



**FINANCE COMMITTEE MEETING AGENDA
MONDAY, DECEMBER 09, 2024 AT 5:30 PM**

MUNICIPAL BUILDING COUNCIL CHAMBERS – 106 JONES STREET, WATERTOWN, WI 53094

Virtual Meeting Info: <https://us06web.zoom.us/join> Meeting ID: 282 485 6600 Passcode: 53098 One tap mobile +16469313860

All public participants' phones will be muted during the meeting except during the public comment period.

1. CALL TO ORDER

2. REVIEW AND APPROVE MINUTES

3. BUSINESS

- [A.](#) Discuss and take action: recommend resolution for modification of alder pay
- [B.](#) Discuss and take action: recommend resolution for modification of municipal judge pay
- [C.](#) Discuss and take action: recommend resolution for modification of mayor pay
- [D.](#) Review and take action: 2025 Payroll Resolution
- E. Convene into closed session per §19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (PR Watertown LLC Loan Agreement)
- F. Reconvene into open session
- G. Convene into closed session per §19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (Watertown Professional Police Association Side Letter of Agreement)
- H. Reconvene into open session

4. ADJOURNMENT

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at mdunneisen@watertownwi.gov, phone 920-262-4006

A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only

MEMO

Finance Department

To: Finance Committee
From: Mark Stevens, Finance Director
Date: December 9, 2024
Subject: Resolutions for Modifying Pay of Elected Officials

Background

Elected officials are not included on the annual pay table resolution, but instead, the pay is determined prior to the upcoming election of each position and not implemented until a future start date.

Budget Goal

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

Financial Impact

The 2025 budget incorporated the pay rates included in these resolutions.

Recommendation

I recommend that the Finance Committee approve the resolutions for future pay for the elected positions of alderperson, municipal judge, and mayor be presented to Common Council for its approval.

**RESOLUTION TO
ESTABLISH PAY FOR THE OFFICE OF ALDERPERSON
FOR TERMS BEGINNING ON OR AFTER APRIL 15, 2026**

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

WHEREAS, the salary for elected officials needs to be set prior to an election for the salary to take effect for that particular office; and,

WHEREAS, the salary for the Alderpersons was last adjusted for terms beginning on or after April 18, 2023.

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

The following pay schedule be implemented for Alderpersons starting with pay following each April election:

April 2025	\$6,242.40 (\$520.17/mo)	2.00% incr
	[approved 11/16/21]	
April 2026	\$6,420 (\$535/mo)	2.85% incr
April 2027	\$6,600 (\$550/mo)	2.80% incr
April 2028	\$6,780 (\$565/mo)	2.72% incr

That this Resolution shall be in full force and effect upon its passage and adoption.

	YES	NO
DAVIS		
LAMPE		
BOARD		
BARTZ		
BLANKE		
SMITH		
SCHMID		
WETZEL		
MOLDENHAUER		
MAYOR MCFARLAND		
TOTAL		

ADOPTED December 17, 2024

CITY CLERK

APPROVED December 17, 2024

MAYOR

**RESOLUTION TO
ESTABLISH PAY FOR THE MUNICIPAL JUDGE
FOR TERMS BEGINNING ON OR AFTER MAY 1, 2025**

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

WHEREAS, the municipal judge’s term of office will expire on April 30, 2025, at which time the annual salary has been \$30,078.88; and

WHEREAS, the salary for elected officials needs to be set prior to an election for the salary to take effect for that particular office (spring election in odd-numbered years for a term of four years); and,

WHEREAS, the salary schedule for the municipal judge was last determined for terms beginning on or after January 2015.

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

The following annual pay schedule be implemented for the judge’s position:

May 1, 2025	\$33,000	9.7% incr
May 1, 2026	\$34,155	3.5% incr
May 1, 2027	\$35,350	3.5% incr
May 1, 2028	\$36,588	3.5% incr

That this Resolution shall be in full force and effect upon its passage and adoption.

	YES	NO
DAVIS		
LAMPE		
BOARD		
BARTZ		
BLANKE		
SMITH		
SCHMID		
WETZEL		
MOLDENHAUER		
MAYOR MCFARLAND		
TOTAL		

ADOPTED December 17, 2024

CITY CLERK

APPROVED December 17, 2024

MAYOR

**RESOLUTION TO
ESTABLISH PAY FOR THE OFFICE OF MAYOR
FOR TERMS BEGINNING ON OR AFTER APRIL 15, 2025**

**SPONSOR: ALDER BARTZ
FROM: FINANCE COMMITTEE**

WHEREAS, the Mayor’s term of office will expire on April 15, 2025, at which time the annual salary will be \$92,635; and

WHEREAS, the salary for elected officials needs to be set prior to an election for the salary to take effect for that particular office; and,

WHEREAS, the salary schedule for the Mayor was last determined for terms beginning on or after April 20, 2022.

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

The following annual pay schedule be implemented for the Mayor’s position:

January 1, 2025	\$92,635	4.0% incr
[approved 11/16/21]		
January 1, 2026	\$95,877	3.5% incr
January 1, 2027	\$99,233	3.5% incr
January 1, 2028	\$102,706	3.5% incr

That this Resolution shall be in full force and effect upon its passage and adoption.

	YES	NO
DAVIS		
LAMPE		
BOARD		
BARTZ		
BLANKE		
SMITH		
SCHMID		
WETZEL		
MOLDENHAUER		
MAYOR MCFARLAND		
TOTAL		

ADOPTED December 17, 2024

CITY CLERK

APPROVED December 17, 2024

MAYOR

PAYROLL RESOLUTION

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

A resolution adjusting the annual salary or hourly rates to be paid the following city officials, supervisory, and non-union personnel of the City of Watertown, Wisconsin.

The Common Council of the City of Watertown, Wisconsin, do ordain as follows:

SECTION 1: Effective January 1, 2025, all full-time and permanent part-time non-represented employees shall receive compensation based on the appropriate step and grade of the attached pay chart for dates effective January 1, 2025.

SECTION 2: The Mayor may modify the attached pay chart to include any new positions budgeted for and approved by the Common Council at a grade consistent with the budgeted amount or to change a job title, provided the grade does not change.

SECTION 3: The following part-time employees shall receive, effective January 1, 2025:

	<u>Jan. 1</u>
Police Auxiliary	\$15.76
Police Auxiliary Capt. – additional per hour	.50
Police Auxiliary Sgt. – additional per hour	.25
Crossing Guard	11.25
Election Inspector	10.00
Chief Election Inspector	12.00
Election Assistant	15.00
Cable TV PT Staffer	12.50
Engineering Intern (HS)	10.00-14.00
Engineering Intern (College)	14.00-19.00
PT Sr. Center Office Aid	12.00

SECTION 4: Only full-time employees previously eligible for longevity as of December 31, 2011, are eligible for longevity, and shall receive, in addition to their salary, the following annual amounts:

After 8 years of continuous service	\$175.50
After 12 years of continuous service	\$351.00
After 16 years of continuous service	\$526.50

SECTION 5: The City will contribute toward health insurance the following amounts for those employees who elect to receive it: Full-time single: \$780.00 (88%); Full-time family: \$1,920.00 (88%); Benefit eligible permanent part-time employees enrolled in WRS: 25 – 50% of the contracted plan dependent on the anticipated hours worked.

SECTION 6: The City will contribute toward dental insurance the following amounts for those employees who elect to receive it: Full-time single: \$3.32 monthly (90%), Full-time family: \$10.22 (90%)monthly.

SECTION 7: LIBRARY. Hourly rates and salaries paid to personnel employed by the Library shall be set by the Library Board.

SECTION 8: RECREATION DEPARTMENT. Hourly rates and contract amounts will be established by the Park, Recreation and Forestry Commission with the exception of seasonal maintenance employees, subject to council approval.

SECTION 9: STREET, PARK, FORESTRY AND WATER/WASTEWATER SEASONAL EMPLOYEES. Each person employed as a part-time seasonal maintenance employee shall be paid \$15.00 per hour plus an additional \$1.00 per year worked. Each person employed as a part-time seasonal office employee in these departments shall be paid \$11.00 per hour.

SECTION 10: All unionized City employees shall be compensated according to the appropriate union contracts.

SECTION 11: Non-union paramedics will receive the paramedic add-on pay as listed in the union contract.

SECTION 12: Unless specified differently in a section, this resolution shall take effect January 1, 2025.

CITY OF WATERTOWN

PAY TABLE EFFECTIVE: 1/1/2025 - HOURLY FORMAT (2080 HOURS)

1.50% COLA increase from 2024

Grade	Control Point										
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Y	\$67.51	\$69.44	\$71.37	\$73.30	\$75.22	\$77.15	\$79.08	\$81.01	\$82.94	\$84.87	\$86.80
X	\$63.47	\$65.28	\$67.10	\$68.91	\$70.72	\$72.54	\$74.35	\$76.17	\$77.98	\$79.79	\$81.61
W	\$59.44	\$61.14	\$62.84	\$64.54	\$66.23	\$67.93	\$69.63	\$71.33	\$73.03	\$74.73	\$76.42
V	\$55.41	\$57.00	\$58.58	\$60.16	\$61.74	\$63.33	\$64.91	\$66.49	\$68.08	\$69.66	\$71.24
U	\$51.38	\$52.85	\$54.32	\$55.79	\$57.25	\$58.72	\$60.19	\$61.66	\$63.13	\$64.60	\$66.06
T	\$48.35	\$49.74	\$51.12	\$52.50	\$53.88	\$55.26	\$56.64	\$58.02	\$59.41	\$60.79	\$62.17
S	\$46.34	\$47.67	\$48.99	\$50.32	\$51.64	\$52.96	\$54.29	\$55.61	\$56.94	\$58.26	\$59.58
R	\$44.33	\$45.60	\$46.87	\$48.13	\$49.40	\$50.67	\$51.93	\$53.20	\$54.47	\$55.73	\$57.00
Q	\$42.30	\$43.51	\$44.72	\$45.93	\$47.14	\$48.35	\$49.56	\$50.77	\$51.97	\$53.18	\$54.39
P	\$40.29	\$41.45	\$42.60	\$43.75	\$44.90	\$46.05	\$47.20	\$48.35	\$49.50	\$50.66	\$51.81
O	\$38.28	\$39.38	\$40.47	\$41.57	\$42.66	\$43.75	\$44.85	\$45.94	\$47.04	\$48.13	\$49.22
N	\$36.26	\$37.29	\$38.33	\$39.36	\$40.40	\$41.44	\$42.47	\$43.51	\$44.54	\$45.58	\$46.62
N (2912 Hrs) Battalion Chief	\$25.90	\$26.64	\$27.38	\$28.12	\$28.86	\$29.60	\$30.34	\$31.08	\$31.82	\$32.56	\$33.30
M	\$34.25	\$35.22	\$36.20	\$37.18	\$38.16	\$39.14	\$40.12	\$41.10	\$42.07	\$43.05	\$44.03
M (2053 Hrs) Sgt	\$34.70	\$35.69	\$36.68	\$37.67	\$38.66	\$39.65	\$40.64	\$41.64	\$42.63	\$43.62	\$44.61
L	\$32.24	\$33.16	\$34.08	\$35.00	\$35.92	\$36.84	\$37.76	\$38.68	\$39.60	\$40.52	\$41.45
K	\$30.23	\$31.09	\$31.95	\$32.82	\$33.68	\$34.54	\$35.41	\$36.27	\$37.13	\$38.00	\$38.86
J	\$28.20	\$29.00	\$29.81	\$30.61	\$31.42	\$32.23	\$33.03	\$33.84	\$34.64	\$35.45	\$36.25
I	\$26.19	\$26.94	\$27.68	\$28.43	\$29.18	\$29.93	\$30.68	\$31.42	\$32.17	\$32.92	\$33.67
H	\$24.18	\$24.87	\$25.56	\$26.25	\$26.94	\$27.63	\$28.32	\$29.01	\$29.70	\$30.39	\$31.08
G	\$22.16	\$22.79	\$23.42	\$24.06	\$24.69	\$25.32	\$25.96	\$26.59	\$27.22	\$27.86	\$28.49
F	\$20.14	\$20.71	\$21.29	\$21.86	\$22.44	\$23.02	\$23.59	\$24.17	\$24.74	\$25.32	\$25.89
E	\$18.63	\$19.17	\$19.70	\$20.23	\$20.76	\$21.29	\$21.83	\$22.36	\$22.89	\$23.42	\$23.96
D	\$17.62	\$18.13	\$18.63	\$19.13	\$19.64	\$20.14	\$20.64	\$21.15	\$21.65	\$22.15	\$22.66
C	\$16.61	\$17.09	\$17.56	\$18.04	\$18.51	\$18.99	\$19.46	\$19.94	\$20.41	\$20.89	\$21.36
B	\$15.61	\$16.06	\$16.51	\$16.95	\$17.40	\$17.84	\$18.29	\$18.74	\$19.18	\$19.63	\$20.07
A	\$10.07	\$10.36	\$10.64	\$10.93	\$11.22	\$11.51	\$11.80	\$12.08	\$12.37	\$12.66	\$12.95

CITY OF WATERTOWN	
GRADE ORDER LIST	
GRADE	JOB TITLE
T	CITY ATTORNEY
T	DIRECTOR OF PUBLIC WORKS/CITY ENGINEER
T	CHIEF OF FIRE/EMERGENECY OPERATIONS
T	POLICE CHIEF
S	WATER/WASTEWATER UTILITIES MANAGER
S	FINANCE DIRECTOR
R	PUBLIC HEALTH OFFICER
R	OPERATIONS MANAGER
Q	DEPUTY CHIEF-FD
Q	ASSISTANT POLICE CHIEF
Q	ASSISTANT CITY ENGINEER
P	POLICE CAPTAIN
P	LIBRARY DIRECTOR
O	RECREATION AND PARKS DIRECTOR
O	WATER/WASTEWATER UTILITIES ASSISTANT MANAGER
N	BATTALION CHIEF SHIFT COMMANDER
N	ENGINEERING PROJECT MANAGER
N	ZONING ADMINISTRATOR
N	STORMWATER PROJECT MANAGER/GRANT WRITER
N	WATER SYSTEMS MAINTENANCE AND FACILITIES FOREMAN
N	BUILDING INSPECTOR III
N	PARKS SUPERVISOR
M	BUILDING INSPECTOR II
M	PUBLIC WORKS PROJECT MANAGER
M	CIVIL STAFF ENGINEER
M	ASSISTANT OPERATIONS MANAGER
M	PUBLIC HEALTH ASSISTANT DIRECTOR
M	POLICE SERGEANT
M	CLERK
M	LAB MANAGER
M	MANAGER OF ECONOMIC DEVELOPMENT AND STRATEGIC INITIATIVES

M	HUMAN RESOURCES COORDINATOR
M	INFORMATION TECHNOLOGY COORDINATOR
L	BUILDING INSPECTOR I
L	BUILDING INSPECTOR (PT)
L	SR. CENTER AND ENRICHMENT DIRECTOR/OFFICE MANAGER
L	DISTRIBUTION CREW LEADER
K	ENVIRO HEALTH SANITARIAN (CERTIFIED)
K	EMERGENCY PREP/ENVIRO HEALTH SPECIALIST
K	PUBLIC HEALTH NURSE - RN
K	BILINGUAL COMMUNICATIONS SPECIALIST (PT)
K	DEPUTY TREASURER/CLERK
K	AQUATICS AND RECREATION MANAGER
K	PROGRAMMING EVENT COORDINATOR
K	WASTEWATER COLLECTIONS CREW LEADER
K	WASTEWATER OPERATIONS FOREMAN
K	WATER OPERATIONS FOREMAN
K	911 DISPATCH SUPERVISOR
K	MEDIA AND COMMUNICATIONS DIRECTOR
K	ADULT SERVICES LIBRARIAN
K	CHILDREN'S LIBRARIAN
J	PT CODE ENFORCEMENT
J	ENVIRO HEALTH SANITARIAN (NON-CERTIFIED)
J	CITY FORESTER/BUCKET TRUCK OPERATOR
J	WATER SYSTEMS OPERATOR
J	CIRCULATION SERVICES MANAGER
J	RECREATION PROGRAM MANAGER
J	STREET/STORMWATER WORKING FOREMAN
I	HEAVY EQUIPMENT OPERATOR
I	MECHANIC
I	911 DISPATCHER
I	911 DISPATCHER(PT)
H	PARALEGAL
H	HUMAN RESOURCES ASSISTANT (PT)
H	FIRE INSPECTOR (PT)
H	NURSE - LPN
H	ASSISTANT CITY FORESTER
H	MECHANIC/PARKS MAINTENANCE/POOL OPERATOR
H	PARKS SPECIALIZED MAINTENANCE
H	SPECIALIZED MAINTENANCE/LIGHT EQUIPMENT OPERATOR

H	SOLID WASTE COLLECTION - LEADMAN
H	OFFICE/PROGRAM COORDINATOR
H	UTILITY BILLING COORDINATOR
H	WATER DISTRIBUTION TECHNICIAN
H	WASTEWATER COLLECTIONS SPECIALIST
H	MEDIA PRODUCTIONS MANAGER
H	ACCOUNTING CLERK
H	ADMINISTRATIVE ASSISTANT III
G	COURT CLERK (MUNICIPAL)
G	COMMUNITY SERVICES OFFICER
G	GENERAL LABORER-STREETS
G	SOLID WASTE COLLECTION
G	INVESTIGATIONS SPECIALIST
G	RECORDS CLERK (POLICE)
G	ASSISTANT BILLING/UTILITY CLERK
G	WATER UTILITY TECHNICIAN
G	ADMINISTRATIVE ASSISTANT II
F	GENERAL LABORER-PARK RECREATION AND FORESTRY
F	MAINTENANCE CUSTODIAN
F	BUILDING AND GROUNDS MAINTENANCE SUPERVISOR/WASTEWATER RELIEF OPERATOR
F	LEGAL ASSISTANT (PT)
F	ADMINISTRATIVE ASSISTANT I
F	SENIOR LIBRARY ASSISTANT-CATALOGING & CIRCULATION
F	SENIOR LIBRARY ASSISTANT-TEEN SERVICES
C	LIBRARY ASSISTANT (PT)
C	CLERK/TYPIST
C	CUSTODIAN-PT