over the next decade.

Finally, I would also like to express my appreciation to Billy Clingman for continuing to represent the City Of Grand Island as the Interim Finance Director/City Treasurer during the candidate search.

Alternatives

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Move to approve
2. Refer the issue to a Committee
3. Postpone the issue to future date
4. Take no action on the issue

Recommendation

I recommend the approval of Renae Griffiths as the Finance Director/City Treasurer.

Sample Motion

Move to approve Renae Griffiths as the Finance Director/City Treasurer.

RESOLUTION 2015-346

WHEREAS, under Neb. Rev. Stat., §16-308, the office of Finance Director/City Treasurer, for the City of Grand Island, Nebraska, is an appointed position; and

WHEREAS, under Grand Island City Code, §2-30, the office of Finance Director/City Treasurer, for the City of Grand Island, Nebraska, is an appointed position; and

WHEREAS, the Mayor, with the approval of the City Council, may appoint the position of Finance Director/City Treasurer; and

WHEREAS, this position appointed by the Mayor and confirmed by the City Council shall hold the position to which they may be appointed until the end of the Mayor's term of office; and

WHEREAS, Renae Griffiths has accepted the offer and is prepared to start work on January 4, 2016 at Step 7 of the Finance Director/City Treasurer salary table of \$101,997.92.

WHEREAS, this position appointed by the Mayor may be removed at any time by the Mayor with approval of a majority of the City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that Renae Griffiths is hereby duly appointed the Finance Director/City Treasurer for the City of Grand Island, Nebraska, until the end of the Mayor's term of office.

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Adopted by the City Council of the City of Grand Island, Nebraska, December 22, 2015.

Jeremy L. Jensen, Mayor

Attest:

Nicki Stoltenberg
Assistant to the City Administrator

Approved as to Form	☐ _____
December 18, 2015	☐ City Attorney