Cavalier Johnson
Mayor

Harper Donahue, IV
Director

Renee Joos
Employee Benefits Director

Nicole M. Fleck
Labor Negotiator

City of Milwaukee

Department of Employee Relations

April 6, 2023

The Honorable
Finance and Personnel Committee
Common Council
City of Milwaukee

> *Common Council File No 221906 - Communication from the Department of Employee Relations amending the Salary Ordinance to add a recruitment rate for all Information Technology positions in Pay Range 2LX.*

Dear Committee Members:

This communication requests an amendment to the 2023 Salary Ordinance to provide a recruitment rate of $81,056 for all Information Technology positions in Pay Range 2LX ($73,688 - $103,160). Currently, the following Information Technology positions in Pay Range 2LX already have a footnote that provides a recruitment rate of $81,056.

Emergency Communications Systems Administrator
Senior Auditor IT
Court Applications and Software Developer

A recent approved report, dated March 14, 2023, recommended the reclassification of two positions in Municipal Court to Court Applications and Software Developer in PR 2LX ($73,688 - $103,160) with a recruitment rate of $81,056. It was noted that the comparable position of Emergency Communications Systems Administrator was recently classified in 2022 and a footnoted recruitment rate of $81,056 ($79,467 at the time of the report) was recommended and approved based on market data.

To assist with recruitment and retention for other Information Technology positions at the level of Pay Range 2LC, this communication recommends adding the recruitment rate of $81,056 to the following titles.

ERS Database Administrator
ERS Server Administrator
ERS Software Developer
Public Safety Systems Administrator
Systems Analyst – Project Leader
Telecommunications Analyst – Project Leader

Action Required – Effective Pay Period 9, 2023 (April 16, 2023)

In the Salary Ordinance
Under Pay Range 2LX
        Add footnote designation (2) to the following titles.

   ERS Database Administrator
   ERS Server Administrator
   ERS Software Developer
   Public Safety Systems Administrator
   Systems Analyst – Project Leader
   Telecommunications Analyst – Project Leader

Respectfully submitted,

Harper Donahue, IV
Employee Relations Director

City of Milwaukee Fiscal Impact Statement

A

Date	4/10/2023
File Number	221906

☒ **Original**   ☐ **Substitute**

Subject   Communication from the Department of Employee Relations amending the Salary Ordinance to add a recruitment rate for all Information Technology positions in Pay Range 2LX.

B

Submitted By (Name/Title/Dept./Ext.)   Sarah Trotter / Human Resources Representative / Employee Relations / x2398

C

This File

☒ Increases or decreases previously authorized expenditures.

☐ Suspends expenditure authority.

☐ Increases or decreases city services.

☐ Authorizes a department to administer a program affecting the city's fiscal liability.

☐ Increases or decreases revenue.

☒ Requests an amendment to the salary or positions ordinance.

☐ Authorizes borrowing and related debt service.

☐ Authorizes contingent borrowing (authority only).

☐ Authorizes the expenditure of funds not authorized in adopted City Budget.

D

Charge To

☒ Department Account   ☐ Contingent Fund

☐ Capital Projects Fund   ☐ Special Purpose Accounts

☐ Debt Service   ☐ Grant & Aid Accounts

☐ Other (Specify)

E

Purpose	Specify Type/Use	Expenditure	Revenue
Salaries/Wages		$0.00	$0.00
		$0.00	$0.00
Supplies/Materials		$0.00	$0.00
		$0.00	$0.00
Equipment		$0.00	$0.00
		$0.00	$0.00
Services		$0.00	$0.00
		$0.00	$0.00
Other		$0.00	$0.00
		$0.00	$0.00
TOTALS		$ 0.00	$ 0.00

F	**Assumptions used in arriving at fiscal estimate.** Please see attached spreadsheet.

G	**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** _____

H	**List any costs not included in Sections D and E above.** _____

I	**Additional information.** _____

J	**This Note** ☐ **Was requested by committee chair.**

Department of Employee Relations
    Fiscal Note Spreadsheet for File #221906
        Finance and Personnel Committee Meeting of April 12, 2023

NEW COSTS FOR 2023

Pos.	Dept	From	PR	To	PR	Annual	Annual	Costs	Rollup	Rollup+ Sal
1	Employe's Retirement Sys	ERS Database Administrator	2LX	ERS Database Administrator	2LX	N/A	N/A	N/A Above Recruitment Rate		
1	Employe's Retirement Sys	ERS Server Administrator	2LX	ERS Server Administrator	2LX	$73,688	$81,056	$5,101	$714	$5,815
1	Employe's Retirement Sys	ERS Software Developer	2LX	ERS Software Developer	2LX	N/A	N/A	N/A Above Recruitment Rate		
2	DOA-ITMD	Public Safety Systems Adm	2LX	Public Safety Systems Adm	2LX	N/A	N/A	N/A Above Recruitment Rate		
1	DOA-ITMD	Systems Analyst-Project Leader	2LX	Systems Analyst-Project Leader	2LX	N/A	N/A	N/A Above Recruitment Rate		
1	DOA-ITMD	Systems Analyst-Project Leader	2LX	Systems Analyst-Project Leader	2LX	$76,658	$83,488	$4,728	$662	$5,390
1	Police	Systems Analyst-Project Leader	2LX	Systems Analyst-Project Leader	2LX	$73,688	$81,056	$5,101	$714	$5,815
1	DOA-ITMD	Telecommunications Analyst-Proj Ldr	2LX	Telecommunications Analyst-Proj Ldr	2LX	N/A	N/A	N/A Above Recruitment Rate		
9								$14,930	$2,090	$17,021

    Assume effective date is Pay Period 9, 2023 (April 12, 2023).
    Note: There is a request for two new positions in the Police Department to be classified as Public Safety Systems Administrator in PR 2LX.

NEW COSTS FOR FULL YEAR

Pos.	Dept	From	PR	To	PR	Annual	Annual	Costs	Rollup	Rollup+ Sal
1	Employe's Retirement Sys	ERS Database Administrator	2LX	ERS Database Administrator	2LX	N/A	N/A	N/A Above Recruitment Rate		
1	Employe's Retirement Sys	ERS Server Administrator	2LX	ERS Server Administrator	2LX	$73,688	$81,056	$7,368	$1,032	$8,400
1	Employe's Retirement Sys	ERS Software Developer	2LX	ERS Software Developer	2LX	N/A	N/A	N/A Above Recruitment Rate		
2	DOA-ITMD	Public Safety Systems Adm	2LX	Public Safety Systems Adm	2LX	N/A	N/A	N/A Above Recruitment Rate		
1	DOA-ITMD	Systems Analyst-Project Leader	2LX	Systems Analyst-Project Leader	2LX	N/A	N/A	N/A Above Recruitment Rate		
1	DOA-ITMD	Systems Analyst-Project Leader	2LX	Systems Analyst-Project Leader	2LX	$76,658	$83,488	$6,830	$956	$7,786
1	Police	Systems Analyst-Project Leader	2LX	Systems Analyst-Project Leader	2LX	$73,688	$81,056	$7,368	$1,032	$8,400
1	DOA-ITMD	Telecommunications Analyst-Proj Ldr	2LX	Telecommunications Analyst-Proj Ldr	2LX	N/A	N/A	N/A Above Recruitment Rate		
9								$21,566	$3,019	$24,585

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

Sarah Trotter   April 6, 2023