

**RESOLUTION TO
AMEND 2023 PAYROLL RESOLUTION WITH
RECLASSIFICATION OF POLICE RECORDS CLERK/SPECIALIST
FROM GRADE F TO GRADE G ON THE CITY PAY PLAN**

SPONSOR: MAYOR MCFARLAND

WHEREAS, the City of Watertown Police Department recently had the retirement of the Records Clerk (Police) after 34 years of service,

WHEREAS, the Records Clerk (Police) job description was reviewed and updated after the retirement, as well as a comprehensive review of the position by Carlson Dettmann.

WHEREAS, Carlson Dettmann recommended moving the position from Grade F to Grade G on the City's Payroll Resolution,

WHEREAS, the Police Department has internally posted the position, along with testing and interviewing the candidates,

WHEREAS, the successful candidate has been brought before the Finance Committee and the Finance Committee approves the hiring of the candidate at Grade G Step 4, conditioned on the Common Council approving this Resolution to amend the Grade Classification for Records Clerk (Police).

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

That the 2023 Payroll Resolution be amended by moving Records Clerk (Police) from Grade F to Grade G effective immediately.

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

ADOPTED 02/07/2023

CITY CLERK

APPROVED 02/07/2023

MAYOR