



Department of Employee Relations

Cavalier Johnson
Mayor

Jackie Q. Carter
Director

Molly King
Employee Benefits Director

Nicole Fleck
Labor Negotiator

April 2, 2026

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

Common Council File # 252144 – Communication from the Department of Employee Relations amending the Salary Ordinance to provide incentive pay for the titles Property Management Supervisor and Property Manager within the Department of City Development.

Dear Committee Members:

This communication requests an amendment to the Salary Ordinance to provide a 3% increase for possessing a Real Estate Broker License for the titles of ‘Property Management Supervisor’ and ‘Property Manager’.

In conversations with the department, allowing an incentive for holding a Real Estate Broker license for these titles would improve and enhance business operations by creating a more knowledgeable, accredited staff. The following justifications has been provided:

Real Estate staff sell real estate as part of their daily work. The standard for selling real estate is the real estate license, either a broker license or a salesperson license. The staff are responsible for going to properties, assessing properties, evaluating the condition, evaluating what needs to be done to sell properties, and using the MLS system to sell properties. The team needs at least two Brokers on staff to have access to the system (one named Broker and one back up in case of vacancy). The people who buy City houses are all represented by a real estate agent or broker that is part of a real estate brokerage run by a broker. To have all staff able to use the required systems, know the exact terminology, and be compliant with all ethics guidelines and laws is the best standard to operate under. To date, the lack of licensure by people communicating about real estate without licensure has been somewhat of a liability to date. Offering this incentive will cure the potential liability and cultivate knowledgeable staff.

This communication recommends the titles ‘Property Management Supervisor’ and ‘Property Manager’ be eligible for the Real Estate Broker’s License incentive pay, with an overall cap of 10% on incentivized certifications.

In the Salary Ordinance:

Under Pay Range 1HX:

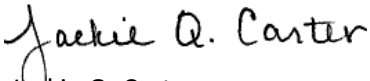
- Edit footnote (20) to read:

(20) An employee possessing a Real Estate Salespersons or Broker License to be paid an additional 3%.

Under Pay Range 2JN:

- Edit footnote (14) to read:
(14) An employee possessing a Real Estate Salespersons or Broker License to be paid an additional 3%.

Respectfully Submitted,


Jackie Q. Carter
Employee Relations Director



City of Milwaukee Fiscal Impact Statement

A	Date	<u>4/15/2026</u>	File Number	<u>252143</u>	<input checked="" type="checkbox"/> Original	<input type="checkbox"/> Substitute
	Subject	<u>Communication from the Department of Employee Relations regarding classification of the Director of the Department of Compliance and Engagement.</u>				

B	Submitted By (Name/Title/Dept./Ext.)	<u>Sarah Wangerin/ Human Resources Representative / Employee Relations</u>
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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 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	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)	
		<u></u>	

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.**

The total cost for 2026 is \$4,883. Total cost for full year is \$7,934.
 Please see attached spreadsheet for details. Cost breakdown is in
 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

Finance and Personnel Committee Meeting of April 15, 2026

NEW COSTS FOR 2026												
Pos.	Dept	From	PR	To	PR	Annual	Annual	EffPP	Costs	Rollup	Rollup+ Sal	
2	DCD	Property Manager	2JN	An employee possessing a Real Estate Salespersons or Broker License to be paid an additional 3%*	2JN	\$80,774	\$83,197	11	\$149	\$30	\$180	
1	DCD	Property Management Supervisor	1HX	An employee possessing a Real Estate Salespersons or Broker License to be paid an additional 3%*	1HX	\$88,851	\$91,517	11	\$164	\$23	\$187	
1									\$164	\$23	\$187	

Assume effective date is Pay Period 11, 2026 (May 10, 2026) unless otherwise indicated.

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

* As the footnote has not yet been assigned, this fiscal note assumes all eligible positions achieve the 3% certification. Actual useage will vary.

NEW COSTS FOR FULL YEAR												
Pos.	Dept	From	PR	To	PR	Annual	Annual	EffPP	Costs	Rollup	Rollup+ Sal	
2	DCD	Property Manager	2JN	An employee possessing a Real Estate Salespersons or Broker License to be paid an additional 3%*	2JN	\$80,774	\$83,197	1	\$242	\$50	\$292	
1	DCD	Property Management Supervisor	1HX	An employee possessing a Real Estate Salespersons or Broker License to be paid an additional 3%*	1HX	\$88,851	\$91,517	1	\$267	\$37	\$304	
2									\$242	\$50	\$292	

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

* As the footnote has not yet been assigned, this fiscal note assumes all eligible positions achieve the 3% certification. Actual useage will vary.