



Department of Employee Relations

Tom Barrett
Mayor

Maria Monteagudo
Director

Michael Brady
Employee Benefits Director

Deborah Ford
Labor Negotiator

June 28, 2017

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

Dear Committee Members: Re: Common Council File Number **170319**

The following classification and pay recommendations were approved by the City Service Commission on **June 20, 2017**.

In the DPW-Water Works, one position of Water Department Blacksmith, PR 7HN was recommended for reclassification to Machinist I, PR 7IN.

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: Job Evaluation Report
Fiscal Note

C: Mark Nicolini, Dennis Yaccarino, John Ledvina, Bill Christianson, Nicole Fleck, Jennifer Gonda, Mark Scheller, Ghassan Korban, Laura Daniels, Dan Thomas, Dawn Crowbridge, and Shannon Goodwin



JOB EVALUATION REPORT

City Service Commission Meeting Date: June 20, 2017

DPW-WATER WORKS

Current	Request	Recommendation
Water Department Blacksmith PR 7HN (\$45,327 - \$52,049)	Machinist I PR 7IN (\$48,358 - \$56,364)	Machinist I PR 7IN (\$48,358 - \$56,364)

Action Required

In the Department of Public Works-Water Works, Distribution Organization, Field Operations, delete one position of "Machinist" and add one position of "Machinist I".

Background

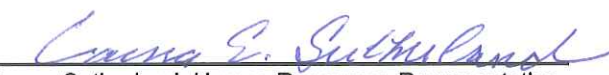
The Milwaukee Water Works requested that a vacant position of Blacksmith be reclassified to Machinist I to reflect the duties and responsibilities that will be performed in its Water Distribution Section.

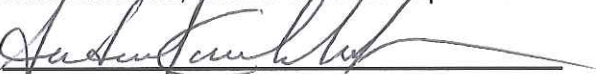
As indicated in a revised job description provided by the department, duties and responsibilities will include matching, fabricating, maintaining, and repairing a wide variety of parts and equipment including valves, pumps, compressors, equipment, tools, and fixtures using such equipment as lathes, milling machines, shapers, grinders, welding equipment, pneumatic tools and compressors, and overhead cranes. Work will regularly be performed in the field and machine shop. In addition to performing repairs in the field, this Machinist I will, at times, direct repair crews in the proper assembly and disassembly of water distribution valves, blow-off, air vents, and such during repairs.

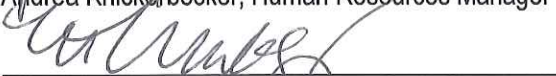
Requirements for the position include four years of experience as a journey-level machinist or machine repair specialist or four years of shop experience performing related duties. These requirements have not been assessed for purposes of staffing.

Recommendation

Due to the fact that the duties and responsibilities of the job will conform to the established job classification of Machinist I in Pay Range 7IN (\$45,358 - \$56,364), it is recommended that it be classified as requested.

Prepared by: 
Laura Sutherland, Human Resources Representative

Reviewed by: 
Andrea Knickerbocker, Human Resources Manager

Reviewed by: 
Maria Monteagudo, Employee Relations Director



City of Milwaukee Fiscal Impact Statement

A

Date	6/28/17	File Number	170319
Subject	Classification and pay recommendations approved by the City Service Commission on June 20, 2017.		

B

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

This Note	<input type="checkbox"/> Was requested by committee chair.
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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 July 7, 2017
 City Service Commission Meeting of June 20, 2017

NEW COSTS FOR 2017											
No. Pos.	Dept	From	PR	To	PR	Present Annual	New Annual	New Cost	Rollup	Total Rollup+ Sal	
1	DPW-Water Works	Water Department	Blacksmith	7HN		7IN	\$45,327	\$48,358	\$350	\$72	\$421
1								\$350	\$72	\$421	

Assume effective date is Pay Period 15, 2017 (July 16, 2017).

COSTS FOR FULL YEAR											
No. Pos.	Dept	From	PR	To	PR	Present Annual	New Annual	New Cost	Rollup	Total Rollup+ Sal	
1	DPW-Water Works	Water Department	Blacksmith	7HN		7IN	\$45,327	\$48,358	\$758	\$155	\$913
1								\$758	\$155	\$913	