

**RESOLUTION TO
AMEND THE EMPLOYEE HANDBOOK OF POLICIES AND
PROCEDURES FOR THE ACHIEVEMENT RECOGNITION AWARD
PROGRAM**

**SPONSOR: MAYOR EMILY MCFARLAND
FROM: FINANCE COMMITTEE**

WHEREAS, the City adopted the current City of Watertown Employee Handbook of Policies and Procedures on July 6, 2012 with the most recent amendment occurring on December 6, 2022; and,

WHEREAS, the City staff in order to create efficiencies in processes used, amend the handbook to reflect the following; and,

WHEREAS, the purpose of the Achievement Recognition Award Program is to further support the performance of the employees of the City of Watertown; and,

WHEREAS, the growth and development of our employees, teams, and the City is essential to the success of the community through the use of the comprehensive pay structure, performance evaluation process, and the identification of personal achievements; and,

WHEREAS, the adopted 2023 Budget has the funds to support the Achievement Recognition Award Program; and,

WHEREAS, the Finance Committee has reviewed the proposed policy change and has recommended adoption of such as shown on the attached Exhibit A; and,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF WATERTOWN, WISCONSIN:

That Article V Section U Achievement Recognition Reward of the City of Watertown Employee Handbook of Policies and Procedures is hereby created to read as provided in the attached document.

Be it further resolved that the proper City Officials be and are hereby authorized to inform employees of such changes.

	YES	NO
DAVIS		
LAMPE		
RUETTEN		
BARTZ		
LICHT		
SMITH		
SCHMID		
WETZEL		
ROMLEIN		
MAYOR MCFARLAND		
TOTAL		

ADOPTED February 7, 2023

CITY CLERK

APPROVED February 7, 2023

MAYOR