

RESOLUTION #25-35

APPROVING RECLASSIFICATION OF PART-TIME ACCOUNTANT POSITION TO ASSISTANT
FINANCE DIRECTOR AND ADJUSTMENT TO COMPENSATION PLAN GRADE LEVEL USING
UNASSIGNED RESERVES

WHEREAS, upon the recent resignation of the part-time Accountant position, City's Finance and Human Resources Departments have proposed reclassifying that part-time position into a full time Assistant Finance Director position to increase efficiencies in department operations, to create a structure consistent with other like-sized municipalities in the area, as well as to ensure the seamless continuation of department functions in the absence of the Finance Director/Treasurer; and

WHEREAS, the cost of reclassification will necessitate the use of Unassigned Reserves to fund a portion of the position for 2025 and will thereafter be allocated in the budget for subsequent years; and

WHEREAS, the Finance/Personnel Committee has reviewed the staff recommendation to reclassify the part-time accountant position into a full time Assistant Finance Director position and recommends approval thereof.

NOW THEREFORE BE IT HEREBY RESOLVED THAT:

The Common Council hereby approves the reclassification of the part-time Accountant position to full time Assistant Finance Director the Finance Department under the City's Table of Organization.

BE IT FURTHER RESOLVED THAT:

The Assistant Finance Director position shall be assigned to Pay Grade O within City's Compensation Plan Grade Order List.

BE IT FURTHER RESOLVED THAT:

All City officers, officials and employees are authorized and directed to take such steps as are lawful and necessary in furtherance thereof.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 18th day of March, 2025.

APPROVED:


James G. Boyd, Mayor

ATTEST:


Carey E. Danen, City Clerk

Ayes: 9

Nays: 0

Board/Committee Approval: 03/11/2025