

Councilmember      introduced the following resolution and moved for its adoption:

**RESOLUTION #20-311**

**RESOLUTION TO APPROVE A POSITION RECLASSIFICATION**

**WHEREAS**, the strategic plan identifies the City Council’s desire to maintain an effective organization and to reclassify jobs in an effort to retain employees; and

**WHEREAS**, staff identified one positions to be addressed at this time; and

**WHEREAS**, the 2021 budget accounts for the position reclassifications; and

**WHEREAS**, staff recommends the City Council reclassify the Confidential Administrative Assistant to Deputy City Clerk.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:**

1)      Motion to adopt resolution #20-311 as follows:

1) Reclassify the current Confidential Administrative Assistant, Ms. Katie Schmidt, to Deputy City Clerk, effective January 1, 2021, at step 2 of the Deputy City Clerk wage which at the time of this writing is \$26.787 per hour based on 2020 wages, following approval of the 2021 budget, the hourly pay shall be updated to the 2021 scale.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember      , and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

and the following abstained:

and the following were absent:

Whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 8<sup>th</sup> day of December, 2020.

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Mayor

**ATTEST:**

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City Clerk