



MEMO

To: Mayor Teske – Personnel Committee
From: Daron J Haugh – City Administrator
Subject: Addition to Police Department Police Officer Staff
Date: 2024-10-08

I am writing to formally request your approval for the addition of a new police officer position within the City of Mauston Police Department, as directed by the Police & Fire Commission. (PFC) This request is driven by the anticipated increase in workload resulting from our planned transition of Zoning and Code Enforcement responsibilities from contracted services to in-house management. As you are aware, we have been moving towards greater internal control over these functions to improve efficiency, consistency, and community satisfaction. While this shift is expected to have numerous long-term benefits, it will undoubtedly create additional responsibilities for our police staff. Code enforcement issues often require police involvement, and having an additional officer dedicated to this work will be crucial for effective management and compliance. I want to emphasize that the need for this position is already justified by our current call volume.

Our data shows that we have the workload to support an additional officer, even before the added responsibilities from in-house code enforcement. This proactive step will ensure we can maintain our high standards of service to the community as our workload expands. Fortunately, we are in a strong budgetary position to absorb this addition. The funds currently allocated for contracted code enforcement services will be repurposed to offset approximately two-thirds of the costs associated with the new officer position. I have reviewed the budget thoroughly, and I can confirm that we can accommodate this addition without requiring further allocations at this time. I believe this is the perfect time to proactively address our future needs and continue building a police department that can effectively meet the evolving demands of our community. I respectfully request your approval to move forward with creating this new police officer position. I am happy to provide any additional information or answer questions you may have about this request. Please do not hesitate to contact me directly.