

## MEMO

TO: Finance Committee  
FROM: Kristine Butteris, Director of Parks, Recreation, & Forestry  
DATE: January 15, 2024  
RE: Update to JDQ Request for Arborist

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Committee Members,

The Parks, Recreation, & Forestry Department had requested a JDQ go to Carleson Dettman for review to update title and job description for a retirement position in the Parks, Recreation, & Forestry Department. Carleson Dettman's review of the Arborist job description came back at the same grade as the Assistant City Forester.

We will be updating the title of the position to Arborist at the same grade (H).

This is just an update to the approval to review the position.

Kristine Butteris  
Director of Parks, Recreation and Forestry  
City of Watertown