

**City of Watertown**  
**Department Proposal for Personnel Addition**

DUE: 06/02/2025

Budget Year: **2026** Note: TAB through cells to enter data into blue cells.  
Department: Parks, Recreation, and Forestry  
Fund / Div / Dept [xx-xx-xx]: 01-55-41  
  
Position Title: Park General Laborer  
Supervised by: Park Maintenance Supervisor  
FT or PT: FT  
If PT, # of hours/week:  
# of months: 12

Estimate of Add to Budget

The job description of a new position will be reviewed and classified a grade by an outside HR consultant. Utilizing the pay structure that exists in your department, estimate what you believe the assigned g/s will be.

Grade: F  
Step: 1

Annual wage:	41,891	Use 2025 pay table rate
Required benefits:	6,095	
Est of ins premiums:	20,275	2025 premium rates
Compensation estimate:	68,262	

Add'l costs of hire:	3,000	List: Uniform, CDL if needed
Savings due to hiring:		Explain: Hi-Vis for work, CDL for plow truck
<b>Total of Request:</b>	<b>71,262</b>	

---

Rationale for Need: Explain why the position is necessary.

According to the National average of staff to park land for the 2024 year, Watertown is behind five to six staff to tend to the amount of parks we have. We will also be bringing on three additional parks in the next five years which will add to an already strained work load.