

## Engineering Division of the Public Works Department

To: Mayor McFarland & Finance Committee Members

From: **Andrew Beyer, P.E., Director of Public Works/City Engineer**

Date: 10/15/2024

Subject: Commercial Driver License (CDL) Sponsorship Agreement Updates

### Background

Review and take possible action: Commercial Driver License (CDL) Sponsorship Agreement Updates

#### Background:

In 2022, the Common Council reviewed and approved the current Commercial Driver License (CDL) Sponsorship Agreement. Since then, members of the City Leadership Team have implemented the agreement and have identified areas for improvement to better align with current work practices and Employee Handbook guidelines.

In 2024, Leadership Team members who utilize the CDL Sponsorship Agreement convened to discuss these potential revisions. The proposed updates have since been reviewed by the City Attorney, who has expressed agreement with the recommended changes.

The enclosed final draft of the revised CDL Sponsorship Agreement is presented for your review and consideration.

### Budget Goal

3. Supports employee retention and growth, and also works to address critical staffing areas

### Financial Impact

Impacted City Departments request funding each year for CDL sponsorships. Financial impact is supported by departmental budgets.

## Recommendation

The Public Works Department and the Parks, Recreation, and Forestry Department recommend the approval of the proposed revisions to the CDL Sponsorship Agreement and its inclusion in the City of Watertown Policy Manual.

## 2024 Operational Goals

3. Supports employee retention and growth, and also works to address critical staffing areas