

RESOLUTION

PAY RATE FOR SEASONAL ASSISTANT AT THE POLICE DEPARTMENT

WHEREAS, the Manitowoc Police Department employs a seasonal Police Assistant to provide administration support to the Department; and

WHEREAS, due to language changes in the most recent collective bargaining agreement, this seasonal position is able to perform duties primarily be focused on assisting the Detective Bureau on various tasks in support of law enforcement activities; and

WHEREAS, at a meeting held on April 1, 2024, the Personnel Committee recommended modifications be made to the pay range for this seasonal assistant position as illustrated on the attached City of Manitowoc Seasonal (LTE & Continual) Employee Hiring Rates - 2024 document.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the City of Manitowoc to approve and the revised pay range as described in the attached Seasonal Police Assistant Job Description and City of Manitowoc Seasonal (LTE & Continual) Employee Hiring Rates - 2024 document, effective immediately.

INTRODUCED _____ ADOPTED _____

Justin M. Nickels, Mayor

Fiscal Impact:	Anticipated an increase no greater than \$15,248 (\$15,000 in Salaries and \$248 for Medicare & Workers Comp) to move pay rate from \$16.50 to \$29. Position’s adopted budgeted was at 1,200 hours at \$16.50 equaling a total cost of \$20,127. Revised rate at 1,200 hours would be total of \$35,375. Total may be less if actual hours worked is less than 1,200. Savings in personnel expenses due to vacant positions anticipated to cover the requested increase resulting in budget neutral for 2024. No additional tax levy or budget amendments needed.
Funding Source:	2024 Budget – General Fund – Police Department (21100) Personnel Expenses
Finance Director Approval:	/SMA
Approved as to form:	/EGN

This Resolution was drafted by Eric G. Nycz, City Attorney