



Department of Employee Relations

Tom Barrett
Mayor

Maria Monteagudo
Director

Michael Brady
Employee Benefits Director

Deborah Ford
Labor Negotiator

May 19, 2017

To the Honorable
The Committee on Finance and Personnel
Common Council
City of Milwaukee

Dear Committee Members: Re: Common Council File Number **170156**

The following classification and pay recommendations will be submitted to the City Service Commission on **May 23, 2017**. We recommend these changes subject to approval by the City Service Commission.

In the Assessor's Office, one position of Office Assistant III, PR 6FN is recommended for reclassification to an Accounting Assistant II, PR 6HN.

In the DPW-Infrastructure Services - Transportation Operations, classification and pay recommendations are recommended for several positions and one new position.

The job evaluation report covering the above position, including the necessary Salary and Positions Ordinance amendments, is attached.

Sincerely,


Maria Monteagudo
Employee Relations Director

MM:fcw
Attachments: 2 Job Evaluation Reports
Fiscal Note

C: Mark Nicolini, Dennis Yaccarino, John Ledvina, Eric Pearson, Bill Christianson, Jackie Carter, Nicole Fleck, Steven Miner, Amy Stenglein, Ghassan Korban, Jeffrey Polenske, Rollin Bertran, Timothy Thur, Dan Thomas, Shannon Goodwin, Dawn Crowbridge, Grace Gates, and Kenneth Wischer (AFSCME32)



JOB EVALUATION REPORT

City Service Commission Meeting: May 23, 2017

ASSESSOR'S OFFICE

Current	Request	Recommendation
Office Assistant III PR 6FN (\$34,717 - \$38,406)	Accounting Assistant II PR 6HN (\$37,830 - \$41,863)	Accounting Assistant II PR 6HN (\$37,830 - \$41,863)

Action Required – Effective Pay Period 13, 2017 (June 18, 2017)

In the Positions Ordinance, under Assessor's Office, Systems and Administration Division, delete one position of "Office Assistant III" and add one position of "Accounting Assistant II".

Background

The Assessor's Office has requested a reclassification study of one position of Office Assistant III in PR 6FN (\$34,717 - \$38,406) to Accounting Assistant II in PR 6HN (\$37,830 - \$41,863) due to a restructuring of duties and responsibilities. A new job description was provided and discussions were held with the position's supervisor, Amy Stenglein, Administrative Services Supervisor. The basic function of the position is to be responsible for the processing of all department payroll and the FMIS (Financial Management Information Services) entries related to voucher payments, requisitions, and purchase orders. Duties and responsibilities include the following:

- Perform payroll and accounting duties including preparation of the department's payroll and maintenance of all related personnel records; and process employee mileage reports and reimbursements, sick leave forms, and sick leave incentive payments.
- Maintain employee information in HRMS (Human Resources Management Systems) and personnel files, such as appointments, new employee data, sick leave, promotions, transfer, discipline, retirements, and separations; and track and initiate the annual employee performance review, the biannual sick leave control review and the sick leave incentive program.
- Provide support to employees with timecard processing and employee benefits
- Process invoices on the City's FMIS system and process for payment, contacting the vendor as needed; track contracts, payments, length, expirations, renewals and contract payment increases; process all paperwork and FMIS entries related to contracts; and create FMIS deposit identifications and enter the accounting information for all deposits.
- Review ProCard information for accuracy and process vouchers for ProCard payments
- Track inventory and the ordering and receiving of department supplies; keep accurate records of all voucher and IRI (Interdepartmental Requisition Invoice) payments; and monitor department discretionary accounts and report on status.
- Greet visitors to the office; handle incoming phone calls providing assessment information to customers; and perform other duties as assigned.

Requirements include an ability to work with computer systems such as FMIS and HRMS, good organizational and oral communication skills and an ability to work on detailed tasks with a high degree of accuracy.

Analysis and Recommendation

The Department indicated that they previously had an Accounting Assistant II position that performed similar duties and responsibilities. The position was eliminated in 2011 as part of the budget process and many of the duties and responsibilities were given to the Administrative Services Supervisor. The Department stated that this change resulted in too much work for the Administrative Services Supervisor position and the lack of a backup position for the important functions of payroll and FMIS functions.

There currently are six filled positions of Office Assistant III in Pay Range 6FN (\$34,717 - \$38,406) in the Assessor's Office. The department would like to restructure and redistribute the work among the six positions and have one Office Assistant III position perform the duties and responsibilities listed above and be reclassified to Accounting Assistant II in Pay Range 6HN (\$37,830 - \$41,863). The Department plans to conduct an internal selection process and promote one of the current incumbents.

To review this position we looked at other City positions and the specifications for the Accounting Assistant I and II classifications described below.

Accounting Assistant I

Performs reoccurring clerical and accounting tasks in general accounting, accounts payable, accounts receivable or a related accounting or financial area; posts journal entries, enters data into automated data bases, processes payments and purchasing documents, verifies information, and may assist in preparing accounting reports; uses microcomputer software and mainframe applications; may contact outside agencies to resolve problems; and may assist with basic payroll-related work, maintenance of personnel records, and benefit processing.

Accounting Assistant II

Performs more complex clerical and accounting functions in accordance with standard procedures in such areas as balancing general or subsidiary ledgers, processing payments, purchasing supplies, materials and services and compiling monthly closings, annual reports, and other financial statements; contacts other departments and outside agencies to resolve problems; responds to questions from other employees, vendors, and customers on a regular basis; works independently; the consequence of error is higher and may involve larger sums of money than at the "I" level; prepares accounting documents and related correspondence; uses regular and advanced features of microsoft software and mainframe applications; often functions as a group leader; may have authority to sign or countersign checks or payment certifications; may perform the Personnel Payroll Assistant functions in addition to other accounting functions.

The minimum requirements for the classification of Accounting Assistant II, per a job analysis conducted by the Staffing Division in 2016, are as follows:

Four years of office experience including at least one year performing accounting functions, such as billing, processing payments and receipts, reconciling accounts, monitoring and preparing quarterly and year-end reports, and handling cash in a customer service environment. Equivalent combinations of education and experience may be considered.

The duties and responsibilities of the position under study are more consistent with those listed in the specification for Accounting Assistant II as it will also have responsibility for both payroll and accounting functions for the department including voucher payments, requisitions, and purchase orders; will be required to work independently; and will track contracts and process all related paperwork and FMIS entries. This position will also provide support to employees regarding timecard processing and employee benefits, provide assessment information to customers, and contact vendors as needed when processing invoices.

We therefore recommend one position of "Office Assistant III" in Pay Range PR 6FN (\$34,717 - \$38,406) be reclassified to "Accounting Assistant II" in PR 6HN (\$37,830 - \$41,863).

Prepared by: *Sarah Trotter*
Sarah Trotter, Human Resources Representative

Reviewed by: *Andrea Knickerbocker*
Andrea Knickerbocker, Human Resources Manager

Reviewed by: *Maria Monteagudo*
Maria Monteagudo, Employee Relations Director

Job Evaluation Report

City Service Commission Meeting: May 23, 2017

DPW-INFRASTRUCTURE SERVICES-TRANSPORTATION OPERATIONS

Multi-Modal Transportation		
Current	Request	Recommendation
Civil Engineer IV PR 2KX (\$75,408 - \$93,010)	Transportation Planner-Senior PR 1IX (\$75,478 - \$105,669)	Transportation Engineering Planner PR 1IX (\$75,478 - \$105,669) Recruitment at \$85,000
New Position (Included in 2017 Budget)	Transportation Planner II PR 2DN (\$42,500 – \$59,498)	Associate Transportation Planner PR 2EX (\$48,670- \$63,426) Recruitment at \$51,358
		Assistant Transportation Planner (underfill) PR 2AN (\$35,141- \$49,193) Recruitment at \$42,539
Street Lighting and Underground Conduit		
Current	Request	Recommendation
New Position (Included in 2017 Budget)	Electrical Engineer- Senior PR 1IX (\$75,478 - \$105,669)	Electrical Engineer-Senior PR 1IX (\$75,478 - \$105,669) Recruitment at \$85,000
Traffic Engineering		
Current	Request	Recommendation
Traffic Engineer-Senior PR 1IX (\$75,478 - \$105,669)	Traffic Engineer - Senior PR 1IX (\$75,478 - \$105,669) Recruitment Rate	Traffic Engineer - Senior PR 1IX (\$75,478 - \$105,669) Recruitment at \$85,000

Background

The City Engineer, Jeffrey Polenske, requested the study of four positions associated with a reorganization of the Transportation Operations Section. The fiscal impact associated with all these changes have been accounted for in the 2017 adopted budget. In studying these positions, new job descriptions written by the department were reviewed and discussions were held with the following individuals: Rollin Bertran, the Engineer-in-Charge of the Transportation Operations Section; Timothy Thur, Infrastructure Administration Manager; and Jeffrey Polenske, City Engineer.

Reorganization of the Transportation Operations Section

Prior to the reorganization, approximately 33 employees reported to the Engineer-in-Charge through engineers who functioned as project leaders. In the new structure, Transportation Operations will be divided into three areas headed by engineers who will function as managers of their respective areas. The three units are as follows:

- Multi-Modal Transportation
- Street Lighting and Underground Conduit
- Traffic Engineering

The Multi-Modal Transportation Unit is a new section that will focus upon various modes of transportation, including walking, cycling, vehicles, automobiles, and public transit; the connections among modes of transportation; and the environments in which they will function. During the last decade, issues regarding multiple modes of transportation have assumed more prominence in local governments as a way to enhance the urban environment. The City's adoption of a bicycle sharing program, for example, is one manifestation of multimodal transportation. Individuals

who work in multi-modal transportation have education and training in some combination of civil engineering, transportation planning and urban planning. A new discipline has in fact come into being as a result of multimodal transportation design, that of engineer-planner which combines the disciplines of urban planning and transportation engineering.

Multi-Modal Transportation

Current:	Civil Engineer IV	PR 2KX (\$75,408 - \$93,010)
Requested:	Transportation Planner-Senior	PR 1IX (\$75,478 - \$105,669)
Recommended:	Transportation Engineering Planner	PR 1IX (\$75,478 - \$105,669)
		Recruitment at \$85,000

Duties, Responsibilities, and Requirements

This position, which was placed in the 2017 budget as a "Transportation Planner-Senior," will lead and manage a group of ten employees, as shown below, in short and long-term multimodal transportation:

- 1 New "Transportation Planner"
- 1 Civil Engineer III
- 1 Civil Engineer II
- 4 Traffic Control Assistants
- 1 Engineering Intern
- 1 Bicycle and Pedestrian Coordinator
- 1 Engineering Technician IV

Essential functions of the job are:

- Supervising, coaching, and developing a staff of ten, including two Civil Engineers, a Bicycle and Pedestrian Coordinator, and new Transportation Planner.
- Preparing and administering an annual capital budget and various grants
- Overseeing the revision of long-range transportation and related elements of the City's comprehensive plans
- Writing and implementing design standards for private and public projects that are subject to special regulation or review
- Overseeing grants and proposals subject to special review for compliance with project or other design standards and controls, codes and ordinances, and the objectives of the City's comprehensive plans
- Reviewing recommendations regarding the City's purchase, disposition and use of materials within the right-of-way
- Acting as a liaison regarding multi-modal transportation to the Mayor's Office, Common Council, bicycle and pedestrian groups, and the Department of Public Works
- Ensuring that requests for information are fulfilled

The requirements for the job, as indicated on the job description provided by the Department, are a degree in transportation planning, urban planning or related field and five years of experience as a project manager or supervisor. These requirements have not yet been assessed by the Staffing Division.

Analysis

The following factors were taken into consideration for determining a recommended pay level for this job:

- The nature of work – that of a professional engineer planner – a relatively new occupational area

- The level of work performed – that of a manager of a group of two engineers, high-level engineering technicians, a Bicycle and Pedestrian Coordinator, and a new Transportation Planner.
- The pay level of those supervised, particularly the highest paid position.
- The availability of planner engineers with five years of project management experience
- The pay level of the pool of potential candidates for the job

The nature of work and level of work has been described above. The pool of candidates available for the job is anticipated to be limited because multimodal transportation planning is a relatively new field and the Department wishes to hire an engineer planner with five or more years of experience as a project manager.

The table below illustrates the average rates of pay for transportation engineers and civil engineers with five years of experience in the Milwaukee area per pay data from the Economic Research Institute (ERI), a salary survey resource to which the Department of Employee Relations subscribes.

Average Salaries for Transportation Engineer
 And Civil Engineer in the Milwaukee Area
 Source: ERI

Transportation Engineer	\$79,569
Civil Engineer	\$76,769

It should be noted that more experienced engineers are compensated at higher rates--\$91,000 for civil engineers and \$94,000 for transportation engineers. Furthermore, although the engineers in this survey may lead projects and direct others from time to time, they do not function as managers or supervisors as will the position under consideration.

In order to attract a well-qualified candidate for the job, the pay level must be set at a rate that will encourage experienced individuals to apply. This is usually considered a minimum of 10% above an individual's current rate of pay. In order to attract a candidate who possesses project management experience in multi-modal transportation, the data indicates that the pay level for the job will need to be a minimum of \$85,000 annually. The pay range that is closest to this range is Pay Range 1IX which has a minimum of \$75,478 and a maximum of \$105,669 annually. Furthermore, the pay level of the highest paid Civil Engineer supervised, a Civil Engineer III, is \$58,462 to \$81,844 annually, which also suggests that the pay level for the job should be about \$85,000 annually.

In terms of an appropriate job title, new job titles such as Transportation Engineer Planner and Engineering Planner have emerged in job advertisements and job descriptions that combine the disciplines of transportation engineering and urban planning. The term "engineering" is emphasized when a planner/engineer exists in an engineering unit and the term "urban planning" is emphasized when the same job exists in an urban planning unit.

Recommendation

Due to the fact that this job combines transportation engineering and urban planning, it is recommended that the position be classified as "Transportation Engineering Planner" and allocated to Pay Range 1IX (\$75,478 - \$105,669). This pay level is comparable to other managers of engineering units such as Management Civil Engineer-Senior in Pay Range 1IX (\$75,478 - \$105,669). It is further recommended, based upon salary survey information, that the minimum rate of pay for the job be established at \$85,000 annually.

Current:	New Position	
Requested:	Transportation Planner II	PR 2DN (\$42,500 - \$59,498)
Recommended:	Associate Transportation Planner	PR 2EX (\$48,670 - \$63,426)
		Recruitment at \$51,358
	Assistant Transportation Planner (underfill)	PR 2AN (\$35,141 - \$49,193)
		Recruitment at \$42,539

Under the supervision of the recommended Transportation Engineering Planner position discussed above, the duties and responsibilities of this new position will include the following:

- Compiling and analyzing transportation data, including the placement of equipment used to collect field data
- Creating technical transportation planning reports, studies, and plans for bicycle and pedestrian facilities
- Developing maps, charts, graphs, and drawings using planning studies and reports,
- Developing alternatives within the right-of-way
- Assisting consultants who design bicycle and pedestrian facilities.
- Providing information and data in response to requests for such
- Assisting with meetings, including bicycle and pedestrian task force meetings and related projects
- Assisting with traffic management programs in the neighborhood traffic management program
- Analyzing reports, studies, bicycle/pedestrian plans, and related information, making recommendations for improving the accessibility and safety of bicycle and pedestrian facilities.
- Assisting with ADA (Americans with Disabilities Act) compliance requirements for City facilities.

The requirements for the position, as stated on the job description prepared by the Department, are two years of experience in planning and designing bicycle and pedestrian facilities, transportation systems or other related experience. Equivalent combinations of education, training and experience may be considered and a bachelor's degree is desirable. These requirements have not yet been assessed by the Staffing Division.

The City has a long-established job classification series for urban planners consisting of:

- Assistant Planner
- Associate Planner
- Senior Planner
- Principal Planner

The Assistant Planner is the entry-level classification and Principal Planner is the highest level. Although a job analysis for purposes of staffing must be conducted to determine minimum requirements for Assistant Planner, it is reasonable to assume that, as a professional job, the Assistant Planner requires a bachelor's degree in Urban Planning or an equivalent amount of work experience. (Most urban planners usually possess a master's degree in a related field of study.) The classifications of Assistant Planner and Associate Planner comprise a promotional program like Civil Engineer I and II in which positions are established in the Positions Ordinance at the higher level, in this case Associate Planner. A new employee may then be hired at the level of Assistant Planner or Associate Planner. If an individual is hired as an Assistant Planner, he or she would be eligible for promotion to the higher level after a specified period of successful job performance and the demonstration of additional job-related competencies. For reference, the pay levels for urban planners at the City of Milwaukee are provided in the following table.

Pay Levels of Urban Planners

Title	Pay Range	Minimum	Maximum
Assistant Planner	2AN	\$42,539	\$49,193
Associate Planner	2EX	\$51,358 (up to \$58,373 with DER approval)	\$63,426
Senior Planner	2HX	\$60,000	\$76,806
Principal Planner	2JX	\$70,334	\$87,270

Recommendation

Taking into consideration the job classifications currently established for urban planners, it is recommended that this new position be classified as an Associate Transportation Planner in PR 2EX (\$48,670 - \$63,426) with the recruitment rate of \$51,358, the same pay range and recruitment rate for Associate Planner. It is further recommended that a new lower-level job classification of Assistant Transportation Planner be created in Pay Range

2AN (\$35,141 - \$49,193) with a recruitment rate of \$42,539, the same pay range and recruitment rate for Assistant Planner. The creation of these two new titles will provide the Department with the option to hire an individual at the level of Associate Transportation Planner or Assistant Transportation Planner.

Street Lighting and Underground Conduit

Current:	New Position	
Requested:	Electrical Engineer-Senior	PR 1IX (\$75,478 - \$105,669)
Recommended:	Electrical Engineer-Senior	PR 1IX (\$75,478 - \$105,669)
		Recruitment at \$85,000

This position will lead and manage the Street Lighting Underground Conduit Unit, which will consist of the following twelve positions:

- 1 Electrical Engineer III
- 2 Electrical Engineers II
- 2 Engineering Technicians VI
- 2 Engineering Technicians V
- 3 Engineering Technicians IV
- 2 Engineering Drafting Technicians IV

Essential functions of the job are as follows:

- Managing communications and projects for the Unit
- Preparing and managing operating and capital budgets
- Providing technical engineering reviews of street lighting and underground communication conduit needs
- Supervising, coaching, training, and managing employees
- Preparing and reviewing material specifications and coordinating material purchases for street lighting and underground communication conduit devices
- Representing the Department at various meetings, including those of the City Planning Commission, the Board of Zoning Appeals, and the Zoning, Neighborhoods and Development Committee to provide information, interpretation, and assessment of the impacts of street lighting and underground conduit construction

The requirements of the job, as stated on the job description prepared by the Department, include a bachelor's degree in Electrical Engineering, five years of experience in planning, designing, and constructing street lighting and underground communication conduits, and registration as a Professional Engineer (PE) in Wisconsin. These requirements have not yet been assessed by the Staffing Division.

This job parallels the Multi-Modal Unit manager position in terms of its scope of responsibility and function within the Department as well as the established classification of Management Civil Engineer-Senior. Furthermore, the same factors that were used to recommend a pay level for the Multi-Modal Transportation manager are applicable to this position.

ERI indicates that the average rate of pay for an electrical engineer with five years of work experience in the Milwaukee area is \$89,308. Electrical engineers with ten years of work experience are compensated an average of \$91,000 annually. This data indicates that Pay Range 1IX (\$75,478 - \$105,669) is appropriate for the job, provided the minimum rate of pay is adjusted.

Recommendation

It is therefore recommended that this position be classified as an Electrical Engineer-Senior in Pay Range 11X (\$75,478 - \$105,669). It is further recommended, based upon salary survey information and a desire to have the same recruitment rate for all three management positions in the Transportation Operations Section, that the minimum rate of pay for the job be established at \$85,000 annually.

Traffic Engineering

Current:	Traffic Engineer-Senior	PR 11X (\$75,478 - \$105,669)
Requested:	Traffic Engineer-Senior	PR 11X (\$75,478 - \$105,669)
Recommended:	Traffic Engineer-Senior	PR 11X (\$75,478 - \$105,669)
		Recruitment at \$85,000

This position manages the Traffic Engineering section. Major responsibilities include producing and reviewing technical studies of traffic issues; supervising and coaching staff; coordinating work with other departments and agencies; representing the Traffic Engineering section before boards and committees within and outside of City government; and preparing and managing the section's operating and capital budgets. The staff in this section consists of the following positions:

- 1 Traffic Control Engineer III
- 2 Traffic Control Engineer II
- 3 Engineering Technician VI
- 2 Engineering Technician V
- 1 Engineering Technician IV

This position was classified as a Traffic Engineer-Senior in January of 2016. Salary survey data indicates that the minimum rate of pay for the job should be adjusted to enhance the department's ability to recruit and retain a well-qualified individual for the job. For that reason, we recommend that the recruitment rate be adjusted to \$85,000 annually, the same rate recommended for the other two managers in the Transportation Operations Section.

Prepared by: *Laura Sutherland st*
Laura Sutherland, Human Resources Representative

Reviewed by: *Andrea Knickerbocker st*
Andrea Knickerbocker, Human Resources Manager

Reviewed by: *M. Monteagudo*
Maria Monteagudo, Employee Relations Director

Action Required

In the Salary Ordinance, under Pay Range 11X, add the following titles: "Transportation Engineering Planner (5)", "Electrical Engineer-Senior (5)", "Traffic Engineer-Senior (5)" and add footnote "5" to read: "(5) Recruitment is at \$3,269.23 (84,999.98)"; under Pay Range 2AN, add the title "Assistant Transportation Planner (3)" and under Pay Range 2EX, add the title "Associate Transportation Planner (3)".

In the Positions Ordinance, under the Department of Public Works – Infrastructure Services Division, Transportation Operations Decision Unit, Multi-Modal Unit, delete one position of "Transportation Planner – Senior", delete one position of "Transportation Planner II", add one position of "Transportation Engineering Planner" and one position of "Associate Transportation Planner".



City of Milwaukee Fiscal Impact Statement

A	
Date 5/19/17	File Number 170156
Subject Classification and pay recommendations approved by the City Service Commission on May 23, 2017.	

B	
Submitted By (Name/Title/Dept./Ext.)	Sarah Trotter, Human Resources Representative Dept. of Employee Relations/X2398.

C	
This File	<input checked="" type="checkbox"/> Increases or decreases previously authorized expenditures. <input type="checkbox"/> Suspends expenditure authority. <input type="checkbox"/> Increases or decreases city services. <input type="checkbox"/> Authorizes a department to administer a program affecting the city's fiscal liability. <input type="checkbox"/> Increases or decreases revenue. <input checked="" type="checkbox"/> Requests an amendment to the salary or positions ordinance. <input type="checkbox"/> Authorizes borrowing and related debt service. <input type="checkbox"/> Authorizes contingent borrowing (authority only). <input type="checkbox"/> Authorizes the expenditure of funds not authorized in adopted City Budget.

D	
This Note	<input type="checkbox"/> Was requested by committee chair.

E	
Charge To	<input checked="" type="checkbox"/> Department Account <input type="checkbox"/> Contingent Fund <input type="checkbox"/> Capital Projects Fund <input type="checkbox"/> Special Purpose Accounts <input type="checkbox"/> Debt Service <input type="checkbox"/> Grant & Aid Accounts <input type="checkbox"/> Other (Specify) _____

F

Assumptions used in arriving at fiscal estimate.

G

Purpose	Specify Type/Use	Expenditure	Revenue
Salaries/Wages		See attached spreadsheet.	
Supplies/Materials			
Equipment			
Services			
Other			
TOTALS			

H

For expenditures and revenues which will occur on an annual basis over several years check the appropriate box below and then list each item and dollar amount separately.

1-3 Years 3-5 Years

1-3 Years 3-5 Years

1-3 Years 3-5 Years

I

List any costs not included in Sections E and F above.

J

Additional information.

Department of Employee Relations
Fiscal Note Spreadsheet

Finance and Personnel Committee Meeting of May 24, 2017
City Service Commission Meeting of May 23, 2017

NEW COST FOR 2017										
No.						Present	New	New		Total
Pos.	Dept	From	PR	To	PR	Annual	Annual	Cost	Rollup	Rollup+ Sal
1	Assessor's Office	Office Assistant III	6FN	Accounting Assistant II*	6HN	\$34,717	\$37,830	\$1,676	\$343	\$2,019
1	DPW - Infrastructure	Civil Engineer IV	2KX	Transportation Engineering Planner**	1IX	N/A	N/A	N/A	Included in 2017 Budget	
1	DPW - Infrastructure	New Position	N/A	Associate Transportation Planner**	2EX	N/A	N/A	N/A	Included in 2017 Budget	
1	DPW - Infrastructure	New Position	N/A	Electrical Engineer-Senior**	1IX	N/A	N/A	N/A	Included in 2017 Budget	
1	DPW - Infrastructure	Traffic Engineer-Senior	1IX	Traffic Engineer-Senior (New Recruitment Rate)**	1IX	N/A	N/A	N/A	Included in 2017 Budget	
5								\$1,676	\$343	\$2,019

*Assume effective date is Pay Period 13, 2017 (June 18, 2017).

**Assume effective date is Pay Period 1, 2017 (January 1, 2017).

COSTS FOR FULL YEAR										
No.						Present	New	New		Total
Pos.	Dept	From	PR	To	PR	Annual	Annual	Cost	Rollup	Rollup+ Sal
1	Assessor's Office	New Position	N/A	Accounting Assistant II	2HX	\$34,717	\$37,830	\$3,113	\$637	\$3,750
1	DPW - Infrastructure	Civil Engineer IV	2KX	Transportation Engineering Planner	2GN	N/A	N/A	N/A	Included in 2017 Budget	
1	DPW - Infrastructure	New Position	N/A	Associate Transportation Planner	2EN	N/A	N/A	N/A	Included in 2017 Budget	
1	DPW - Infrastructure	New Position	N/A	Electrical Engineer-Senior	2EN	N/A	N/A	N/A	Included in 2017 Budget	
1	DPW - Infrastructure	Traffic Engineer-Senior	1IX	Traffic Engineer-Senior (New Recruitment Rate)	2FN	N/A	N/A	N/A	Included in 2017 Budget	
5								\$3,113	\$637	\$3,750

Note: Totals may not be to the exact dollar due to rounding.