



Office of the Comptroller

W. Martin Morics, C.P.A.  
Comptroller

Michael J. Daun  
Deputy Comptroller

John M. Egan, C.P.A.  
Special Deputy Comptroller

Craig D. Kammholz  
Special Deputy Comptroller

November 18th, 2011

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

Re: Common Council Contingent Fund Status

Dear Committee Members:

Attached is the current Common Council Contingent Fund Status report as updated by the recent Common Council resolutions adopted.

If you have any questions concerning this report, please contact Trang Dinh of my staff at extension 2293.

Very truly yours,

W. MARTIN MORICS  
Comptroller

WMM:td

Attachment

CC: City Clerk  
Budget Office  
LRB

**2011 COMMON COUNCIL CONTINGENT FUND**  
**Status on 11/18/2011**

**Funds Appropriated**

2011 Adopted Budget 5,000,000.00

**Transfers authorized by prior Council meetings**

<b>Journal ID</b>	<b>Date</b>	<b>Year</b>	<b>Class</b>	<b>Bud Ref</b>	<b>Amount</b>	<b>Description</b>
238874	1/1/2011	2011	C001	2011	5,000,000.00	2011 Approved Budget
242301	2/8/2011	2011	C001	2011	(636,626.35)	Res. 101189 2/8/11 CF to S163
252831	11/18/2011	2011	C001	2011	(100,000.00)	Res110479 11/2/11 CF to S172

**Remaining Reserved Commitments Authorized by prior Council meetings**

Res. 110792 11/2/11 reserve for 2011  
 Special Purpose Account - Land Management (400,000.00)

**Total Transfers & Reserved** (1,136,626.35)

**Balance Available on November 18th, 2011** 3,863,373.65

**% Expended/Reserved Current status** 23%

**Comparative Balance Available on November 18th of prior years**

	<u>Balance</u>	<u>Budgeted</u>	<u>% Expended</u>
2006	4,497,000	5,500,000	18%
2007	2,372,000	5,500,000	57%
2008	1,368,349	5,000,000	73%
2009	3,699,230	5,000,000	26%
2010	5,000,000	5,000,000	0%
Average of prior years	3,387,316	5,200,000	35%



# City of Milwaukee

City Hall  
200 East Wells Street  
Milwaukee, WI 53202

## Meeting Agenda FINANCE & PERSONNEL COMMITTEE

*ALD. MICHAEL J. MURPHY, CHAIR*  
*Ald. Robert J. Bauman, Vice-Chair*  
*Ald. Joe Dudzik, Ald. Milele A. Coggs, and Ald. Nik Kovac*

*Staff Assistant, Tobie Black, 286-2231; Fax: 286-3456,*  
*tblack@milwaukee.gov*  
*Legislative Liaison, Jim Carroll, 286-8679,*  
*jcarro@milwaukee.gov*

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Wednesday, November 23, 2011

9:00 AM

Room 301-B, City Hall

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1. [110856](#) Communication from the Department of Administration - Budget and Management Analysis Division regarding vacancy requests, fund transfers and equipment requests.  
**Sponsors:** THE CHAIR
  
2. [110920](#) Resolution authorizing the Commissioner of Public Works to execute a Revised Project Agreement titled "State/Municipal Agreement for a Highway Improvement project" between the City of Milwaukee and Wisconsin Department of Transportation for replacement of the West Capitol Drive Bridge over Menomonee River with 75 percent Federal and State aid under the State Trunk Highway Program and to fund the revised design estimate with a City of Milwaukee Share of \$25,500 and a grantor share of \$76,500.  
**Sponsors:** THE CHAIR
  
3. [110597](#) Substitute resolution relating to the expenditure of funds to be reimbursed by greater than anticipated revenue. (Election Commission)  
**Sponsors:** THE CHAIR
  
4. [110983](#) Appointment of James Klajbor to serve the remainder of the term as City Treasurer by the Mayor.  
**Sponsors:** THE CHAIR
  
5. [110947](#) Resolution authorizing up to \$700,000 in contingent borrowing for the Development Fund for economic development purposes, in the 8th Aldermanic District.  
**Sponsors:** Ald. Donovan
  
6. [110959](#) Substitute resolution implementing a footnote to the 2012 Budget relating to a study of increasing the efficiency of fire suppression systems and transportation in the Fire Department.  
**Sponsors:** Ald. Witkowski
  
7. [110998](#) An ordinance relating to limitations on professional service contracts with retired city employees.

**Sponsors:** Ald. Bohl

8. [110937](#) Substitute resolution authorizing city departments to expend monies appropriated in the 2012 city budget for Special Purpose Accounts, Debt Service Fund, Provisions for Employees' Retirement Fund, Delinquent Tax Fund, Common Council Contingent Fund, Grant and Aid Fund, and Special Capital Projects or Purposes.

**Sponsors:** THE CHAIR

9. [110938](#) Resolution appropriating \$50,000,001 from the 2012 Special Purpose Account Reimbursable Services Advance Fund.

**Sponsors:** THE CHAIR

10. [110999](#) Resolution relating to the expenditure of funds to be reimbursed by greater than anticipated revenue. (Department of Public Works)

**Sponsors:** THE CHAIR

11. [110798](#) A substitute charter ordinance relating to retirement benefits for certain employees employed by the fire department.

**Sponsors:** THE CHAIR

12. [110942](#) Communication regarding the "Wellness Your Choice Milwaukee" health assessment and improvement efforts through Froedtert Health Workforce Health.

**Sponsors:** THE CHAIR

13. [110993](#) Communication from the Department of Employee Relations relating to the salaries of certain elected officials.

**Sponsors:** THE CHAIR

14. [110108](#) A substitute ordinance relating to the annual salaries of the mayor and members of the common council.

**Sponsors:** THE CHAIR

15. [110454](#) Resolution authorizing attendance at conventions, seminars and other travel.

**Sponsors:** THE CHAIR

16. [110744](#) A substitute ordinance relating to employee relations, regulations and benefits for city employees.

**Sponsors:** THE CHAIR

17. [110935](#) A substitute ordinance to further amend the 2011 rates of pay of offices and positions in the City Service.

**Sponsors:** THE CHAIR

18. [110936](#) An ordinance to further amend the 2011 offices and positions in the City Service.

Sponsors: THE CHAIR

This meeting will be webcast live at [www.milwaukee.gov/channel25](http://www.milwaukee.gov/channel25).

Common Council members who are not members of this committee may attend this meeting to participate or to gather information. This meeting may constitute a meeting of the Common Council or any of its standing committees although no formal action will be taken at this meeting.

Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities through sign language interpreters or auxiliary aids. For assistance contact the Legislative Services ADA Coordinator at 286-2998, (FAX)286-3456, (TDD)286-2025 or by writing to Room 205, City Hall, 200 E. Wells Street, Milwaukee, WI 53202.

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Legislation Details (With Text)

**File #:** 110856      **Version:** 0

**Type:** Communication to Finance      **Status:** In Committee

**File created:** 10/11/2011      **In control:** FINANCE & PERSONNEL COMMITTEE

**On agenda:**      **Final action:**

**Effective date:**

**Title:** Communication from the Department of Administration - Budget and Management Analysis Division regarding vacancy requests, fund transfers and equipment requests.

**Sponsors:** THE CHAIR

**Indexes:** VACANCY REQUESTS

**Attachments:** Vacancy Agenda, Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
10/10/2011	0	COMMON COUNCIL	ASSIGNED TO		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		

Number  
110856  
Version  
ORIGINAL

Reference

Sponsor  
THE CHAIR

Title  
Communication from the Department of Administration - Budget and Management Analysis Division regarding vacancy requests, fund transfers and equipment requests.

Drafter  
CC-CC  
TB  
10/10/11

**AGENDA OF ITEMS TO BE CONSIDERED  
BY THE COMMITTEE ON FINANCE AND PERSONNEL**

DATE: November 23, 2011

TIME: 9:00 A.M.

PLACE: Committee Room 301-B  
City Hall

SCHEDULE A: Vacancy Requests

SCHEDULE B: Fund Transfers

SCHEDULE A - VACANCY REQUESTS

CSC-Status - Under Civil Service  
Unless Noted as Exempt (E)

Finance & Personnel Committee Meeting: November 23, 2011

Funding Source - 100% Operating  
Budget Unless Otherwise Indicated

I.D. No.	Department and Position	Pay Range	Date Vacant	Number of Positions With Same Title					CSC Status and/or Funding Source	Int/Ext Fill	Code
				Authorized	Filled excl.	Recomm. Authorization	Vac. Prev. Appr.	Other Vac.			
<u>PROPERTY TAX LEVY SUPPORTED POSITIONS</u>											
<u>CITY TREASURER</u>											
110450	Investments and Financial Services Mgr.	12	10/15/11	1	0	1	0	0		Int	x-2b
110451	Investments and Financial Serv. Spec.	597	10/15/11	1	0	1	0	0		Int	x-2b
<u>COMMON COUNCIL-CITY CLERK</u>											
110471	Administrative Services Coordinator	555	12/23/11	1	0	1	0	0		Int	x-2b
<u>ELECTION COMMISSION</u>											
110472	Management Services Specialist	3	NA	2	1	1	0	0		Int	x-3
<u>DEPT. OF EMPLOYEE RELATIONS</u>											
110473	Benefits Services Specialist II	540	10/16/11	2	1	1	0	0		Int	x-2b
110474	Office Assistant II	410	4/21/11	1	0	1	0	0		Int/Ext	x-2b
<u>FIRE AND POLICE COMMISSION</u>											
110475	Research and Policy Analyst	5	10/8/11	1	0	1	0	0		Int/Ext	x-2a
<u>FIRE DEPARTMENT</u>											
110476-77	Fire Lieutenant (2 positions)	856	8/22/11 9/25/11	166	164	2	0	0		Int	x-1
110478	Heavy Equipment Operator	853	12/11/11	180	176	1	0	3		Int	x-1
<u>HEALTH DEPARTMENT</u>											
110479	Lead Microbiologist	646	9/15/2007	1	0	1	0	0		Int	x-2b
110480	Office Assistant III	425	10/16/11	9	8	1	0	0		Int	x-2b
110514	Personnel Payroll Assistant II	445	NA	1	0	1				Int/Ext	x-3
<u>DEPT. OF NEIGHBORHOOD SERVICES</u>											
110481	Administrative Specialist	2	10/31/11	1	0	1	0	0		Int	x-3
110482	Building Codes Enforcement Supervisor	7	1/1/12	6	5	1	0	0		Int	x-2b
110515	Special Enforcement Inspector	572	5/29/11	18	16	1	0	1		Int	x-2b
<u>POLICE DEPARTMENT</u>											
110491-93	Electronic Technician (3 positions)	290	11/28/06 7/24/10 8/20/11	10	6	3	0	1		Ext	x-3
<u>DPW-ADMINISTRATIVE SERVICES DIV.</u>											
110494	Office Assistant IV	445	10/29/11	1	0	1	0	0		Int/Ext	x-3
<u>DPW-OPERATIONS DIVISION</u>											
110500	Fluid Power Systems Technician	262	11/17/11	1	0	1	0	0		Int/Ext	x-2b
110501	Field Service Mechanic	270	12/18/11	4	3	0	0	0		Int	x-2b
<u>NON-PROPERTY TAX LEVY SUPPORTED POSITIONS (Enterprise Funds, Grants)</u>											
<u>EMPLOYEES' RETIREMENT SYSTEM</u>											
110503	Records Technician II	410	10/31/11	2	1	1	0	0	Pension Trust	Ext	x-6

SCHEDULE A - VACANCY REQUESTS

CSC-Status - Under Civil Service  
Unless Noted as Exempt (E)

Finance & Personnel Committee Meeting: November 23, 2011

Funding Source - 100% Operating  
Budget Unless Otherwise Indicated

I.D. No.	Department and Position	Pay Range	Date Vacant	Number of Positions With Same Title					CSC Status and/or Funding Source	Int/Ext Fill	Code
				Authorized	Filled excl.	Recomm. Authorization	Vac. Prev. Appr.	Other Vac.			
503504	<u>HEALTH DEPARTMENT</u> Communicable Disease Specialist	530	10/20/11	8	6	1	1	0	AIDS/HIV/STD Prog. MCHVP/Project Launch	Int	x-6
110505	Public Health Nurse	666	11/12/11	62	61	1	0	0		Ext	x-6
110506	<u>DEPT. OF NEIGHBORHOOD SERVICES</u> Neighborhood Impr. Proj. Inspector	549	10/30/11	6	5	1	0	0	CDBG (NIP)	Int/Ext	x-6
110507	<u>DPW-PARKING FUND</u> Parking Enforcement Supervisor	4	11/1/11	4	3	1	0	0	Parking Fund	Int/Ext	x-6
110508-09	<u>DPW-SEWER MAINT. FUND</u> Civil Engineer II (2 positions)	626	3/6/11 10/2/11	13	10	2	0	1	Sewer Maint. Fund	Int/Ext	x-6
110510	<u>DPW-WATER WORKS</u> Water Plant Operations Manager-South	9	12/14/11	1	0	1	0	0	Water Works	Int	x-6
110511	Sr. Water Treatment Plant Operator	291	12/25/11	24	22	1	1	0	Water Works	Int	x-6
110512	Machine Technician	208	12/29/10	17	16	1	0	0	Water Works	Int/Ext	x-6
110513	Communications Assistant V	460	1/1/12	5	4	1	0	0	Water Works	Int/Ext	x-6

BMA 30 SCHEDULE B - FUND TRANSFERS AND/OR EQUIPMENT REQUESTS

Finance and Personnel Meeting: November 23, 2011

Department Account Name	Amount of Transfer		Reason
	From	To	
<u>DEPT. OF EMPLOYEE RELATIONS</u> Health Maint. Organization Health Care Admin. Expense	\$1,200,000	\$1,200,000	This transfer is necessary because a large number of 2010 Health Risk Assessments were completed and billed in 2011, causing the current Health Administration Account to incur HRA expenditures from the prior year. The HMO account has sufficient funds to cover these expenses as a result of decreased enrollments from 2010 to 2011.

SCHEDULE C - GENERAL MATTERS

1. Miscellaneous Matters





Legislation Details (With Text)

**File #:** 110920      **Version:** 0  
**Type:** Resolution      **Status:** In Committee  
**File created:** 11/2/2011      **In control:** FINANCE & PERSONNEL COMMITTEE  
**On agenda:**      **Final action:**  
**Effective date:**

**Title:** Resolution authorizing the Commissioner of Public Works to execute a Revised Project Agreement titled "State/Municipal Agreement for a Highway Improvement project" between the City of Milwaukee and Wisconsin Department of Transportation for replacement of the West Capitol Drive Bridge over Menomonee River with 75 percent Federal and State aid under the State Trunk Highway Program and to fund the revised design estimate with a City of Milwaukee Share of \$25,500 and a grantor share of \$76,500.  
**Sponsors:** THE CHAIR

**Indexes:** AGREEMENTS, BRIDGES, WISCONSIN DEPARTMENT OF TRANSPORTATION

**Attachments:** Agreement, Comptroller's Certificate, Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
11/2/2011	0	COMMON COUNCIL	ASSIGNED TO		
11/11/2011	0	PUBLIC WORKS COMMITTEE	HEARING NOTICES SENT		
11/11/2011	0	PUBLIC WORKS COMMITTEE	HEARING NOTICES SENT		
11/16/2011	0	PUBLIC WORKS COMMITTEE	RECOMMENDED FOR ADOPTION AND ASSIGNED TO	Pass	5:0
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		

Number  
110920  
Version  
ORIGINAL  
Reference  
061548  
Sponsor  
THE CHAIR  
Title

Resolution authorizing the Commissioner of Public Works to execute a Revised Project Agreement titled "State/Municipal Agreement for a Highway Improvement project" between the City of Milwaukee and Wisconsin Department of Transportation for replacement of the West Capitol Drive Bridge over Menomonee River with 75 percent Federal and State aid under the State Trunk Highway Program and to fund the revised design estimate with a City of Milwaukee Share of \$25,500 and a grantor share of \$76,500.

**Analysis**  
This Resolution authorizes the Commissioner of Public Works to execute a Revised Project Agreement with the WISDOT for replacement of the West Capitol Drive Bridge over Menomonee River and to fund the revised design estimates with a City of Milwaukee share of \$25,500 and a grantor share of \$76,500. The Revised Project Agreement provides for 75 percent Federal/State aid and 25 percent local cost sharing for engineering and 100 percent Federal and State aid for construction of the project. The total estimated cost for the project is \$3,224,000 of which \$136,000 is the

City of Milwaukee's Share and \$3,088,000 is the grantor share. Construction funds for the project will be requested in a future Common Council resolution.

Body

Whereas, The Common Council of the City of Milwaukee adopted Resolution File Number 061548 authorizing and directing the Commissioner of Public Works to execute an agreement with the Wisconsin Department of Transportation (WISDOT) for replacement of the West Capitol Drive Bridge over Menomonee River with Federal and/or State aid under the State Trunk Highway Program; and

Whereas, As part of the preliminary engineering process, engineering and construction costs have been refined and increased since the original agreement was drafted five years ago; and

Whereas, The WISDOT has submitted a Revised Project Agreement that includes additional funding for the engineering and construction costs associated with the bridge project for City execution; and

Whereas, The bridge project is scheduled for construction in 2013 and construction funds for the project will be requested in a separate resolution, now therefore, be it

Resolved, By the Common Council of the City of Milwaukee that the Commissioner of Public Works is hereby authorized to execute the Revised Project Agreement updating and revising the engineering and construction costs associated with the replacement of the West Capitol Drive Bridge over Menomonee River with Federal and/or State aid under the State Trunk Highway Program, a copy of which is attached to Common Council File Number 110920 and incorporated in this resolution as though set forth therein in full.

Further Resolved, That the City Comptroller is hereby authorized to create within the Capital Improvement Fund, Grant and Aid Projects, the necessary Project/Grant Chartfield Values for preliminary engineering for the projects (Expenditure) and transfer to any of these accounts the amount required under grant agreement and City Accounting Policy but not to exceed a 10 percent increase of the total amounts reserved for the grantor's share and local share or \$5,000 whichever is greater, as follows:

Infrastructure Services Division Accounts

West Capitol Drive Bridge over Menomonee River  
State Project I.D. 2025-16-00

BR320070301  
City Share Non-Assessable Fund, Structure  
BR300110000  
Fund 0303  
\$25,500

Grantor Reimbursable Fund, Structure  
SP032110100  
Fund 0306  
\$63,750

Grantor Non-Reimbursable Cash Fund, Structure  
SP032110100  
Fund 0306  
\$12,750

Total Estimated Additional Engineering: \$102,000  
Previously Authorized for Preliminary Engineering: \$299,250.00  
Current Estimated Cost of Total Project including this resolution: \$3,224,000

Original Estimated Cost of Total Project (Res. No. 061548): \$2,402,000

; and, be it

Further Resolved, That the City Engineer is hereby authorized and directed to approve and make periodic payments to the WISDOT upon receipt of invoices for the City's share of the costs of the project.

Requestor

Department of Public Works

Drafter

Infrastructure Services Division

CSL:ns

October 25, 2011, 2011

STATE/MUNICIPAL AGREEMENT  
FOR A  
HIGHWAY IMPROVEMENT PROJECT

Revises January 13 2006 Agreement

DATE: October 25, 2011  
PROJECT DESIGN ID: 2025-16-00  
PROJECT CONSTRUCTION ID: 2025-16-70  
HIGHWAY: W Capitol Dr (STH 190) LENGTH: 0 Miles  
LIMITS: Bridge over Menomonee River  
COUNTY: Milwaukee

The signatory city, village, town or county, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and effect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25(1), (2), and (3) of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

**Existing Facility - Describe and give reason for request:** Improvement.

**Proposed Improvement - Nature of work:** As determined by project scoping.

**Describe non-participating work included in the project and other work necessary to finish the project completely which will be undertaken independently by the municipality:** A nominal amount is included to cover items in paragraph 4 (to be adjusted in the final plan).

PHASE	ESTIMATED COST					
	Total Est. Cost	Federal/ State Funds	%	Municipal Funds	%	
<b>Preliminary Engineering:</b>						
Plan Development	\$ 370,000	\$ 277,500	75%	\$ 92,500	25%	
State Review	\$ 74,000	\$ 55,500	75%	\$ 18,500	25%	
<b>Real Estate Acquisition:</b>						
Acquisition	\$ 100,000	\$ 100,000	100%	\$ -	0%	
Compensable Utilities	\$ 20,000	\$ 20,000	100%	\$ -	0%	
<b>Construction:</b>						
Participating	\$ 2,500,000	\$ 2,500,000	100%	\$ -	0%	
CSS *	\$ 135,000	\$ 135,000	MAX	\$ -	BAL	
New Sidewalk	\$ -	\$ -		\$ -		
New Lighting	\$ -	\$ -		\$ -		
Landscaping	\$ -	\$ -		\$ -		
Non-Participating	\$ 25,000	\$ -		\$ 25,000	100%	
<b>Total Cost Distribution</b>	<b>\$ 3,224,000</b>	<b>\$ 3,088,000</b>		<b>\$ 136,000</b>		

\*Community Sensitive Solutions (CSS) - Maximum State/Federal funds of \$135,000, any amount that exceeds this maximum is to be funded with 100% Municipal funds

This request is subject to the terms and conditions that follow (pages 2&3) and is made by the undersigned under proper authority to make such request for the designated Municipality and upon acceptance by the State shall constitute agreement between the Municipality and the State.

Signed for and in behalf of the City of Milwaukee.

\_\_\_\_\_  
Name Title Date

\_\_\_\_\_  
Name Title Date

## TERMS AND CONDITIONS:

1. The initiation and accomplishment of the improvement will be subject to the applicable Federal and State regulations.
2. The Municipality will pay to the State all costs incurred by the State in connection with the improvement which exceeds Federal/State financing commitments or are ineligible for Federal/State financing. The Municipality's concurrence is required before award of the contract for the improvement when the contracts exceed 5% of the estimate. The Municipality must also concur with contract modifications to contracts awarded by the State over \$25,000.00, unless the authorized representative of the State determines that a prompt change order is needed to preserve the work in progress, prevent extraordinary damage avoid unreasonable & costly delay, or other extraordinary condition of necessity, safety or emergency exists. The authorized representative of the State shall provide notice of the prompt change order to the Municipality or its authorized representative as soon as practicable thereafter and the Municipality shall pay its share of the prompt change order cost.
3. Funding of each project phase (preliminary engineering, real estate, construction, and other) is subject to inclusion in an approved program. Federal aid and/or State transportation fund financing will be limited to participation in the costs of the following items as specified in the estimate summary:
  - (a) The grading, base, pavement, and curb and gutter.
  - (b) Catch basins and inlets for surface water drainage of the improvement, with connections to the storm sewer main.
  - (c) Construction engineering incident to inspection and supervision of actual construction work.
  - (d) Signing and pavement marking, including detour routes.
  - (e) Storm sewer mains necessary for the surface water drainage.
  - (f) Construction of new sidewalks and driveways, replacement of sidewalks and private driveways resulting from roadway construction.
  - (g) New installations or alteration resulting from roadway construction of standard State street lighting and traffic signals or devices.
  - (h) Real Estate for the improvement.
  - (i) Preliminary engineering and state review services.
4. Work necessary to complete the improvement to be financed entirely by the Municipality or other utility or facility owner includes the following items:
  - (a) New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
  - (b) Damages to abutting property due to change in street or sidewalk widths, grades or drainage.
  - (c) Conditioning, if required and maintenance of detour routes.
  - (d) Repair of damages to roads or streets caused by reason of their use in hauling materials incident to the improvement.
  - (e) Bridge width in excess of standards.
5. As the work progresses, the Municipality will be billed for work completed which is not chargeable to Federal/State funds. Upon completion of the project, a final audit will be made to determine the final division of costs.
6. If the Municipality should withdraw the project, it shall reimburse the State for any costs incurred by the State in behalf of the project.
7. The work will be administered by the State and may include items not eligible for Federal/State participation.

8. The Municipality shall at its own cost and expense:

- (a) Maintain all portions of the project that lie within its jurisdiction for such maintenance through statutory requirements, in a manner satisfactory to the State and shall make ample provision for such maintenance each year.
- (b) Maintenance of sidewalks and landscaping features along the project.
- (c) Maintenance of lighting systems, to include energy.
- (d) Maintenance of all features outside the travel lanes when additional pavement width is added at the request of the Municipality, with the exception of turn lanes.
- (e) Prohibit angle parking.
- (f) Regulate or prohibit all parking at locations where and when the pavement area usually occupied by parked vehicles will be needed to carry active traffic in the street.
- (g) Assume general responsibility for all public information and public relations for the project and to make fitting announcement to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within an around the projects.
- (h) Provide complete plans, specifications, relocation order, real estate plat, estimates, appraisals, and acquiring the parcels.
- (i) Use the WisDOT Utility Accommodation Policy unless it adopts a policy, which has equal or more restrictive controls.

9. Basis for local participation:

Funding for preliminary engineering for a connecting highway, 75% State 25% Municipal.

Funding for real estate required for standard roadway construction, 100% State.

Funding for compensable utilities required for standard roadway construction, 100% State.

Funding for construction of standard roadway items – 100% State

Funding for CSS (Community Sensitive Solutions) – 100% State, maximum amount \$135,000. Costs above this maximum are 100% Municipal. The funding is to be used for enhancement features along the project limits. CSS funds have been inflated to 2012 dollars.

Funding for non-participating items 100% Municipality.

**Capital Grant Resolution Certification from the  
Comptroller's Office**

The Comptroller's Office has reviewed Common Council Resolution File No. 110920 for the increase in the design phase of West Capitol Drive Bridge over Menomonee River per the revised State/Municipal Agreement (Grantor Share \$63,750; City Share \$25,500) and approved the resolution as to:

- Sufficiency of funds
- Funding sources (per estimated **grant funding agreement**)
- Sufficiency of reporting for purposes of internal auditing

The following deficiencies were noted:

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The resolution should be corrected and returned to the Comptroller's Office for review.

Signature: C Wisniewski

Date: 10/24/11





Legislation Details (With Text)

**File #:** 110597      **Version:** 1

**Type:** Resolution      **Status:** In Committee

**File created:** 9/1/2011      **In control:** FINANCE & PERSONNEL COMMITTEE

**On agenda:**      **Final action:**

**Effective date:**

**Title:** Substitute resolution relating to the expenditure of funds to be reimbursed by greater than anticipated revenue. (Election Commission)

**Sponsors:** THE CHAIR

**Indexes:** ELECTION COMMISSION, REIMBURSABLE SERVICES

**Attachments:** Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
9/1/2011	0	COMMON COUNCIL	ASSIGNED TO		
11/18/2011	1	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
11/18/2011	1	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		

Number  
110597

Version  
SUBSTITUTE 1

Reference

Sponsor  
THE CHAIR

Title

Substitute resolution relating to the expenditure of funds to be reimbursed by greater than anticipated revenue. (Election Commission)

Analysis

This resolution authorizes the appropriation and expenditure of funds by the Election Commission due to unanticipated revenues. These unanticipated revenues are the result of reimbursement from Milwaukee County for costs expended by the City of Milwaukee Election Commission in the 2011 Spring Election recount.

The resolution provides for recognition of unanticipated revenues by the City Comptroller as required in s. 304-91 of the Code of Ordinances

..Body

Whereas, Section 304-91 of the Code of Ordinances establishes procedural guidelines related to the expenditure of funds to be reimbursed by greater than anticipated revenues; and

Whereas, Under Wisconsin statutes and the rules of the Wisconsin Government Accountability Board, the City of Milwaukee Election Commission was required to conduct election recount activities related to the 2011 Spring Elections; and

Whereas, By memorandum of April 18, 2011, the Government Accountability Board advised that the entire costs to the City of the 2011 Spring Election recount would be reimbursable by Milwaukee County; and

Whereas, The Election Commission has been advised by the Milwaukee County Election Commission that it is entitled to reimbursement from Milwaukee County of at least \$31,620.34 of expenses incurred by the Election Commission in the 2011 Spring Election recount, and a check for payment of \$31,620.34 has been received from Milwaukee County and funds placed in estimated revenue account Number 987999; and

Whereas, The City Comptroller has certified greater than anticipated revenue in the amount of \$31,620.34, pursuant to s. 304-91,

Pursuant to s. 304-91, I hereby certify that the money required for this is to be realized on or before December 31, 2011, and is to be expended only for the purposes specified in this resolution.

\_\_\_\_\_  
Comptroller

\_\_\_\_\_  
Date

; and

Whereas, It is the intent of the Common Council that unanticipated revenue resulting from reimbursement of expenses incurred by the Election Commission be appropriated to the operating accounts of the Election Commission and authorized for expenditure; now, therefore, be it

Resolved, By the Common Council of the City of Milwaukee, that the City Comptroller is directed to appropriate an amount of \$31,620.34 from estimated revenue account Number 987999, to increase appropriations in the amount of \$31,620.34 in the general operating expenditure accounts of the Election Commission (0001-1700-R999-006300) for expenditure from appropriate accounts (including 630100 to 637501), and to increase the estimated revenues representing reimbursement of costs relating to the 2011 Spring Elections recount; and, be it

Further Resolved, That the City Comptroller is directed to establish the necessary accounts and accounting procedures to carry out the intent of this resolution

Requestors  
Election Commission  
DOA - Budget and Management Division  
Drafter LRB-133631-3.1  
Richard L. Withers 11/11/2011





Legislation Details (With Text)

**File #:** 110983      **Version:** 0

**Type:** Appointment      **Status:** In Committee

**File created:** 11/4/2011      **In control:** FINANCE & PERSONNEL COMMITTEE

**On agenda:**      **Final action:**

**Effective date:**

**Title:** Appointment of James Klajbor to serve the remainder of the term as City Treasurer by the Mayor.

**Sponsors:** THE CHAIR

**Indexes:** APPOINTMENTS, CITY TREASURER

**Attachments:** Appointment Letter, Letter from James Klajbor, Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
11/4/2011	0	COMMON COUNCIL	ASSIGNED TO		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		

**Number**

110983

**Version**

ORIGINAL

**Reference**

**Sponsor**

THE CHAIR

**Title**

Appointment of James Klajbor to serve the remainder of the term as City Treasurer by the Mayor.

**Drafter**

Mayor

TB

11/11/11



**Tom Barrett**  
Mayor, City of Milwaukee

---

November 14, 2011

To the Honorable, the Common Council  
of the City of Milwaukee

Honorable Members of the Common Council:

I have received the resignations of Wayne Whittow, City Treasurer, and James Hanna, Deputy City Treasurer, effective November 30, 2011.

In accordance with the authority vested in me by Wisconsin State Statutes 17.23 (1)(c), as of December 1, 2011, I am appointing James F. Klajbor to the position of City Treasurer to fill the remainder of Mr. Whittow's term.

I trust this appointment will have the approval of your Honorable Body.

Respectfully submitted,

Tom Barrett  
Mayor



**OFFICE OF THE CITY TREASURER**  
**Milwaukee, Wisconsin**

November 10, 2011

To the Honorable,  
Mayor Tom Barrett  
City of Milwaukee  
City Hall, Room 201

Dear Mayor Barrett:

I am both humbled and deeply honored to be selected for appointment to serve the remainder of the current term as the City of Milwaukee Treasurer.

I have over thirty-seven years of service with the Office of the City Treasurer, thirty-one as a department manager, serving the last six years as Special Deputy City Treasurer.

During my tenure with the department, I took the lead in:

- contracting out for a bank lock box service for property tax payments;
- outsourcing tax bill imprinting and mailing services;
- implementing the use of a collection law firm for collecting delinquent property taxes;
- pursuing and implementing property tax e-payments;
- contracting out for zero balance concentration accounts for accounts payable and payroll, as well as general banking services;
- pursuing and implementing remote electronic deposit of daily check payments;
- implementing the department's video surveillance system;
- acquiring an electronic Cashiering System that could process scannable payment documents;
- redesigning the City's combined property tax bills to include scannable payment coupons and display the required lottery and gaming credit and first dollar credit, as well as Wisconsin State aids;
- developing the Office of the City Treasurer Web Site, which was a finalist for a City Innovation Award; and
- remodeling the department's offices to the Open Plan System.

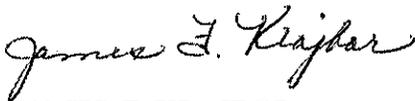
I also chaired the City-wide E-mail Committee, drafted the Milwaukee Information Policy Committee's original Information Systems Management Policy Guidelines, and drafted the City Treasurer Department's employee handbook, which has been used as a model for other agencies. In addition, I served as the City Treasurer's Designee to the Deferred Compensation Board from 1987 to 1997, served as Vice-Chair of the Board's Executive Finance Committee from 1988 to 1997, and drafted the original Administrative Rules and Operating Procedures for the "New Plan" structure. I have been involved in the City's annual Combined Giving Campaign for many years and, for the past three years, have chaired the campaign's kick-off event.

I have been a member of the Municipal Treasurers' Association of Wisconsin since 1980. I am a Badger Boys' State alum and I have been conducting the class for municipal treasurer candidates at the annual event held at Ripon College each June for nearly twenty years.

I have ministered at my parish church, Saint Veronica, as both a lector and usher for many years. I have served on the parish summer festival committee since 1985 and have co-chaired the event for the past decade. I also serve on the parish finance committee and had previously served as its chairperson. In addition, I served as chairperson of the parish's Faith in Our Future Campaign.

I welcome the opportunity and look forward to serving as Milwaukee City Treasurer.

Respectfully submitted,



JAMES F. KLAJBOR  
Special Deputy City Treasurer





Legislation Details (With Text)

**File #:** 110947      **Version:** 0  
**Type:** Resolution      **Status:** In Committee  
**File created:** 11/2/2011      **In control:** FINANCE & PERSONNEL COMMITTEE  
**On agenda:**      **Final action:**

**Effective date:**

**Title:** Resolution authorizing up to \$700,000 in contingent borrowing for the Development Fund for economic development purposes, in the 8th Aldermanic District.

**Sponsors:** ALD. DONOVAN

**Indexes:** CONTINGENT FUND, DEVELOPMENT FUND, ECONOMIC DEVELOPMENT, MENOMONEE RIVER VALLEY, MENOMONEE VALLEY PROJECT AREA

**Attachments:** Fiscal Impact Statement, Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
11/2/2011	0	COMMON COUNCIL	ASSIGNED TO		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		

Number

110947

Version

ORIGINAL

Reference

030974, 100534, 110604

Sponsor

ALD. DONOVAN

Title

Resolution authorizing up to \$700,000 in contingent borrowing for the Development Fund for economic development purposes, in the 8th Aldermanic District.

Analysis

This resolution authorizes up to \$700,000 in contingent borrowing for the Development Fund to assist in further preparation of the Menomonee Valley Business Park for additional job creation and retention and an increase in property tax base.

Body

Whereas, The City of Milwaukee ("City") has an ongoing commitment to job creation and retention; and

Whereas, On November 25, 2003, the Common Council of the City of Milwaukee ("Common Council") adopted File No. 030974, which approved a Project Plan and created Tax Incremental District No. 53 (Menomonee Valley Business Park) ("TID No. 53" or the "District"); and

Whereas, The Department of City Development and the Redevelopment Authority of the City of Milwaukee utilized TID No. 53 to acquire and redevelop the former Milwaukee Road Shops Redevelopment Project Area into the Menomonee Valley Industrial Center and Community Park that thus far has resulted in significant tax base growth and job opportunities for City residents; and

Whereas, More specifically, TID No. 53 was leveraged with \$12 million of grant funds to

remediate environmental impacts, realign Canal Street, prepare developable areas for construction, create a stormwater treatment area, design and construct local roadways and sewers, install utilities and provide engineering oversight; and

Whereas, The City has sold property to seven businesses in the Menomonee Valley Industrial Center and Community Park for development that now has a tax district value of over \$65 million with 1,100 jobs and it has two sales pending that will exceed the overall job goal of 1,300 jobs for the development; and

Whereas, A significant unknown in the overall development of the business park has been the geotechnical issues associated with the project area; and

Whereas, On September 20, 2011, the Common Council adopted File No. 110604, which approved Amendment No. 1 to the Project Plan for TID No. 53 ("Amendment No. 1"), as it relates to site preparation of the business park and provides approximately \$800,000 of additional public funding to mitigate the geotechnical issues for the remaining developable sites and also provides the final environmental cap to the project area; and

Whereas, The additional funding provided by Amendment No. 1 does not cover the extraordinary costs associated with the geotechnical issues and environmental cap; and

Whereas, On September 20, 2011, the Common Council adopted File No. 100534, which approved the First Amendment to the Cooperation, Reimbursement and Redevelopment Agreement for the Harley-Davidson Museum Project that eliminated the requirement for the third phase of the museum development and provides a payment of \$700,000 from the developer to the Development Fund for purposes of funding future redevelopment activity in the City; and

Whereas, Chapter 304-31 of the Milwaukee Code of Ordinances states that the Development Fund may be used to: provide grants or loans to projects that redevelop taxable property, resulting in tax base growth (a-1); fund infrastructure work to facilitate private investment, including the City's share of riverwalk development and streetscaping projects (a-2); fund environmental testing and brownfield remediation to facilitate private investment (a-3); and fund land acquisition, demolition and landscaping activities that improve the business environment (a-4); and

Whereas, The 2011 Budget includes \$150,000,000, of contingent borrowing for purposes not contemplated at the time of the adoption of the budget; and

Whereas, The Common Council desires to use \$700,000 of contingent borrowing for redevelopment purposes to provide the Development Fund with the necessary expenditure authority to utilize the developer payment referenced in this resolution for site preparation in the Menomonee Valley Business Park; now, therefore, be it

Resolved, By the Common Council of the City of Milwaukee, that up to \$700,000 of contingent borrowing is authorized for purposes of economic development in the Menomonee Valley Business Park; and, be it

Further Resolved, That when the payment of \$700,000 from the developer is received, these funds shall be deposited as revenues in the debt service fund; and, be it

Further Resolved, That the proper City officials are authorized to establish the appropriate accounts or funds to expend these funds.

Drafter

DCD:DM:dm

11/02/11/A

Reply to Common Council File No. 110947  
From DOA-Budget and Management Division

November 21, 2011

Ref: 11010

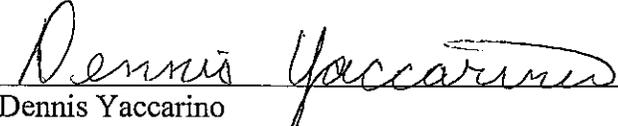
Common Council File 110947 contains a resolution authorizing up to \$700,000 in contingent borrowing for the Development Fund for economic development purposes in the Menomonee Valley.

In general, the \$700,000 will be used in the Menomonee Valley Industrial Center and Community Park to manage the geotechnical issues on the site and remediate the remaining environmental issues. These are issues impacting both the Suzy Cheesecake site and the JF Ahern sites, both projects have been approved by the Common Council in recent months. The estimated cost to manage the geotechnical and environmental issues on these two sites and the remaining three vacant sites is approximately \$1 million which exceeds the recently approved TID 53 amendment allowing future land sale proceeds which are estimated at \$800,000 that could be used to address the issues.

Further, the city has additional responsibilities with the Community Park south of the river that requires capping of the asbestos-containing material and separates the park from the railroad tracks. This cost is estimated at \$300,000. Finally, the city also has responsibilities for riverbank restoration along the north bank of the Menomonee River. We have received several grants to assist with this work; however, matches are also required for the grants which are expected to be \$200,000.

The appropriation of contingent borrowing is necessary to provide the department the authority to expense funds from this account. Revenues of \$700,000 were received into the Development Fund from a payment from Harley Davidson per their development agreement with the city. The borrowing authorization creates the mechanism to expense these funds. No borrowing will actually occur.

**RECOMMENDATION: ADOPT COMMON COUNCIL RESOLUTION 110947 THAT AUTHORIZES UP TO \$700,000 IN CONTINGENT BORROWING FOR THE DEVELOPMENT FUND FOR DEVELOPMENT PURPOSES IN THE MENOMONEE VALLEY.**

  
Dennis Yaccarino  
Budget and Policy Manager Senior

DY:dmr

FINANCE: 110947sr.doc



# City of Milwaukee Fiscal Impact Statement

**A** **Date** 11/16/2011 **File Number** 110947  **Original**  **Substitute**

**Subject** Resolution authorizing up to \$700,000 in contingent borrowing for the Development Fund for economic development purposes, in the 8th Aldermanic District.

**B** **Submitted By (Name/Title/Dept./Ext.)** Rocky Marcoux, Commissioner, DCD, x5800

**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
- Capital Projects Fund
- Debt Service
- Other (Specify) \_\_\_\_\_
- Contingent Fund
- Special Purpose Accounts
- Grant & Aid Accounts

	Purpose	Specify Type/Use	Expenditure	Revenue	
<b>E</b>	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	Management of geotechnical and environmental issues in the Menomonee Valley Business Park		\$700,000.00	\$700,000.00
				\$0.00	\$0.00
	<b>TOTALS</b>		<b>\$700,000.00</b>	<b>\$700,000.00</b>	

**F**

**Assumptions used in arriving at fiscal estimate.**

Proposals provided to the Department of City Development from engineering firms associated with the project.

**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.





Legislation Details (With Text)

**File #:** 110959      **Version:** 1  
**Type:** Resolution      **Status:** In Committee  
**File created:** 11/4/2011      **In control:** FINANCE & PERSONNEL COMMITTEE  
**On agenda:**      **Final action:**  
**Effective date:**

**Title:** Substitute resolution implementing a footnote to the 2012 Budget relating to a study of increasing the efficiency of fire suppression systems and transportation in the Fire Department.  
**Sponsors:** ALD. WITKOWSKI  
**Indexes:** BUDGET, FIRE DEPARTMENT, REPORTS AND STUDIES  
**Attachments:** Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
11/4/2011	0	COMMON COUNCIL	ASSIGNED TO		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		

Number  
110959  
Version  
SUBSTITUTE 1  
Reference  
Sponsor  
ALD. WITKOWSKI

Title  
Substitute resolution implementing a footnote to the 2012 Budget relating to a study of increasing the efficiency of fire suppression systems and transportation in the Fire Department.

Analysis  
This resolution directs the Fire Department and City Comptroller to conduct a study of ways of increasing the efficiency of fire suppression systems and transportation in the Fire Department. The Fire Department and City Comptroller will submit a report of their findings to the Common Council by March 1, 1012.

Body  
Whereas, The Fire Department purchases major firefighting apparatus using vehicle specifications conforming to the standards of the National Fire Protection Association; and

Whereas, The Fire Department maintains a front line fleet of 36 fire engines, 15 ladder trucks and 12 ambulances, and a reserve fleet of 13 engines, 7 trucks and 6 ambulances; and

Whereas, Ultra high-pressure firefighting systems have been used by other fire departments as an alternative to engine and ladder trucks when fighting all fires other than internal structure fires; and

Whereas, Departments using ultra high-pressure firefighting systems mount the systems on pick-up trucks or sport utility vehicles, resulting in reduced capital and fuel expenses; and

Whereas, The vehicles used for ultra high-pressure firefighting systems can also be fitted with medical supplies to allow for deployment to EMT calls; and

Whereas, Structure fires represent approximately 1% of the nearly 67,000 calls for service received annually by the Fire Department; and

Whereas, The Fire Department may be able to increase the efficiency of fire suppression systems, EMT response and transportation by using ultra high-pressure firefighting systems; and

Whereas, The 2012 Budget includes a footnote directing the Fire Department and City Comptroller to conduct a study relating to increasing the efficiency of fire suppression systems and transportation in the Fire Department and to submit their findings to the Common Council by March 1, 2012; now, therefore, be it

Resolved, By the Common Council of the City of Milwaukee, that the Fire Department and City Comptroller are directed to conduct a study relating to increasing the efficiency of fire suppression systems and transportation of the Fire Department; and, be it

Further Resolved, That Fire Department and City Comptroller shall submit a report of their findings to the Common Council by March 1, 2012.

Requestor  
Drafter  
LRB135337-2  
Rich Watt  
11/15/2011





Legislation Details (With Text)

**File #:** 110998      **Version:** 0  
**Type:** Ordinance      **Status:** In Committee  
**File created:** 11/18/2011      **In control:** FINANCE & PERSONNEL COMMITTEE  
**On agenda:**      **Final action:**

**Effective date:**  
**Title:** An ordinance relating to limitations on professional service contracts with retired city employees.  
**Sponsors:** ALD. BOHL  
**Indexes:** AGREEMENTS  
**Attachments:** Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
11/18/2011	0	COMMON COUNCIL	ASSIGNED TO		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		

Number  
110998  
Version  
ORIGINAL  
Reference

Sponsor  
ALD. BOHL  
Title  
An ordinance relating to limitations on professional service contracts with retired city employees.

Sections  
310-12 cr

Analysis  
This ordinance establishes that a department may not enter into a professional service contract with any person who has retired from that department and is receiving a retirement allowance from the employees' retirement system.

Body

The Mayor and Common Council of the City of Milwaukee do ordain as follows:

Part 1. Section 310-12 of the code is created to read:

**310-12. Professional Service Contract Limitations.** A department may not enter into a professional service contract, as defined in s. 310-13-2-a, with any person who has retired from that department and is receiving a retirement allowance from the employees' retirement system.

LRB

APPROVED AS TO FORM

\_\_\_\_\_  
Legislative Reference Bureau

Date:\_\_\_\_\_

Attorney

IT IS OUR OPINION THAT THE ORDINANCE  
IS LEGAL AND ENFORCEABLE

\_\_\_\_\_  
Office of the City Attorney

Date:\_\_\_\_\_

Requestor

Drafter

Mary E. Turk

11/17/11

LRB135556-2

..Number  
110998  
..Version  
PROPOSED SUBSTITUTE A  
..Reference

..Sponsor  
ALD. BOHL

..Title  
A substitute ordinance relating to limitations on professional service contracts with retired city employees.

..Sections  
310-12 cr

..Analysis  
This ordinance establishes that if a department enters into a professional service contract with any person who has retired from that department and is receiving a retirement allowance from the employees' retirement system, the combined value of the professional service contract and the retirement allowance may not exceed the retired person's earnable compensation during the 12 months immediately preceding the retirement date, and shall not be exceeded for a duration longer than 18 months, unless approved by the common council.

..Body

The Mayor and Common Council of the City of Milwaukee do ordain as follows:

Part 1. Section 310-12 of the code is created to read:

**310-12. Professional Service Contract Limitations.** If a department enters into a professional service contract, as defined in s. 310-13-2-a, with any person who has retired from that department and is receiving a retirement allowance from the employees' retirement system, the combined value of the professional service contract and the retirement allowance may not exceed the retired person's earnable compensation, as defined under s. 36-02-12 of the charter, during the 12 months immediately preceding the retirement date, and shall not be exceeded for a duration longer than 18 months, unless approved by the common council.

..LRB  
APPROVED AS TO FORM

\_\_\_\_\_  
Legislative Reference Bureau  
Date:\_\_\_\_\_

..Attorney  
IT IS OUR OPINION THAT THE ORDINANCE  
IS LEGAL AND ENFORCEABLE

---

Office of the City Attorney

Date:

---

..Requestor

..Drafter

Mary E. Turk

11/22/11

LRB135556-3





Legislation Details (With Text)

**File #:** 110937      **Version:** 1

**Type:** Resolution      **Status:** In Committee

**File created:** 11/2/2011      **In control:** FINANCE & PERSONNEL COMMITTEE

**On agenda:**      **Final action:**

**Effective date:**

**Title:** Substitute resolution authorizing city departments to expend monies appropriated in the 2012 city budget for Special Purpose Accounts, Debt Service Fund, Provisions for Employees' Retirement Fund, Delinquent Tax Fund, Common Council Contingent Fund, Grant and Aid Fund, and Special Capital Projects or Purposes.

**Sponsors:** THE CHAIR

**Indexes:** BUDGET, CONTINGENT FUND, DEBT SERVICE FUNDS, EMPLOYES RETIREMENT SYSTEM

**Attachments:** Cover Letter, Exhibit A Final 2012, Fiscal Impact Statement, Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
11/2/2011	0	COMMON COUNCIL	ASSIGNED TO		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		

Number  
110937  
Version  
Substitute 1  
Reference

Sponsor  
CHAIR

**Title**  
Substitute resolution authorizing city departments to expend monies appropriated in the 2012 city budget for Special Purpose Accounts, Debt Service Fund, Provisions for Employees' Retirement Fund, Delinquent Tax Fund, Common Council Contingent Fund, Grant and Aid Fund, and Special Capital Projects or Purposes.

**Analysis**  
Adoption of this resolution is required to authorize expenditures from these accounts in 2012.

**Body**  
Whereas, Section 65.06(6)(b) of the Wisconsin Statutes (1981-1982) states: "The Common Council at any time after the adoption of the budget may, by resolution adopted by a majority vote of the members thereof direct the proper officers of any department to expend such sum or sums of money as are specially appropriated out of any specific fund under its control for any of the several purposes enumerated therein. The adoption of such resolution shall be the authority for such department to

proceed and expend such specified sum for the purpose as directed therein”; and,

Whereas, That the amounts included in Exhibit A attached to Common Council File No. 110937 be appropriated from the 2012 Budget for Special Purpose Accounts, Debt Service Fund, Provision for Employees’ Retirement Fund, Delinquent Tax Fund, Common Council Contingent Fund, Grant and Aid Fund, and Special Capital Projects for the purposes as specified and that departments be authorized to expend the appropriated moneys, be it

Resolved, That for the purpose of interpreting and applying the provisions of Section 16.05 City Charter (Department of Administration-Business Operations Division duties) the words “appropriated to the assigned department,” used above shall not be intended to mean “for use of all departments...” and, be it

Further Resolved, That the Comptroller is hereby authorized to transfer \$13,767,000 from the Tax Stabilization Fund as specified in the 2012 Budget; and, be it

Further Resolved, By the Common Council of the City of Milwaukee, that the 2012 Special Purpose Accounts and amounts assigned and authorized for expenditure to specified departments in this resolution shall be deemed to have been appropriated to the assigned department for the specific municipal public purpose intended in the budget, and for no other departmental purpose; and, be it

Further Resolved, That such Special Purpose Accounts shall therefore be deemed eligible for carryover under the provision of Section 65.07(1)(p) Wisconsin Statutes; and, be it

Further Resolved, That the Treasurer is hereby authorized to expend moneys from the Remission of Taxes Fund to remit taxes levied in error and corrected by the Assessment Commissioner as provided in Section 70.43 of the Wisconsin Statutes; and, be it

Further Resolved, That the proper city officials are authorized to enter into necessary contracts for the purposes listed.

Requestor

Drafter  
Budget and Management Division  
Ref: 2012 BF, 7-E; ECP:  
November 1, 2011  
SPAs/2012/Spa2012 resolution



**Department of Administration**  
Budget and Management

**Tom Barrett**  
Mayor

**Sharon Robinson**  
Administration Director

**Mark Nicolini**  
Budget and Management Director

November 1, 2011

Ref: 12 BF-7E

Common Council  
City of Milwaukee

**Subject:** Introduction of Resolution Authorizing City Departments to Expend Monies Appropriated for Special Purpose Accounts, Debt Service Fund, Provisions for Employees' Retirement Fund, Delinquent Tax Fund, Common Council Contingent Fund, Grant and Aid Fund, and Special Capital Projects or Purposes

Dear Honorable Members:

We are submitting the attached resolution for introduction by title only at the November 30, 2011, Common Council meeting.

We are requesting the files to be introduced by title only at this time and will provide the detailed resolutions and fiscal notes at a later date. Please contact Eric Pearson of my staff at ext. 8554 for further information regarding this request.

Respectfully submitted,

Mark Nicolini  
Budget and Management Director

EP:dmr  
Attachment  
SPAs/2012/12spatitleonly

**REVISED EXHIBIT A  
TO COMMON COUNCIL FILE NO. 110937**

<b>Account Number/Account Title</b>	<b>2012 Budget Amount</b>	<b>Approp. to the Assigned Department</b>
<b>Special Purpose Accounts</b>		
0001-1650-0001-S104-006300 Alternative Transportation for City Employees	\$115,000	DER
0001-2110-0001-S105-006300 Annual Payment to DNR	7,100	Comptroller
0001-1310-0001-S106-006300 Audit Fund	465,000	City Clerk
0001-2110-0001-S108-006300 Boards and Comm. Reimbursement Expense	16,000	Comptroller
0001-2110-0001-S111-006300 Care of Prisoners Fund	0	Comptroller
0001-1490-0001-S113-006300 City Attorney Collection Contract	960,000	City Attorney
0001-1320-0001-S116-006300 Clerk of Court Witness Fees Fund	9,700	Municipal Court
0001-1510-0001-S221-006000 Compensation & Fringe Benefit Reserve	8,200,000	DOA
0001-2110-0001-D001-006300 Contribution Fund	2,800,000	Resolution
0001-1490-0001-S118-006300 Damages and Claims Fund	1,275,000	City Attorney
0001-1320-0001-S214-006300 Drivers Licensure Recovery and Employability Program	50,000	Municipal Court
0001-1510-0001-S199-006300 E-Government Payment Systems	60,000	DOA
0001-1510-0001-S207-006300 E-Civis Grants Locator	28,079	DOA
0001-1310-0001-S123-006300 Economic Development Committee Fund	25,000	City Clerk
0001-1650-0001-S124-006300 Employee Training Fund	20,000	DER
0001-2110-0001-S133-006100 Firemen's Relief Fund	135,000	Comptroller

<b>Account Number/Account Title</b>	<b>2012 Budget Amount</b>	<b>Approp. to the Assigned Department</b>
0001-1650-0001-S134-006300 Flexible Spending Account	95,000	DER
0001-3600-0001-S137-006300 Graffiti Abatement Fund	95,000	DNS
0001-4500-0001-S139-006100 Group Life Insurance Premium	3,063,000	ERS
0001-5450-0001-S220-006300 Illegal Dumping Tip Hotline	25,000	DPW
0001-1490-0001-S143-006300 Insurance Fund	450,000	City Attorney
0001-1910-0001-S209-006300 Land Management	650,000	DCD
0001-1650-0001-S145-006100 Long Term Disability Insurance	865,000	DER
0001-3600-0001-S147-006300 Maintenance of Essential Utility Services Residential Real Property	65,000	DNS
0001-1310-0001-S148-006300 Memberships, City	94,000	City Clerk
0001-1910-0001-S151-006300 Milwaukee Arts Board Projects	160,000	DCD
0001-1910-0001-S150-006300 Milwaukee Fourth of July Commission	95,000	DCD
0001-1320-0001-S155-006300 Municipal Court Intervention Program	425,320	Municipal Court
0001-1490-0001-S218-006300 Nuisance Abatement Fund	25,000	City Attorney
0001-1490-0001-S157-006300 Outside Counsel/Expert Witness Fund	430,000	City Attorney
0001-3600-0001-S162-006300 Razing & Vacant Building Protection Fund	1,019,000	DNS
0001-9990-0001-S183-006300 Reimbursable Services Advance Fund	50,000,001	Resolution
0001-9990-0001-S183-006300 Less Recovery From Reimb. Operations	-50,000,000	Resolution
0001-9990-0001-S163-006300 Remission of Taxes Fund	750,000	Resolution

<b>Account Number/Account Title</b>	<b>2012 Budget Amount</b>	<b>Approp. to the Assigned Department</b>
0001-2110-0001-S164-006000 Reserve for 27th Payroll	1,500,000	Comptroller
0001-4500-0001-S165-006100 Retirees Benefit Adjustment Fund	169,000	ERS
0001-2110-0001-S152-006300 MMSD Sewer User Charge Pass Through	48,164,351	Comptroller
0001-2110-0001-S152-006300 Less Cost Recovery from Sewer User Charge	-48,164,350	Comptroller
0001-1650-0001-S171-006300 Tuition Reimbursement Fund	750,000	DER
0001-1650-0001-S172-006100 Unemployment Compensation Fund	1,065,000	DER
0001-8610-0001-S222-006300 Villard Square Rent Payment	13,182	Library
0001-2110-0001-S174-006000 Wages Supplement Fund	7,850,000	Comptroller/DOA
<b>Special Purpose Accounts Miscellaneous Total</b>	<b>\$33,819,383</b>	
<b>Worker's Compensation</b>		
0001-1650-0001-S176-006100 Workers' Compensation Fund	\$13,334,000	DER
<b>Worker's Compensation Total</b>	<b>\$13,334,000</b>	
<b>Employee Health Care Benefits</b>		
0001-1650-0001-S114-006100 UHC Choice Plus (Formerly Claims)	\$16,700,000	DER
0001-1650-0001-S140-006100 UHC Choice "EPO" (formerly HMOs)	89,500,000	DER
0001-1650-0001-S121-006100 Dental Insurance	2,200,000	DER
0001-1650-0001-S101-006100 Administration Expense	7,800,000	DER
<b>Employee Health Care Benefits Total</b>	<b>\$116,200,000</b>	
<b>Board of Zoning Appeals</b>		
0001-0960-0001-R999-006XXX	\$306,131	BOZA
<b>Special Purpose Accounts Total</b>	<b>\$163,659,514</b>	

Account Number/Account Title	2012 Budget Amount	Approp. to the Assigned Department
<b>Provisions for Employee Retirement Funds</b>		
<b>Firemen's Pension Fund</b>		
0001-2210-0001-R431-006100 Employer's Pension Contribution	\$45,000	Treasurer
0001-1510-0001-R432-006100 Lump-Sum Supplement Contribution	115,000	DOA
<b>Policemen's Pension Fund</b>		
0001-2210-0001-R441-006100 Employer's Pension Contribution	\$209,000	Treasurer
0001-4500-0001-R443-006100 Lump-Sum Supplement Contribution	\$30,000	ERS
<b>Employees' Retirement Fund</b>		
0001-2110-0001-R455-006100 Employer's Share of Employee's Annuity Contribution	\$15,904,000	Comptroller
0001-4500-0001-RXXX-006XXX Administration	26,823,322	ERS
0001-2110-0001-R460-006100 Annuity Contribution – Employers' Reserve Fund	25,000,000	Comptroller
<b>Social Security Fund</b>		
0001-4500-0001-R453-006100 Social Security Tax	\$18,007,000	ERS
<b>Former Town of Lake Firemen's Pension Fund</b>		
0001-4500-0001-R452-006100 Employer's Pension Contribution	\$7,300	ERS
<b>Deferred Compensation Plan</b>		
0001-0950-0001-RXXX-006XXX	\$1,425,439	Deferred Compensation
<b>Provision for Employees' Retirement Total</b>	<b>\$87,566,061</b>	
<b>Special Capital Projects or Purposes</b>		
0306-9990-0001-R999-SP032120100 Grant & Aid-Grantor Share- Non City Cash	\$8,000,000	Resolution
0306-1910-0001-R999-SP150120000 Municipal Art Fund	25,000	DCD

<b>Account Number/Account Title</b>	<b>2012 Budget Amount</b>	<b>Approp. to the Assigned Department</b>
0321-1510-0001-R999-BU110120100 Land Management System	2,512,000	DOA
0339-9990-0001-R999-UR04412000A Housing Trust Fund	400,000	DOA
0306-1310-0001-R999-SP151120000 Capital Improvements Committee	85,000	City Clerk
<b>Special Capital Projects or Purposes Total</b>	<b>\$11,022,000</b>	
<b>Debt Service Fund</b>		
0210-XXXX-XXXX-XXXX-XXXXXXX Bonded Debt (Principal & Interest)	\$300,665,576	Comptroller
0001-9990-0001-C001-006300 Common Council Contingent Fund	5,000,000	Resolution
0150-9990-0001-R999-GR0001200000 Grant and Aid Fund Grantor Share (Non-City)	63,846,247	Resolution

SPAS/2012/Exhibit A Final 2012

**EXHIBIT A  
TO COMMON COUNCIL FILE NO. 110937**

<b>Account Number/Account Title</b>	<b>2012 Budget Amount</b>	<b>Approp. to the Assigned Department</b>
<b>Special Purpose Accounts</b>		
0001-1650-0001-S104-006300 Alternative Transportation for City Employees	\$115,000	DER
0001-2110-0001-S105-006300 Annual Payment to DNR	7,100	Comptroller
0001-1310-0001-S106-006300 Audit Fund	465,000	City Clerk
0001-2110-0001-S108-006300 Boards and Comm. Reimbursement Expense	16,000	Comptroller
0001-2110-0001-S111-006300 Care of Prisoners Fund	0	Comptroller
0001-1490-0001-S113-006300 City Attorney Collection Contract	960,000	City Attorney
0001-1320-0001-S116-006300 Clerk of Court Witness Fees Fund	9,700	Municipal Court
0001-1510-0001-Sxxx-006X00 Compensation & Fringe Benefit Reserve	8,200,000	DOA
0001-2110-0001-D001-006300 Contribution Fund	2,800,000	Resolution
0001-1490-0001-S118-006300 Damages and Claims Fund	1,275,000	City Attorney
0001-1320-0001-S214-006300 Drivers Licensure Recovery and Employability Program	50,000	Municipal Court
0001-1510-0001-S199-006300 E-Government Payment Systems	60,000	DOA
0001-1510-0001-S207-006300 E-Civis Grants Locator	28,079	DOA
0001-1310-0001-S123-006300 Economic Development Committee Fund	25,000	City Clerk
0001-1650-0001-S124-006300 Employee Training Fund	20,000	DER
0001-2110-0001-S133-006100 Firemen's Relief Fund	135,000	Comptroller

<b>Account Number/Account Title</b>	<b>2012 Budget Amount</b>	<b>Approp. to the Assigned Department</b>
0001-1650-0001-S134-006300 Flexible Spending Account	95,000	DER
0001-3600-0001-S137-006300 Graffiti Abatement Fund	95,000	DNS
0001-4500-0001-S139-006100 Group Life Insurance Premium	3,063,000	ERS
0001-5450-0001-S220-006300 Illegal Dumping Tip Hotline	25,000	DPW
0001-1490-0001-S143-006300 Insurance Fund	450,000	City Attorney
0001-1910-0001-S209-006300 Land Management	650,000	DCD
0001-1650-0001-S145-006100 Long Term Disability Insurance	865,000	DER
0001-3600-0001-S147-006300 Maintenance of Essential Utility Services Residential Real Property	65,000	DNS
0001-1310-0001-S148-006300 Memberships, City	94,000	City Clerk
0001-1910-0001-S151-006300 Milwaukee Arts Board Projects	160,000	DCD
0001-1910-0001-S150-006300 Milwaukee Fourth of July Commission	95,000	DCD
0001-1320-0001-S155-006300 Municipal Court Intervention Program	425,320	Municipal Court
0001-1490-0001-S218-006300 Nuisance Abatement Fund	25,000	City Attorney
0001-1490-0001-S157-006300 Outside Counsel/Expert Witness Fund	430,000	City Attorney
0001-3600-0001-S162-006300 Razing & Vacant Building Protection Fund	1,019,000	DNS
0001-9990-0001-S183-006300 Reimbursable Services Advance Fund	50,000,001	Resolution
0001-9990-0001-S183-006300 Less Recovery From Reimb. Operations	-50,000,000	Resolution
0001-9990-0001-S163-006300 Remission of Taxes Fund	750,000	Resolution

<b>Account Number/Account Title</b>	<b>2012 Budget Amount</b>	<b>Approp. to the Assigned Department</b>
0001-2110-0001-S164-006000 Reserve for 27th Payroll	1,500,000	Comptroller
0001-4500-0001-S165-006100 Retirees Benefit Adjustment Fund	169,000	ERS
0001-2110-0001-S152-006300 MMSD Sewer User Charge Pass Through	48,164,351	Comptroller
0001-2110-0001-S152-006300 Less Cost Recovery from Sewer User Charge	-48,164,350	Comptroller
0001-1650-0001-S171-006300 Tuition Reimbursement Fund	750,000	DER
0001-1650-0001-S172-006100 Unemployment Compensation Fund	1,065,000	DER
0001-8610-0001-Sxxx-006300 Villard Square Rent Payment	13,182	Library
0001-2110-0001-S174-006000 Wages Supplement Fund	7,850,000	Comptroller/DOA
<b>Special Purpose Accounts Miscellaneous Total</b>	<b>\$33,819,383</b>	
<b>Worker's Compensation</b>		
0001-1650-0001-S176-006100 Workers' Compensation Fund	\$13,334,000	DER
<b>Worker's Compensation Total</b>	<b>\$13,334,000</b>	
<b>Employee Health Care Benefits</b>		
0001-1650-0001-S114-006100 UHC Choice Plus (Formerly Claims)	\$16,700,000	DER
0001-1650-0001-S140-006100 UHC Choice "EPO" (formerly HMOs)	89,500,000	DER
0001-1650-0001-S121-006100 Dental Insurance	2,200,000	DER
0001-1650-0001-S101-006100 Administration Expense	7,800,000	DER
<b>Employee Health Care Benefits Total</b>	<b>\$116,200,000</b>	
<b>Board of Zoning Appeals</b>		
0001-0960-0001-R999-006XXX	\$306,131	BOZA
<b>Special Purpose Accounts Total</b>	<b>\$163,659,514</b>	

Account Number/Account Title	2012 Budget Amount	Approp. to the Assigned Department
<b>Provisions for Employee Retirement Funds</b>		
<b>Firemen's Pension Fund</b>		
0001-2210-0001-R431-006100 Employer's Pension Contribution	\$45,000	Treasurer
0001-1510-0001-R432-006100 Lump-Sum Supplement Contribution	115,000	DOA
<b>Policemen's Pension Fund</b>		
0001-2210-0001-R441-006100 Employer's Pension Contribution	\$209,000	Treasurer
0001-4500-0001-R443-006100 Lump-Sum Supplement Contribution	\$30,000	ERS
<b>Employes' Retirement Fund</b>		
0001-2110-0001-R455-006100 Employer's Share of Employee's Annuity Contribution	\$15,904,000	Comptroller
0001-4500-0001-RXXX-006XXX Administration	26,823,322	ERS
0001-2110-0001-R460-006100 Annuity Contribution – Employers' Reserve Fund	25,000,000	Comptroller
<b>Social Security Fund</b>		
0001-4500-0001-R453-006100 Social Security Tax	\$18,007,000	ERS
<b>Former Town of Lake Firemen's Pension Fund</b>		
0001-4500-0001-R452-006100 Employer's Pension Contribution	\$7,300	ERS
<b>Deferred Compensation Plan</b>		
0001-0950-0001-RXXX-006XXX	\$1,425,439	Deferred Compensation
<b>Provision for Employes' Retirement Total</b>	<b>\$87,566,061</b>	
<b>Special Capital Projects or Purposes</b>		
0306-9990-0001-R999-SP032110100 Grant & Aid-Grantor Share- Non City Cash	\$8,000,000	Resolution
0306-1910-0001-R999-SP150110000 Municipal Art Fund	25,000	DCD

<b>Account Number/Account Title</b>	<b>2012 Budget Amount</b>	<b>Approp. to the Assigned Department</b>
0321-1510-0001-R999-BU11XXX0000 Land Management System	2,512,000	DOA
0339-9990-0001-R999-UR04411000A Housing Trust Fund	400,000	DOA
0306-1310-0001-R999-SP151110000 Capital Improvements Committee	85,000	City Clerk
<b>Special Capital Projects or Purposes Total</b>	<b>\$11,022,000</b>	
<b>Debt Service Fund</b>		
0210-XXXX-XXXX-XXXX-XXXXXXX Bonded Debt (Principal & Interest)	\$300,665,576	Comptroller
0001-9990-0001-C001-006300 Common Council Contingent Fund	5,000,000	Resolution
0150-9990-0001-R999-GR0001000000 Grant and Aid Fund Grantor Share (Non-City)	63,846,247	Resolution

SPAS/2012/Exhibit A Final 2012



# City of Milwaukee Fiscal Impact Statement

Date

File Number

Original

Substitute

A

Subject

B

Submitted By (Name/Title/Dept./Ext.)

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

This Note

- Was requested by committee chair

E

Charge To

- Department Account
- Contingent Fund
- Capital Projects Fund
- Special Purpose Accounts
- Debt Service
- Grant & Aid Accounts
- Other (Specify)

F

Purpose	Specify Type/Use	Expenditure	Revenue
Salaries/Wages			
Supplies/Materials			
Equipment			
Services			
Other			
<b>TOTALS</b>			

**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.**

G

1-3 Years     3-5 Years

1-3 Years     3-5 Years

1-3 Years     3-5 Years

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

H

**Assumptions used in arriving at fiscal estimate.**

I

**Additional information.**

J





Legislation Details (With Text)

**File #:** 110938      **Version:** 0

**Type:** Resolution      **Status:** In Committee

**File created:** 11/2/2011      **In control:** FINANCE & PERSONNEL COMMITTEE

**On agenda:**      **Final action:**

**Effective date:**

**Title:** Resolution appropriating \$50,000,001 from the 2012 Special Purpose Account Reimbursable Services Advance Fund.

**Sponsors:** THE CHAIR

**Indexes:** BUDGET, REIMBURSABLE SERVICES

**Attachments:** Cover Letter, Exhibit A, Fiscal Impact Statement, Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
11/2/2011	0	COMMON COUNCIL	ASSIGNED TO		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		

Number  
110938  
Version

Reference

Sponsor  
THE CHAIR  
Title

Resolution appropriating \$50,000,001 from the 2012 Special Purpose Account Reimbursable Services Advance Fund.

Body

Whereas, The 2012 city budget authorizes a specific fund under the control of the Common Council for the purpose of advance funding of reimbursable materials and services; and

Whereas, Appropriations for such purpose can be made available only after the adoption of a resolution appropriating sums out of such fund for the purposes enumerated therein; and

Whereas, In anticipation of estimated revenues to be applied to such fund, it is necessary to temporarily transfer general city funds, in accordance with Section 925-140a, Wisconsin Statutes 1919; now, therefore, be it

Resolved, By the Common Council of the City of Milwaukee, that the sum of \$50,000,000, be and hereby is, transferred from general city funds to the specific fund under the control of the Common Council for the purpose of incurring expenditures for reimbursable materials or services; and, be it

Further Resolved, That such sum is hereby appropriated to the city departments and agencies listed in Exhibit A in the amounts specified and that such departments and agencies be, and hereby are, authorized to use amounts so appropriated for the purpose of incurring expenditures for materials or services furnished for which such city departments and agencies are to be reimbursed; and, be it

Further Resolved, That the Water Department, which is funded from its own revenue (earnings, both current and retained), is hereby authorized to use its available cash reserves to perform reimbursable work prior to receiving revenue in reimbursement; and, be it

Further Resolved, That each department or agency listed in Exhibit A is hereby directed to take all necessary steps to assure that expenditures of such appropriations for reimbursable services are in fact recovered through timely billing and amounts so recovered are paid to the specific fund under the control of the Common Council for such purpose; and, be it

Further Resolved, That the proper city officers be, and hereby are, directed and authorized to return moneys transferred from general city funds to the specific fund under the control of the Common Council for this purpose as revenues from reimbursable services are paid to the specific fund; and, be it

Further Resolved, That the City Comptroller be, and hereby is, authorized and directed to establish the necessary accounts and accounting procedures to carry out the intent of this resolution; and, be it

Further Resolved, That if the expenditure authorization provided in this resolution to any one department or agency becomes inadequate to handle the necessary reimbursable expenditures, it shall be the responsibility of the department or agency head to initiate a timely request through the Department of Administration-Budget and Management Division for supplementary expenditure authorization.

Requestor  
Budget and Management Division  
Drafter  
Ref: 2012 BF, 7-E;ECP:  
August 30, 2012  
Reimburs/2012/Reimbur2012Resolution.RTF



Department of Administration  
Budget and Management

**Tom Barrett**  
Mayor

**Sharon Robinson**  
Administration Director

**Mark Nicolini**  
Budget and Management Director

October 31, 2011

File Ref: BF 12-7E

Common Council  
City of Milwaukee  
City Hall, Room 205

Subject: Introduction of Resolution Related to Special Purpose Account Reimbursable Services Advance Fund

Dear Honorable Members:

We are submitting the attached resolution for introduction. The resolution's fiscal note and an exhibit detailing the known sub-appropriations are also attached. The exhibit amounts may change but will not exceed the resolution amount.

Please call Eric Pearson of my staff at 8554 if you have any questions. Thank you for your consideration.

Sincerely,

Mark P. Nicolini  
Budget and Management Director

ECP:dmr

Reimburse/2012/reimb2012introltr

**REVISED  
EXHIBIT A  
TO COMMON COUNCIL FILE NO 1XXXXX**

<u>Department</u>	<u>Requested Amount</u>	<u>Totals</u>
Administration	\$1,200,000	\$1,200,000
City Development	\$10,000,000	\$10,000,000
City Attorney	\$225,000	\$225,000
Comptroller	\$20,000	\$20,000
Employee Relations	\$350,000	\$350,000
Fire Department	\$30,000	\$30,000
Health	\$60,000	\$60,000
Library	\$150,000	\$150,000
Neighborhood Services	\$875,000	\$875,000
<i>DPW-Administration</i>	\$2,500,000	
<i>DPW-Operations</i>	\$5,500,000	
<i>DPW-Infrastructure</i>	\$15,500,000	
DPW Total:		\$23,500,000
Unified Call Center	\$500,000	<u>\$500,000</u>
<b>Grand Total</b>		<b>\$36,910,000</b>

reimbs/2012/reimb2012exhibitA



**F** Assumptions used in arriving at fiscal estimate. \_\_\_\_\_

**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.

<input type="checkbox"/> 1-3 Years	<input type="checkbox"/> 3-5 Years	_____
<input type="checkbox"/> 1-3 Years	<input type="checkbox"/> 3-5 Years	_____
<input type="checkbox"/> 1-3 Years	<input type="checkbox"/> 3-5 Years	_____

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

**I** Additional information. \_\_\_\_\_ This is an annual resolution that is adopted to implement provisions of the City Budget

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





Legislation Details (With Text)

**File #:** 110999      **Version:** 0

**Type:** Resolution      **Status:** In Committee

**File created:** 11/18/2011      **In control:** FINANCE & PERSONNEL COMMITTEE

**On agenda:**      **Final action:**

**Effective date:**

**Title:** Resolution relating to the expenditure of funds to be reimbursed by greater than anticipated revenue. (Department of Public Works)

**Sponsors:** THE CHAIR

**Indexes:** DEPARTMENT OF PUBLIC WORKS, REIMBURSABLE SERVICES

**Attachments:** Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
11/18/2011	0	COMMON COUNCIL	ASSIGNED TO		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		

Number  
110999  
Version  
ORIGINAL  
Reference

Sponsor  
THE CHAIR  
Title  
Resolution relating to the expenditure of funds to be reimbursed by greater than anticipated revenue. (Department of Public Works)  
Requestor  
Budget and Management Division  
Drafter  
DOA  
TJB  
11/15/2011

..Number  
110999  
..Version  
Substitute 1  
..Reference

..Sponsor  
The Chair

..Title  
Substitute resolution relating to expenditure of funds to be reimbursed by greater than anticipated revenue. (Department of Public Works)

..Analysis  
This resolution authorizes the appropriation and expenditure of funds by DPW - Operations to due to greater than anticipated revenue.

The resolution provides for recognition of unanticipated revenues by the City Comptroller as required in s. 304.91 of the Code of Ordinances.

..Body  
Whereas, Common Council File 980965 established procedural guidelines related to the expenditure of funds to be reimbursed by greater than anticipated revenues; and

Whereas, The Department of Public Works will receive more revenue than estimated for snow and ice control fee, recycling processing, and reimbursement from FEMA for equipment rental in 2011; and

Whereas, The amount received is \$2,526,000 from increased revenues that cannot be directly credited to an expenditure; and

Whereas, The Comptroller has certified greater than anticipated revenue in the amount of \$2,526,000, pursuant to s. 304-91; and

Pursuant to s. 304-91, I hereby certify that the money required for this is anticipated to be realized on or before 12/31/11 and to be expended only for the purpose in this resolution.

\_\_\_\_\_  
Comptroller

\_\_\_\_\_  
Date

Now, therefore, be it

Resolved, That \$2,526,000 is appropriated to the Department of Public Works Operation Division account #0001-5450-R999-006300; and, be it

Further Resolved, That the Department of Public Works Operation Division is authorized to expend \$2,526,000 in the account #0001-5450-R999-006300; and, be it

Further Resolved, That the City Comptroller be, and hereby is, authorized and directed to establish the necessary accounts and accounting procedures to carry out the intent of this resolution.

..Drafter

Budget and Management Division

Ref:TJB: FINANCE:DPW fee greater revenue - 2011

November 17, 2011

Reply to Common Council File No. 110999  
From DOA-Budget and Management Division

November 21, 2011

Ref: 11010

Common Council File 110999 contains a resolution appropriating revenues greater than anticipated to the Department of Public Works. This resolution will increase expenditure authority for the DPW Operations Division's Operating Expenditure Account. The Comptroller has indicated revenue recognition consistent with the resolution.

The 2011 DPW Operations division is expected to exceed its Operating Expenditure budget by \$2.5 to \$3 million. These overruns will occur as a result of:

- Reduction to the State Recycling grant of \$1.3 million
- Fuel costs of \$1.1 million higher than budgeted (year to date)
- First quarter Snow and Ice Operations depleted the amount budgeted for 2011

DPW Operations has generated greater than anticipated revenues totaling approximately \$2.56 million. The increased revenue occurred as a result of the following:

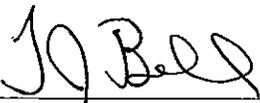
- **Snow and Ice Fee:** Snow and Ice expenditures for the first quarter of 2011 totaled approximately \$7.9 million. This exceeded the 2011 budgeted amount for Snow and Ice operation by \$1.4 million. The Common Council amended the 2011 Snow and Ice Control Fee to generate an additional \$1.4 million.

The 2011 amended Snow and Ice Fee will resolve 2011 first quarter challenges. The amended fee does not address fourth quarter Snow and Ice Operation expenses.

- **FEMA Reimbursement:** FEMA has reimbursed the city a total of \$467,850 for costs related to equipment rentals occurring as a result of the February 2 – 4 blizzard.
- **Recycling Processing Revenue:** The 2011 budget includes revenue of \$750,000 from recycling. Year to date recycling revenues amount to \$1,407,753 or \$657,753 more than the 2011 budgeted amount.

Approval of this resolution will allow DPW Operations to make remaining year end payments and bridge a major portion of the total projected shortfall

**RECOMMENDATION: ADOPT COMMON COUNCIL RESOLUTION  
110999 APPROPRIATING REVENUES GREATER THAN ANTICIPATED  
TO THE DEPARTMENT OF PUBLIC WORKS**

  
\_\_\_\_\_  
Thomas J. Bell  
Fiscal Planning Specialist Senior

TJBdmr

FINANCE:110999sr.doc





Legislation Details (With Text)

**File #:** 110798      **Version:** 1  
**Type:** Charter Ordinance      **Status:** In Committee  
**File created:** 10/11/2011      **In control:** FINANCE & PERSONNEL COMMITTEE  
**On agenda:**      **Final action:**  
**Effective date:**

**Title:** A substitute charter ordinance relating to retirement benefits for certain employes employed by the fire department.  
**Sponsors:** THE CHAIR  
**Indexes:** FIRE DEPARTMENT, RETIREMENT BENEFITS  
**Attachments:** Cover Letter, Fiscal Impact Statement w/Attachment, Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
10/11/2011	0	COMMON COUNCIL	ASSIGNED TO		
11/18/2011	1	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
11/18/2011	1	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		

Number  
110798  
Version  
SUBSTITUTE 1  
Reference

Sponsor  
THE CHAIR  
Title

A substitute charter ordinance relating to retirement benefits for certain employes employed by the fire department.

Sections  
36-03-6-h cr

Analysis

This charter ordinance establishes that employes employed by the city's fire department under the title of fire cadet are not eligible to be enrolled in the employes' retirement system.

Body

The Mayor and Common Council of the City of Milwaukee do ordain as follows:

Part 1. Section 36-03-6-h of the charter is created to read:

**36-03. Membership.**

**6. WHO NOT TO BECOME MEMBERS.**

>>h. Persons who are employed as fire cadets.<<

Part 2. This is a charter ordinance and shall take effect 60 days after its passage and publication, unless within such 60 days a referendum petition is filed as provided in s. 66.0101(5), Wis. Stats., in which event this ordinance shall not take effect until submitted to a referendum and approved by a majority of the electors voting thereon.

LRB

APPROVED AS TO FORM

---

Legislative Reference Bureau

Date: \_\_\_\_\_

Attorney

IT IS OUR OPINION THAT THE ORDINANCE  
IS LEGAL AND ENFORCEABLE

---

Office of the City Attorney

Date: \_\_\_\_\_

Requestor

Department of Employee Relations

Drafter

LRB134721-2

Mary E. Turk

10/11/11

1045-2011-2556:174439



Department of Employee Relations

**Tom Barrett**  
Mayor

**Maria Monteagudo**  
Director

**Michael Brady**  
Employee Benefits Director

**Troy M. Hamblin**  
Labor Negotiator

October 19, 2011

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

Dear Committee Members:

Re: Common Council File 110789

DER-Labor Relations Division proposes changes to retirement benefits for employees employed by the Milwaukee Fire Department. The proposed change is as follows: employees, hired into the classification of Fire Cadet shall not be eligible to be enrolled in the employees retirement system.

A Fiscal Note relating the cost of the proposed changes is affixed hereto.

In view of the foregoing, it is recommended that this ordinance be approved.

Sincerely,

Troy M. Hamblin  
Labor Negotiator

TMH:NMF

Attachments

Cc: Chief Mark A. Rohlfig  
Asst. Chief Gerard Washington

110789 Chrtr Ord F&P ltr  
labr:Fire Cadet



# City of Milwaukee Fiscal Impact Statement

## A

<b>Date</b>	10-19-2011	<b>File Number</b>	110798
<b>Subject</b>	A charter ordinance relating to certain employes employed in the Milwaukee fire department		

## B

<b>Submitted By (Name/Title/Dept./Ext.)</b>	Nicole Fleck/Labor Relations Officer/DER/x3371
---	--

## C

<b>This File</b>	<input type="checkbox"/> Increases or decreases previously authorized expenditures. <input type="checkbox"/> Suspends expenditure authority. <input type="checkbox"/> Increases or decreases city services. <input checked="" 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

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

## E

<b>Charge To</b>	<input 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 checked="" type="checkbox"/> Other (Specify)	Affects future ERS liability & annuity contribution.	

## F

**Assumptions used in arriving at fiscal estimate.**

See attached Section F

<b>G</b>			
Purpose	Specify Type/Use	Expenditure	Revenue
<b>Salaries/Wages</b>			
<b>Supplies/Materials</b>			
<b>Equipment</b>			
<b>Services</b>			
<b>Other</b>	ERS liability (annual) -\$32,000		
<b>TOTALS</b>		\$0	\$0

<b>H</b>			
<p>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.</p>			
<input type="checkbox"/> 1-3 Years	<input checked="" type="checkbox"/> 3-5 Years	-\$15,180 in annuity contribution costs	
<input type="checkbox"/> 1-3 Years	<input type="checkbox"/> 3-5 Years	_____	
<input type="checkbox"/> 1-3 Years	<input type="checkbox"/> 3-5 Years	_____	

<b>I</b>
<p>List any costs not included in Sections E and F above.</p> <p>_____</p>

<b>J</b>
<p>Additional information.</p> <p>_____</p>

ATTACHMENT FOR FILE 110798 – FISCAL IMPACT STATEMENT

Section F.

The classification of Fire Cadet will be categorized as general city employees. The normal cost of pension benefit accrual for general city employees is 11.5% of covered compensation.

Based on the minimum of pay range 480 (\$23,000 annually), and an annual average of 12 funded Fire Cadet positions, the normal cost of accrued annual pension benefits (liability) is \$32,000. Of this amount, the City currently pays on behalf of the member the 5.5% employe contribution. Based on 12 funded Fire Cadets and the minimum wages, this amounts to \$15,180 annual cost which will not need to be paid if this ordinance becomes law.





Legislation Details (With Text)

**File #:** 110942      **Version:** 0

**Type:** Communication to Finance      **Status:** In Committee

**File created:** 11/2/2011      **In control:** FINANCE & PERSONNEL COMMITTEE

**On agenda:**      **Final action:**

**Effective date:**

**Title:** Communication regarding the "Wellness Your Choice Milwaukee" health assessment and improvement efforts through Froedtert Health Workforce Health.

**Sponsors:** THE CHAIR

**Indexes:** HEALTH CARE, HEALTH INSURANCE

**Attachments:** Cover Letter, Health Assessment Results Summaries, Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
11/2/2011	0	COMMON COUNCIL	ASSIGNED TO		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		

Number  
110942  
Version  
ORIGINAL  
Reference

Sponsor  
THE CHAIR  
Title  
Communication regarding the "Wellness Your Choice Milwaukee" health assessment and improvement efforts through Froedtert Health Workforce Health.  
Requestor

Drafter  
DER  
mb  
11/2/11



Department of Employee Relations

**Tom Barrett**  
Mayor

**Maria Monteagudo**  
Director

**Michael Brady**  
Employee Benefits Director

**Troy M. Hamblin**  
Labor Negotiator

November 2, 2011

Alderman Michael Murphy, Chairman  
City of Milwaukee Common Council Finance and Personnel Committee  
200 East Wells Street, Room 205  
Milwaukee, WI 53202

**File No: 110943, Communication regarding Wellness Your Choice Milwaukee**

Dear Alderman Murphy and Finance Committee Members:

The Department of Employee Relations (DER) requests an opportunity to provide an update to the Finance and Personnel Committee regarding the "Wellness Your Choice Milwaukee" program being administered by the City's partner: Froedtert Health Workforce Health.

The update will include a review of the participation by almost 90% of all employees and spouses in Year 1 and the initial participation in Year 2. Aggregate results will be shared including:

- The member perceptions from the on-line assessment,
- the actual results from the lab work and measurements by Workforce Health staff,
- the number of employees participating in follow-up services, and
- plans to increase member engagement in the services offered by Workforce Health.

The Department will continue to staff the Wellness and Promotion Labor Management Committee that meets with staff from Workforce Health every six weeks to review the progress of the program. The Committee, which was involved in setting up the program and selecting the City's partner, includes eight labor representatives and three management representatives. The committee has been an integral part of the engagement and success of the program and the department looks forward to their continued involvement and participation.

Attached is a summary of the aggregate data that was gathered in Year one.

Sincerely,

Michael Brady  
Employee Benefits

CC: Maria Monteagudo, DER  
Troy Hamblin, DER  
Renee Joos, Budget



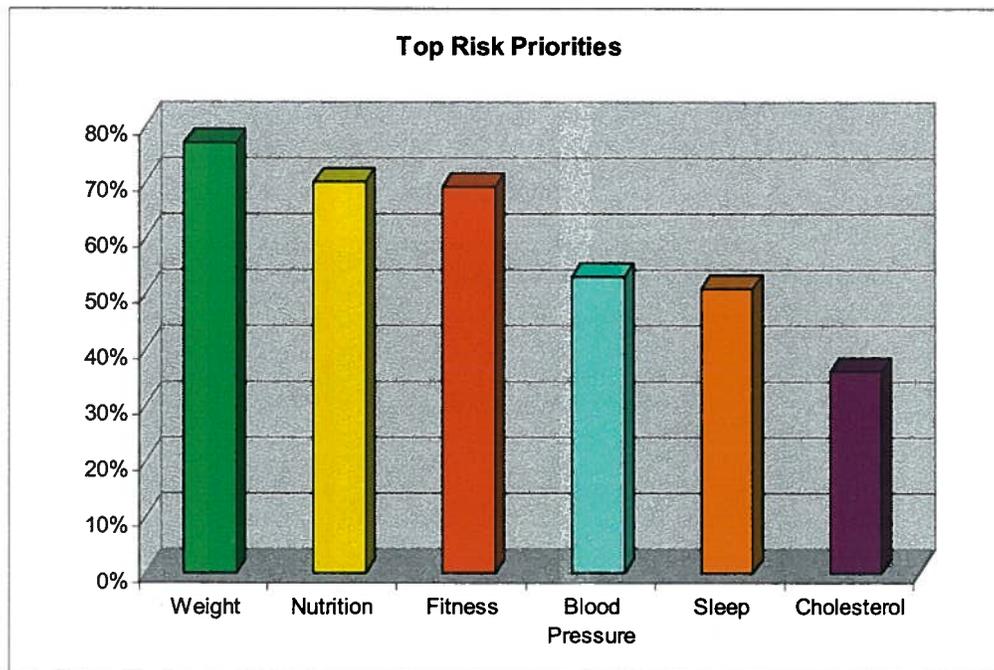
## City of Milwaukee Health Assessment Results Summary 2010/2011

Gender	Your Results	
	Number	(%)
Men	4349	52%
Women	3994	48%
<b>Total number of people in the group</b>	<b>8343</b>	<b>100%</b>

Age	Your Results	
	Number	(%)
<20 years	31	0%
20-29	721	9%
30-39	2137	26%
40-49	2979	36%
50-59	2066	25%
60+	409	5%

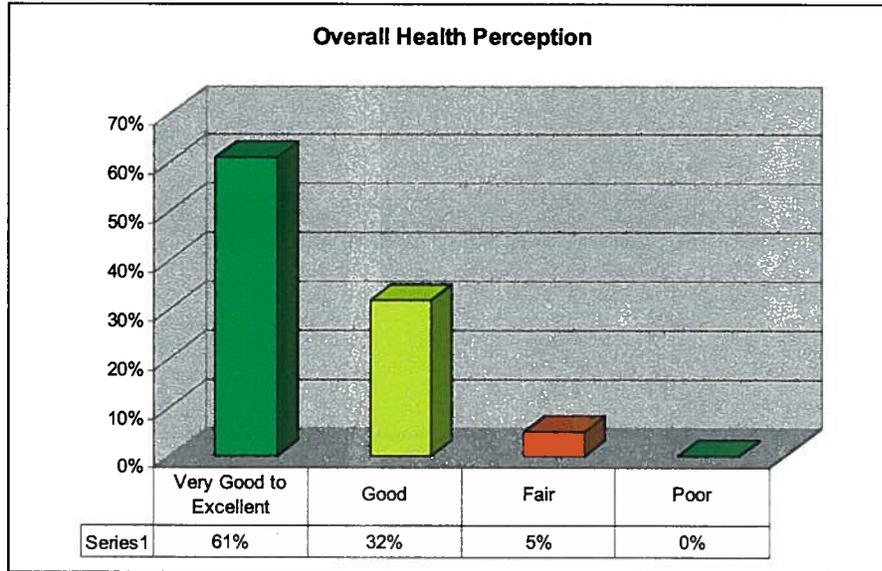
This chart shows City of Milwaukee participation by gender and by age group. 90% of the total insured completed the online questionnaire.



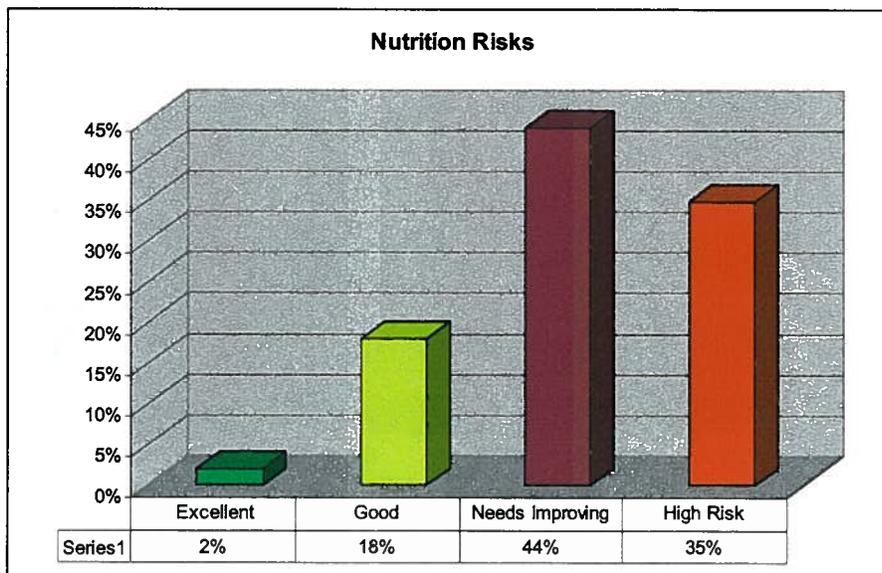
This chart shows the six main risks resulting from the lab work of City of Milwaukee participants. This does not include data from the online questionnaire.



## City of Milwaukee Health Assessment Results Summary 2010/2011



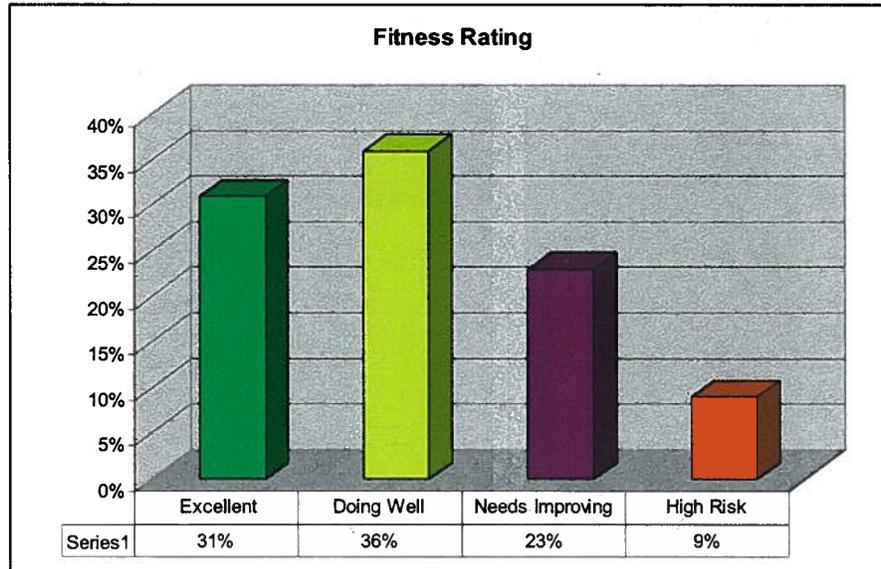
This chart shows the City of Milwaukee participant's health status based on answers from the online questionnaire.



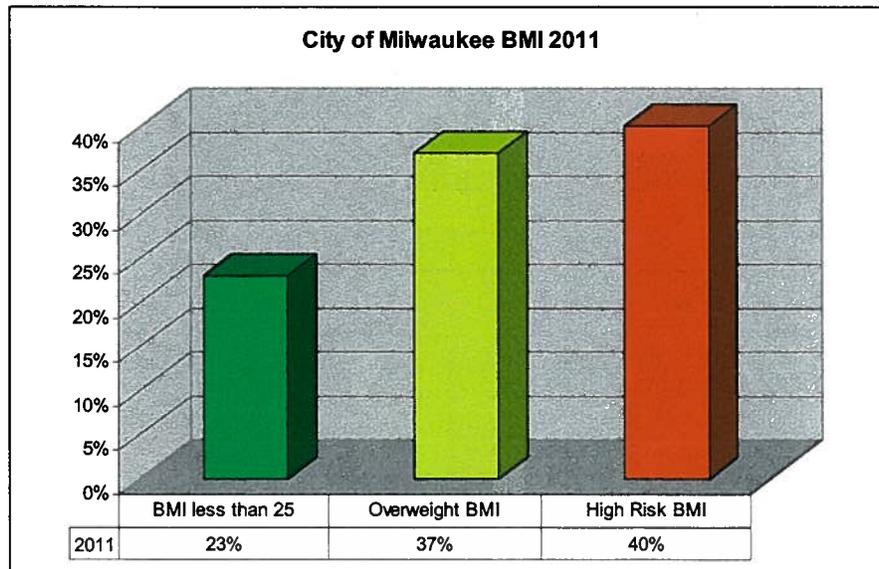
This chart shows the breakdown of nutrition risks for the City of Milwaukee participants based on answers from the online questionnaire.



## City of Milwaukee Health Assessment Results Summary 2010/2011



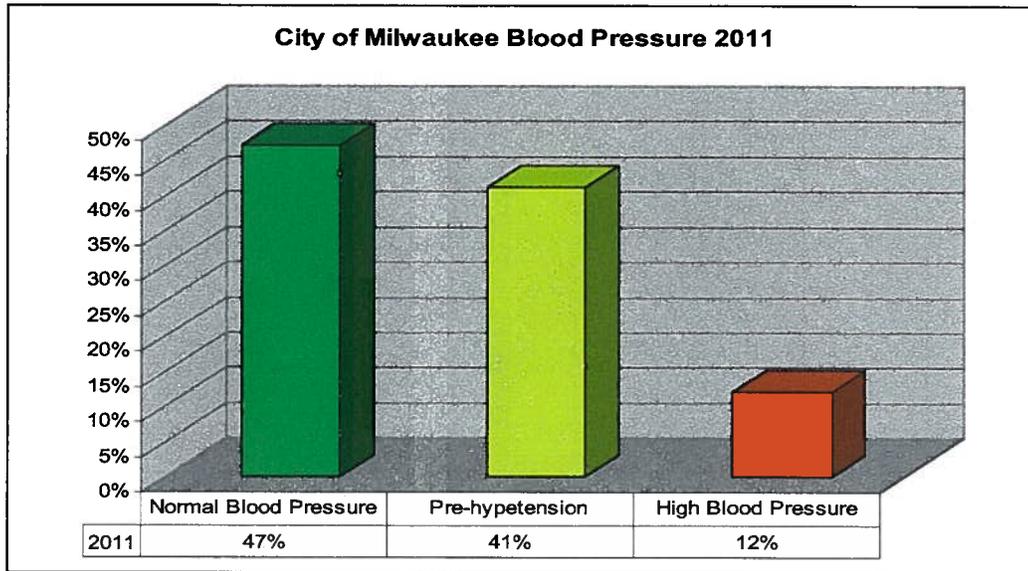
This chart shows fitness risk based on the number of days exercised by City of Milwaukee participant's as answered on the online questionnaire.



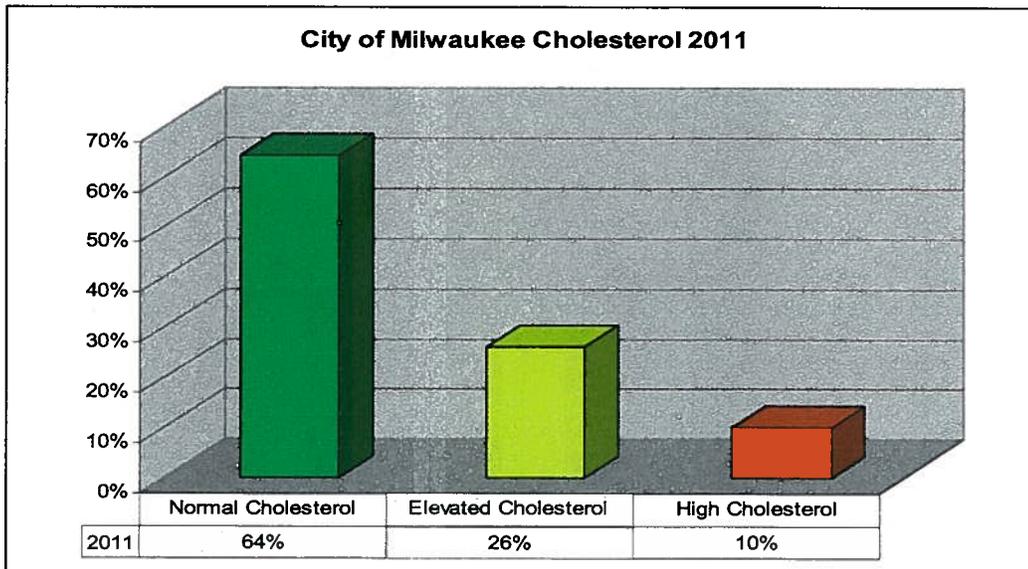
This chart shows the percentage breakdown of City of Milwaukee employees with normal to high BMI based on actual measurements taken at the health education sessions.



## City of Milwaukee Health Assessment Results Summary 2010/2011



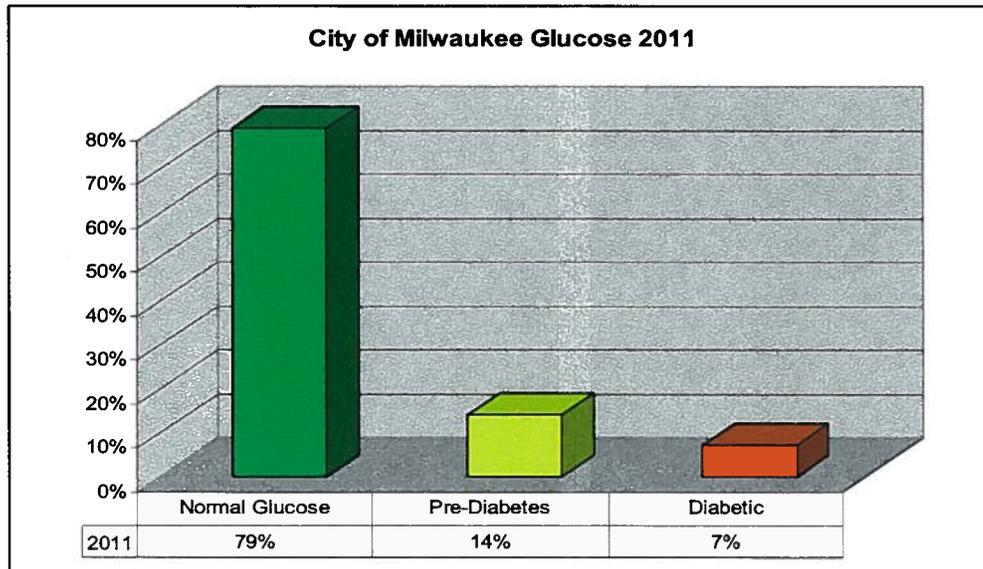
This chart shows the percentage breakdown of City of Milwaukee employees with normal to high blood pressure based on actual lab results.



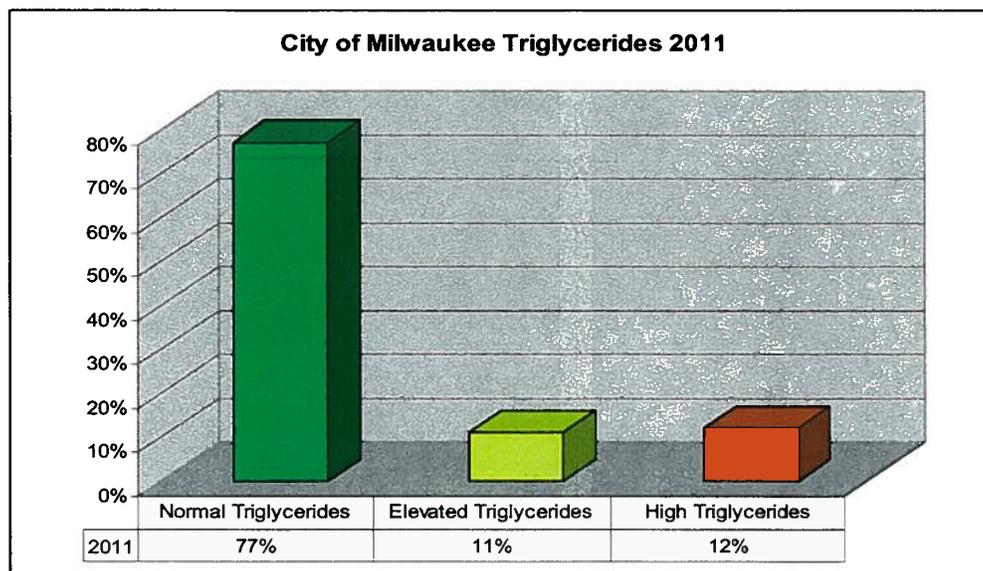
This chart shows the percentage breakdown of City of Milwaukee employees with normal to high cholesterol based on actual lab results.



## City of Milwaukee Health Assessment Results Summary 2010/2011



This chart shows the percentage breakdown of City of Milwaukee employees with normal to high glucose based on actual lab results.



This chart shows the percentage breakdown of City of Milwaukee employees with normal to high triglycerides based on actual lab results.





# City of Milwaukee



## Medical Benefits – The City’s Wellness Effort What Has Been Accomplished to Date What to Expect in the Future

November 23, 2011

**Michael Brady**  
Manager, Employee Benefits  
City of Milwaukee

**Douglas J. Ley**  
Sr Vice President/  
Director National Actuarial Practice  
Willis Human Capital Practice

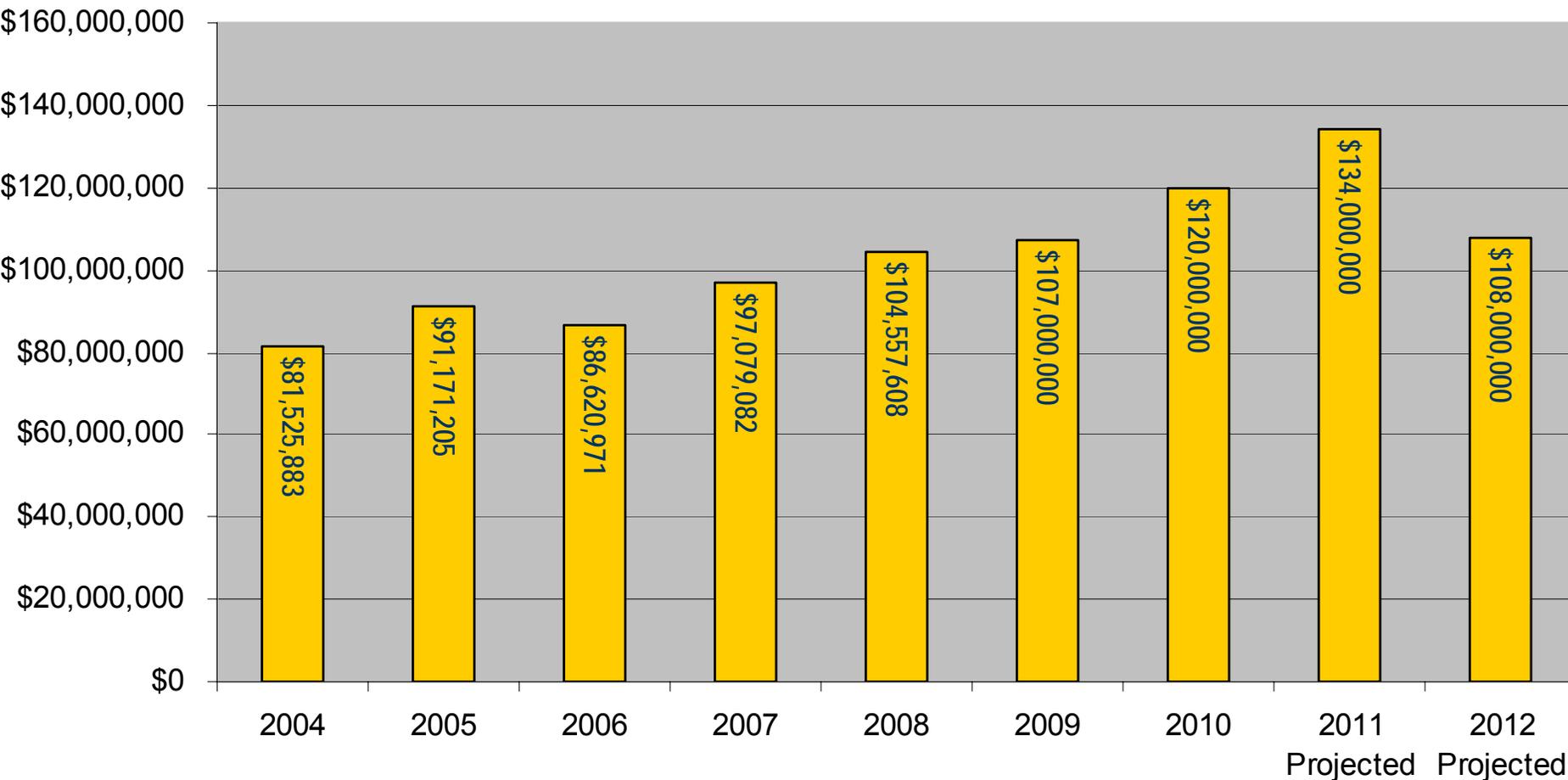
**Barbra Fagan, MS RCEP FAACVPR**  
Director of Employer Services  
Froedtert and Community Health, Inc.



## ***Objectives of This Presentation***

- Revisit City's health plan costs past and future
- Review the history behind the City's wellness effort
- Summarize the “wellness” results achieved to date
- Outline what to expect in the future

## City's Net Health Plan Cost



## ***History of Medical Plan Costs***

- Historical annual cost increases for City's medical plan were in the range of 7% to 9%
- Paid claims for calendar 2011 are projected to be \$134 million which includes the cost of the wellness program
- Paid medical claims for calendar 2012 projected to decrease to \$108 million
- The reduction is a one time change related to plan design changes and will not significantly "bend" trend long term
- Starting in January 2012, the City self insures both the Basic Health Plan and the HMO options – any efforts to bend trend now accrue immediately to the City

**There are many tactics to address rising costs and foster employee engagement, all of which fall into one of the following seven areas:**

1. Make sure that service providers cost structures are reasonable and that the service provided is focused on measurable outcomes not process alone
2. Increase employees share of the cost when they receive medical care (currently most care results in no cost to the employee)
3. Limit the size of population that is covered
4. Increase what people pay each paycheck
5. Look at where care is provided, appropriateness of care and outcomes
6. Make sure people use the plans wisely
7. Reduce or manage health risks in the population

The first four are more direct and have been deployed by the City on a regular basis. The last three have not, are more challenging but will have a bigger long term impact

The first 4 on the prior slide can be implemented unilaterally by the City for most employees and affect cost irrespective of engagement by people. However, they only affect trend in the next year. The last 3 require ongoing measurement and incentives that people engage and take an active role in engaging and changing . They will also bend trend long term

Engagement and change measures include:

For people, participation in screening, biometric data and utilization of discretionary services such as office visits, lab work, scans, elective procedures and generic drug use

For the City, people measures aggregated at the plan level and the City's trend compared to national trends.

## Health care cost is determined by multiple factors

Price per unit x Volume<sub>1</sub> x Volume<sub>2</sub> x Volume<sub>3</sub> x Volume<sub>4</sub> X Volume<sub>5</sub> adjusted for Outcome = Cost

Volume 1 = Determined by physician practice and billing patterns

Volume 2 = Determined by patient preferences and expectations

Volume 3 = Determined by patient health status and lifestyle

Volume 4 = Determined by payer

Volume 5 = Does the patient understand and comply with proposed treatment

Outcome = the benefit of the treatment or encounter to the patient

**The City's wellness program is targeted to help address Volumes 2,3 and 5**

## *The City Wellness Program Objectives and Results*

- The investment in screening and advocacy is designed to heighten awareness of people's health and provide support in accessing treatment for chronic health conditions
- The initial wellness program was a huge success when compared to other area employers - over 90% of employees and spouses participated in at one portion of the program!
- There is ample anecdotal evidence that people are being helped and cost is being avoided
- More defined metrics will be developed to monitor program effectiveness in 2012 and the City and "the committee" will assess additional initiatives to address chronic disease and serious health conditions in 2012

The Wellness and Prevention Committee was established to assist DER and Willis in the design of the Wellness and Prevention Program and to provide oversight of the program.

The Wellness and Prevention Committee was comprised of eight union members appointed by the unions and three management representatives appointed by the Mayor.

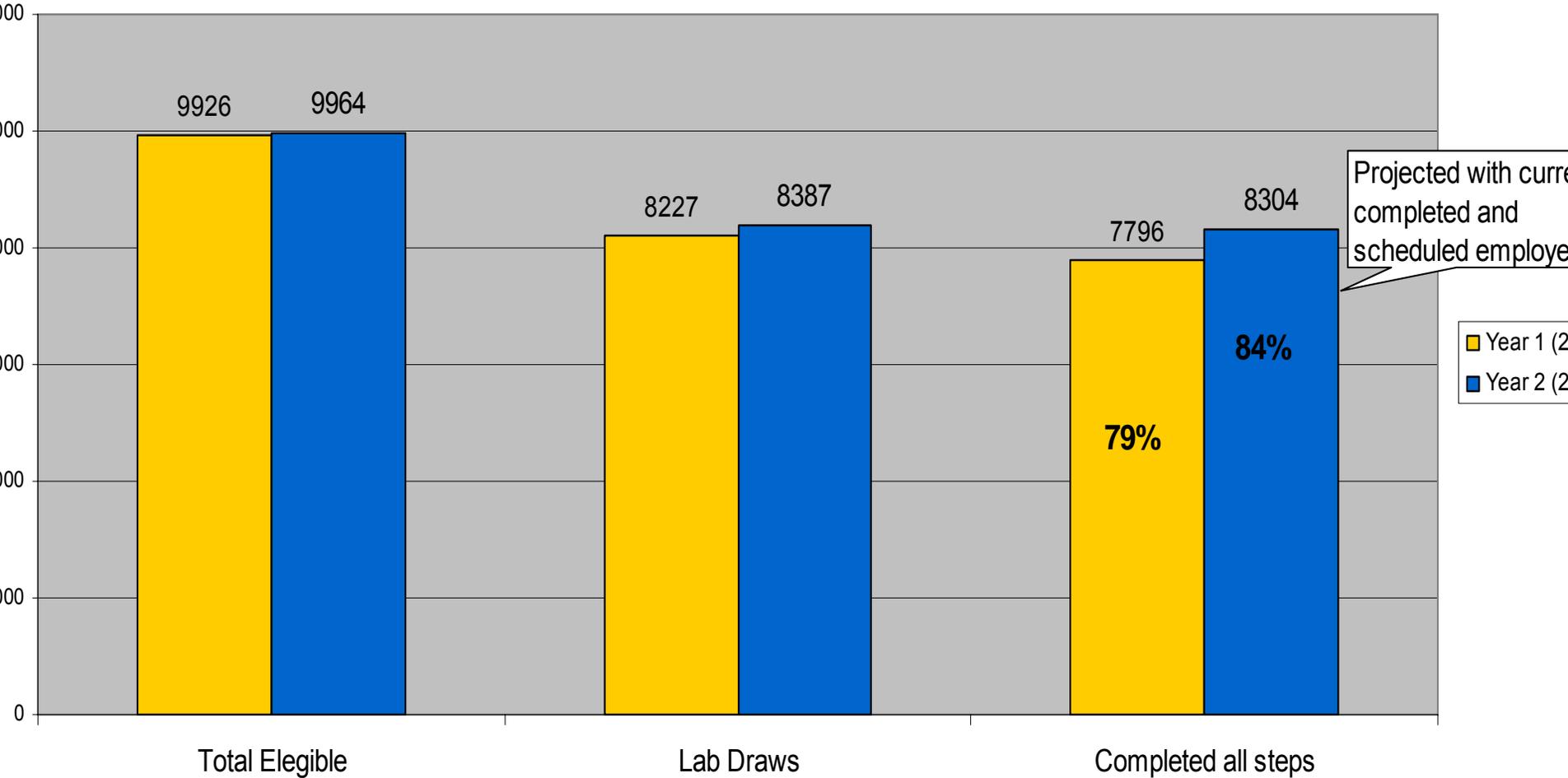
The unions selected the eight union representatives. The committee also included two MPA members determined by the MPA.

The committee will continue to provide advice and guidance in 2012

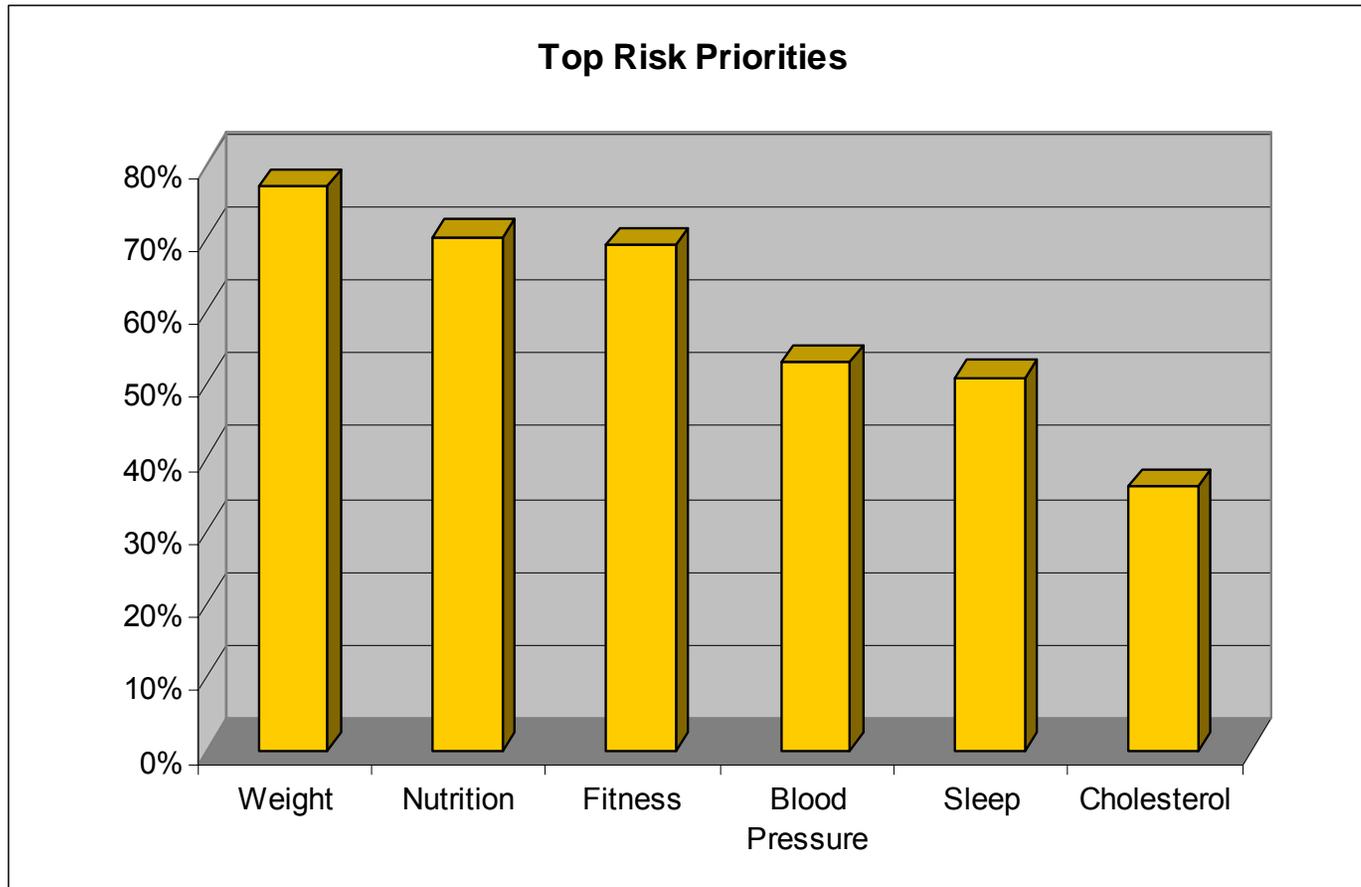
- Ill health is not something anyone wants for themselves or their family
- Addressing a history of distrust with an open process that focused on facts not hidden agendas
- Trust that if armed with information, the committee would make good choices
- Collectively identify concerns about the program and let the committee determine how to best address them

- The committee drove the RFP process
- The use of an open and objective process to score the responses to the RFP
- The committee oversaw the implementation of the program and is responsible for its ongoing management
- The committee demonstrated that the program could be successfully launched and collaboratively managed
- We need to continue to build on the success we achieved to date – good health is an ongoing journey not a destination

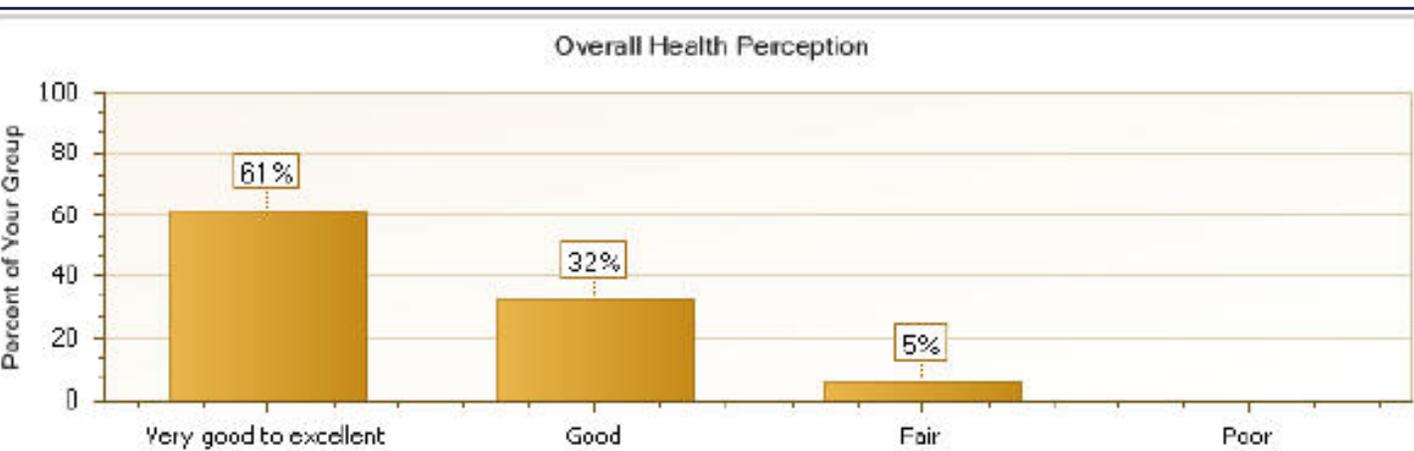
# Participation Rate



## Summary of Risk Intervention Priorities 2010 Data



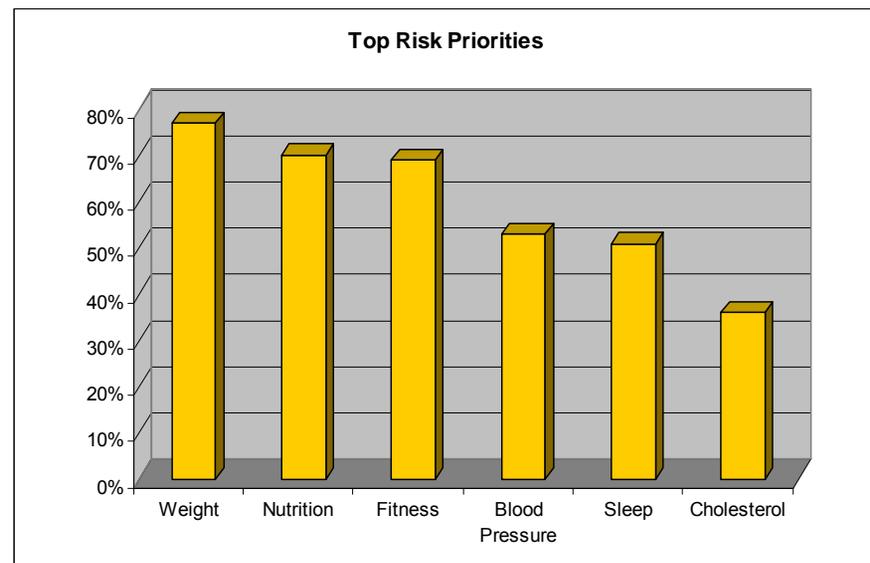
# Employee Health Perception vs. Reality



**Self reported perception**

- 67% Overweight and/or obese (32% high and very high risk)
- 53% are either hypertensive or pre-hypertensive
- 36% have elevated or high cholesterol values
- 69% of employees do meet the recommended exercise guidelines
- 10% of employees get NO regular exercise

**Actual biometric data**



- There has been 6,234 hours of health advocacy provided since the beginning of the program.
- Highest participation in the 40-49 age group
- 1,654 individuals receive Weekly Wellness tips
- 498 individuals interested in ongoing health advocacy
- 1,186 individuals identified as smokers in 2011
  - Nearly 100% of smokers will attend a tobacco education session

- 98% felt the information addressed their personal needs and concerns
- 99% rated their health advocate's knowledge to be good to excellent
- 96% rated their overall experience good to excellent
- 98% felt privacy was maintained throughout the process

- Very professional and wonderful.
- I like all the steps to access my health conditions.
- Very informative. Brought real life things to light.
- My nurse was very professional and at the same time very nice and extremely helpful. Excellent experience.
- This program was wonderful. Should have been given a long time ago.
- You have very well educated nurses and clinical exercise physiologists.
- I am sure you get lots of complaints about having to go thru the process, but we are thankful that we did and I just thought you should know that not everyone is complaining about it.

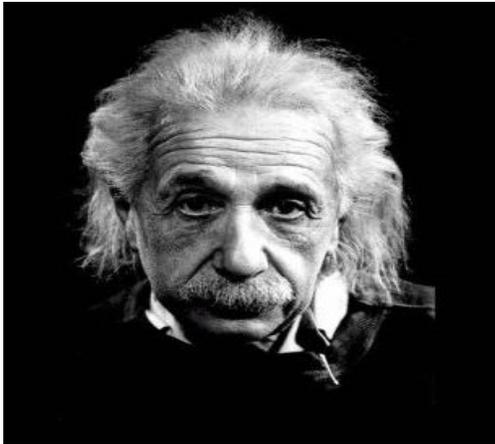
- “Since learning I was pre-diabetic, I lost 40 pounds and 4 ½ inches from my waist line, and reduced my blood pressure. My wife who is diabetic over 20 years lost 25 pounds, exercises and walks with me. Thank you!”
- “Last year when we went thru the assessment, we discovered that my husband had high blood pressure and I was borderline diabetic . So, as a result, we made some changes. My husband was put on blood pressure medication and I started to cook and eat healthier meals and I began to exercise. The results have been quite remarkable and we improved quite a bit from last year to now. The assessments were definitely life changing for us. My husband and I walk our dogs every morning – without fail – the dogs won’t let us skip.”

- One of the COM participants who I met with last year, just came up to me and told that she wanted to thank me. When we met last year she had some bad numbers overall. She was not planning on going to go see her doctor. She said that if I had had come across too pushy or mean, that she would have just ignored me. She did see her doctor and found out that she had fatty liver disease and diabetes. She said my approach and concern for her is why she decided to see her doctor. She lost 65 pounds since December and now nearly all her numbers are normal!!!! Sweet!

## Expectations for 2012:

- Advocates will continue to help people complete screenings, help those with health issues, and fill the care gap – a no cost alternative for covered members to get help
- Work to close the gap between health perception and reality
- Develop and implement programs to further help people
- Begin work on getting people to use new and existing program to help them stay well and address chronic and catastrophic disease
- Measure results and look to the future

- Good health is an asset that everyone values
- People will rally around the cause and make good decisions if given information
- Employee and labor support affects use of program and success to a significant degree



**Know where to find information and how to use it.**  
*Albert Einstein*







Legislation Details (With Text)

**File #:** 110993      **Version:** 0  
**Type:** Communication      **Status:** In Committee  
**File created:** 11/4/2011      **In control:** FINANCE & PERSONNEL COMMITTEE  
**On agenda:**      **Final action:**  
**Effective date:**

**Title:** Communication from the Department of Employee Relations relating to the salaries of certain elected officials.  
**Sponsors:** THE CHAIR  
**Indexes:** DEPARTMENT OF EMPLOYEE RELATIONS, SALARY ORDINANCE  
**Attachments:** Communication, Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
11/4/2011	0	COMMON COUNCIL	ASSIGNED TO		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		

Number  
110993  
Version  
ORIGINAL  
Reference

Sponsor  
THE CHAIR  
Title

Communication from the Department of Employee Relations relating to the salaries of certain elected officials.  
Requestor

Drafter  
CC-CC  
tb  
11/16/11



Department of Employee Relations

November 18, 2011

**Tom Barrett**  
Mayor

**Maria Monteagudo**  
Director

**Michael Brady**  
Employee Benefits Director

**Troy Hamblin**  
Labor Negotiator

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

Dear Committee Members:

This report recommends amending the Salary Ordinance to establish rates of pay for the elected offices of City Treasurer, Comptroller, and City Attorney for the term commencing in April of 2012.

With the retirements of Milwaukee's City Treasurer and Comptroller it is recommended that the Common Council evaluate and make a determination as to what the compensation should be for those offices for the term commencing in April of 2012. If no change is made before the term, the new incumbents will be paid the rates paid to the predecessors per current provisions of the Salary Ordinance. This report also establishes a compensation level for the City Attorney for the term commencing in April of 2012.

Additional changes to the 2012 Salary Ordinance will be recommended as a result of the expiration of the majority of our collective bargaining agreements per Wisconsin Act 10. The recommended changes will include restructuring the Salary Ordinance and pay plans for 2012, including the creation of a separate pay plan for elected officials. A report recommending those changes will be forwarded to the Finance and Personnel Committee at the December 14<sup>th</sup> meeting.

#### Background and Legal Framework

Provisions from the Salary Ordinance establish the framework for current compensation levels for the offices of City Treasurer, Comptroller, and City Attorney. Within the Management Pay Plan the offices of the Comptroller and the City Treasurer are assigned to Salary Grade 017 and the office of the City Attorney is assigned to Salary Grade 019. The following table summarizes the ranges associated with those salary grades and the current salaries of those elected officials.

<i>City Attorney</i>	<i>SG 019, \$115,085 - \$161,113</i>	<i>Current Salary \$ 147,335</i>
<i>Comptroller</i>	<i>SG 017, \$101,293 - \$141,815</i>	<i>Current Salary \$ 141,815</i>
<i>City Treasurer</i>	<i>SG 017, \$101,293 - \$141,815</i>	<i>Current Salary \$ 141,815</i>

All incumbents, except for the City Attorney, are currently paid at the maximum of their respective salary grade. The City Attorney's rate is limited due to the provision in the Salary Ordinance which states "In no case shall the salary of any City official exceed that of the Mayor".

Pay progression to the maximum of the respective salary grades was allowed per Salary Ordinance provisions in place since before some of the current incumbents were elected to office.

Examples of such provisions from 1988 (year when the City's Management Pay Plan was implemented), 1995 (year when Management Pay Plan ranges were converted from open ranges to steps) and 2008 are presented below:

1988 - *"Salary adjustments for Comptroller, City Attorney, Municipal Judges, City Treasurer and City Clerk. These individuals shall receive an annual percentage increase equal to the average (arithmetic mean) percentage increase granted to all non-elected positions in the same pay grade. The increases granted for these officials will be calculated on Pay Period 1 1989, and on each succeeding year based upon the number of pay periods in the preceding year (26 or 27, whichever is applicable) and made retroactive to their annual salary anniversary date. These individuals shall receive an annual salary increase on their anniversary date equal to the percentage amount budgeted for management merit adjustments in their respective departments in those years when there are no incumbents in their respective pay grades eligible for merit adjustments. These adjustments shall begin in 1988 and occur in each succeeding year thereafter, provided that the individual is otherwise eligible."*

1995 - *"Comptroller, City Attorney, Municipal Judges, City Treasurer, and City Clerk: These individuals shall receive an increment on their salary anniversary pay period. These adjustments shall begin in 1995 and occur in each succeeding year thereafter, provided that the individual is otherwise eligible."*

2008 - *"Comptroller, City Attorney, Municipal Judges, City Treasurer, and City Clerk: These individuals shall receive a 3.1% increase on their salary anniversary pay period up to the maximum of their salary grade. These adjustments shall begin in 1995 and occur in each succeeding year thereafter, provided that the individual is otherwise eligible."*

Note: the 2011 rates for these elected officials were frozen at 2008 rates of pay by Council action.

### Analysis

A change to the current provisions of the Salary Ordinance is needed to establish the rates of pay for the new term of office beginning in April of 2012. If no change is approved, the rates of pay for the newly elected officials will be the rates of pay currently in place for incumbents, two of which are retiring before the end of 2011.

The current rate of pay for the offices of City Treasurer and Comptroller represent the maximum of the salary grade those positions were assigned to when the City's Management Pay Plan was implemented in 1988. The rate of pay for the City Attorney represents the maximum rate of pay allowable given the cap established by the Mayor's salary. These rates were achieved by the current incumbents based on pay progression practices related to management employees. Over the years, these practices took into consideration years of service and merit or performance based increases allowed under the applicable ordinances.

The new compensation rates for these elected offices, for the term starting in April of 2012, should take into consideration the following factors:

- (1) The rates achieved by the current elected officials are not meant to represent the rates established for the office and future elected officials.
- (2) Pay practices for elected officials should not mirror pay practices for appointed individuals who are typically eligible for salary adjustments based on years of service and/or performance. Rates of pay and compensation levels for such officials should be established

separately and should not assume a lifetime career in that office. Salary changes should be established by Council action for each four year term of office.

- (3) The rates of pay established for these offices should fairly compensate for the work and responsibilities of the office and should serve to attract qualified individuals to public service. However, while the established rate should consider appropriate labor market comparables when available, the salary, in and of itself, should not become the incentive for seeking public office.
- (4) The compensation level should take into account internal equity considerations, such as:
  - Is the salary appropriate in relation to the duties and responsibilities of the office?
  - Is the salary appropriate in comparison to the rate and responsibilities of other elected officials within the municipality?
- (5) The rate of pay for an elected official who functions as the head of a City department should take into consideration compensation levels of non-exempt individuals reporting directly to that official to avoid or minimize pay compression problems.

### Recommendations

1. Create a separate section in the Salary Ordinance establishing the rates of pay for all Elected Officials including the Offices of City Attorney, Comptroller, and City Treasurer. This separate section would be included in the 2012 Salary Ordinance to be submitted for Common Council approval in December. The 2012 Salary Ordinance will also include recommendations regarding the rates of pay for Municipal Judges. (*Chapter 755 of the Wisconsin state statutes establishes the terms under which the Council can adjust salaries for Municipal Judges*).
2. Establish one compensation rate for each of the offices of City Attorney, Comptroller, and City Treasurer for the duration of the term commencing in April of 2012.
3. City Treasurer- The rate of pay for this office, beginning in April of 2012, will be \$4,386.14 biweekly (\$114,040 annually) per Council File # 110762. This file reassigned the City Treasurer from Salary Grade 017 to Salary Grade 016 and established the midpoint of Salary Grade 016 as the new rate. (Note: the same Council file reallocated the Deputy City Treasurer position from Salary Grade 015 to Salary Grade 014).
4. City Comptroller- The rate of pay for this office, beginning in April of 2012, is recommended to be \$4,831.04 biweekly (\$125,607 annually). This rate takes into consideration the current compensation level of the highest paid non-exempt manager in that Office at \$4,367.86 biweekly (\$113,564 annually) and the recommended rates for other elected officials serving as Department Heads in the City of Milwaukee.
5. City Attorney – The rate of pay for this office, beginning in April of 2012, is recommended to be \$5,666.75 biweekly (\$147,335.50 annually). This rate is the current rate of pay for the incumbent and represents the maximum allowed given the Mayor's salary of \$5,666.76 biweekly (\$147,335.76 annually).

In order to implement these recommendations, it will be necessary to amend the Salary Ordinance as presented below:

Under Part II, Section 12 e (7) of the Salary Ordinance, delete the following language:

These individuals shall receive a 3.1% increase on their salary anniversary pay period up to the maximum of the salary grade. These adjustments shall begin in 1995 and occur in each succeeding year thereafter, provided that the individual is otherwise eligible.

Under the same section, add the following language:

The rate of pay for the City Treasurer for the term commencing in April of 2012 shall be \$4,386.14 biweekly (\$114,040 annually). The rate of pay for the Comptroller for the term commencing in April of 2012 shall be \$4,831.04 biweekly (\$125,607 annually). The rate of pay for the City Attorney for the term commencing in April of 2012 shall be \$5,666.75 biweekly (\$147,335.50 annually).

Sincerely,

*Maria Monteagudo*

Maria Monteagudo  
Employee Relations Director





Legislation Details (With Text)

**File #:** 110108      **Version:** 1

**Type:** Ordinance      **Status:** In Committee

**File created:** 5/3/2011      **In control:** FINANCE & PERSONNEL COMMITTEE

**On agenda:**      **Final action:**

**Effective date:**

**Title:** A substitute ordinance relating to the annual salaries of the mayor and members of the common council.

**Sponsors:** THE CHAIR

**Indexes:** COMMON COUNCIL MEMBERS, MAYOR, RATES OF PAY, SALARY ORDINANCE, WAGES AND BENEFITS

**Attachments:** Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
5/3/2011	0	COMMON COUNCIL	ASSIGNED TO		
11/18/2011	1	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
11/18/2011	1	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
11/21/2011	1	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		

Number  
110108  
Version  
SUBSTITUTE 1  
Reference

Sponsor  
THE CHAIR  
Title

A substitute ordinance relating to the annual salaries of the mayor and members of the common council.

Sections  
350-100-1 rc

Analysis

This ordinance establishes the salaries of the mayor and members of the common council for the 2012-2016 term of office. The ordinance provides that during the 2012-2016 term, these officials will be paid the same salaries in effect for the last year of the previous term.

Body

The Mayor and Common Council of the City of Milwaukee do ordain as follows:

Part 1. Section 350-100-1 of the code is repealed and recreated to read:

**350-100. Salaries of Mayor and Members of the Common Council. 1.** For the 2012-2016 term of office, the salaries of the mayor, common council members and the common council president

shall be the same as the rates in effect for the 4<sup>th</sup> year of the 2008-2012 term.

LRB

APPROVED AS TO FORM

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Legislative Reference Bureau

Date: \_\_\_\_\_

Attorney

IT IS OUR OPINION THAT THE ORDINANCE

IS LEGAL AND ENFORCEABLE

---

Office of the City Attorney

Date: \_\_\_\_\_

Requestor

Drafter

LRB135209-2

Teodros W. Medhin:lp

10/31/2011





Legislation Details (With Text)

**File #:** 110454      **Version:** 0

**Type:** Resolution      **Status:** In Committee

**File created:** 7/26/2011      **In control:** FINANCE & PERSONNEL COMMITTEE

**On agenda:**      **Final action:**

**Effective date:**

**Title:** Resolution authorizing attendance at conventions, seminars and other travel.

**Sponsors:** THE CHAIR

**Indexes:** CONVENTIONS, SEMINARS

**Attachments:**

Date	Ver.	Action By	Action	Result	Tally
7/26/2011	0	COMMON COUNCIL	ASSIGNED TO		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		

Number  
110454  
Version  
ORIGINAL  
Reference

Sponsor  
THE CHAIR  
Title  
Resolution authorizing attendance at conventions, seminars and other travel.  
Drafter  
City Clerk  
TB:dkf  
7/26/11



Legislation Details (With Text)

**File #:** 110744      **Version:** 1

**Type:** Ordinance      **Status:** In Committee

**File created:** 9/27/2011      **In control:** FINANCE & PERSONNEL COMMITTEE

**On agenda:**      **Final action:**

**Effective date:**

**Title:** A substitute ordinance relating to employee relations, regulations and benefits for city employees.

**Sponsors:** THE CHAIR

**Indexes:** DEPARTMENT OF EMPLOYEE BENEFITS, DEPARTMENT OF EMPLOYEE RELATIONS, WAGES AND BENEFITS

**Attachments:** Cover Letter, Letter from DER to Finance and Personnel Committee, Benefit Changes PowerPoint, Fiscal Impact Statement Memo, Fiscal Impact Statement, Fiscal Impact Statement-Section F, Transitional Vacation Account List, Draft FLSA Designations Memo, Draft FLSA Designations, Hearing Notice List

Date	Ver.	Action By	Action	Result	Tally
9/27/2011	0	COMMON COUNCIL	ASSIGNED TO		
9/30/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
9/30/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
10/5/2011	0	FINANCE & PERSONNEL COMMITTEE	HELD TO CALL OF THE CHAIR	Pass	5:0
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		

Number  
110744  
Version  
SUBSTITUTE 1  
Reference

Sponsor  
THE CHAIR  
Title  
A substitute ordinance relating to employee relations, regulations and benefits for city employees.

Sections  
340-3 cr  
Subch. 1 of ch. 350 rc  
Subch. 2 of ch. 350 rp  
Subch. 3 of ch. 350 rn  
350-30 rc  
350-33-1 rc  
350-34 cr

Subch. 4 of ch. 350 rn  
350-35-2-b am  
350-35-3 rc  
350-35-3.5 am  
350-35-5-a rc  
350-35-6 rc  
350-37 rc  
350-38 rc  
Subch. 5 of ch. 350 rn  
350-40-1-a am  
350-40-2 rc  
350-40-3-0 am  
350-40-3-a-1 am  
350-40-3-a-1-h am  
350-40-3-a-1-i rp  
350-40-5 rc  
350-40-9 rp  
350-40-14 rp  
350-40-15 rc  
350-40-16 rp  
350-45-2-g am  
350-45-3-a rc  
350-45-3-j rp  
350-45-3-k rp  
350-45-4-a rc  
350-45-4-b rc  
350-45-7 rp  
Subch. 6 of ch. 350 rn  
350-90-0 rc  
350-90-1 rc  
350-90-4 rc  
350-90-7 am  
350-91 rp  
350-92-5 rp  
350-93 rp  
350-94 am  
350-95 cr  
Subch. 7 of ch. 350 rn  
Subch. 8 of ch. 350 rn  
350-143 rc  
Subch. 9 of ch. 350 rn  
350-181-2-c am  
350-183-7 rc  
350-188 cr  
Subch. 10 of ch. 350 rn  
350-204 am  
350-206 rc  
350-209 am  
350-225 rp

350-237 rc  
350-239 am  
350-241 rc  
350-242 cr

#### Analysis

This ordinance revises various provisions of the code relating to benefits for city employees. As a result of changes to state collective bargaining laws and the expiration of collective bargaining agreements, references to specific collective bargaining units have been eliminated and benefits for all city employees have been standardized. Included in these changes are the following:

1. Department heads are given the discretion, as permitted by applicable laws and regulations, to determine if cash or compensatory time-off shall be provided for overtime work.
2. Holiday and overtime benefits are standardized for all eligible employees.
3. The definition of overtime is changed from hours outside an employee's normal work schedule to those hours worked over 40 in a week except as otherwise provided.
4. The amount of sick time earned per year is standardized to 12 days per year.
5. The sick leave incentive program is standardized to 3 days per year.
6. The amount of injury pay benefit is reduced from 70% or 80% to 66.67%.
7. The terminal leave benefit for all employees is standardized to a maximum of 30 8-hour work shifts of pay.
8. The accrual of vacation benefits is standardized.
9. Department heads will establish requirements for and issue uniform and equipment to employees in their respective departments as necessary.
10. All miles driven on official city business are reimbursed at the internal revenue service rate.
11. A grievance procedure for warning notices and unpaid disciplinary suspensions, administered by the department of employee relations, is established.

#### Body

The Mayor and Common Council of the City of Milwaukee do ordain as follows:

Part 1. Section 340-3 of the code is created to read:

**340-3. General City Policies and Procedures. 1. DECLARATION OF POLICY.** The city has a fundamental interest in the development of harmonious and cooperative relationships between city government and its employees and their employee representative groups while enhancing employee performance, maximizing efficiency and reducing costs. The city is committed to creating and maintaining strong and positive employee-management working relationships that foster improved governmental decision-making, good will, innovation and quality public services. The city is committed to supporting these goals in a way that does not diminish the mayor's and the common council's authority while recognizing the rights of employee representative groups to enter into discussions with the city in the course of setting personnel policies and terms, and conditions of city employment. These policies and conditions of employment do not supersede the provisions of state law, city charter, other applicable ordinances and resolutions and the civil service rules. Any related code provisions are not intended, and shall not be construed to be in conflict with, state statutes regarding collective bargaining and the recognition of employee groups or organizations.

**2. AUTHORITY OF DEPARTMENT.** The department of employee relations shall be responsible for entering into discussions with employee representative groups for the settlement of employee complaints and establishing policies and procedures necessary for the creation of positive, productive and efficient workplaces. The department shall:

- a. Meet and confer with employees and employee groups for the purpose of communicating,

soliciting and exchanging information, views, ideas and interests concerning wages, hours, and other conditions of employment.

b. Provide, if requested, written documents to employee representative groups of any jointly-recommended changes to be heard or acted upon by the common council.

c. Establish the use of seniority for vacation selection, job-picking assignments and other assignments that provide for premium payments where this process is used and where no operational disruptions are created.

d. Have authority to oversee and resolve all complaints raised by employees.

**3. REQUIREMENTS OF ALL DEPARTMENTS.** City officials appointed under s. 62.51, Wis. Stats., and department heads shall cooperate with the department of employee relations in the discharge of the duties set forth in this chapter and in implementing any directives issued by the department of employee relations. City officials and department heads shall:

a. Communicate departmental rules and procedures with employees and employee representative groups and provide reasonable notice of changes to work rules, practices or policies.

b. Engage employees and employee representative groups in the city's decision making processes concerning relevant personnel matters and operational issues by soliciting their input and feedback when appropriate.

c. Identify and communicate procedures available to employees and employee representative groups who allege that a departmental policy, rule or procedure has not been properly applied.

d. Offer, to the extent possible, overtime assignments first to employees who volunteer, and then assign, on a rotating basis, among those employees who volunteered. In cases where there are no volunteers for overtime, all employees shall perform the work starting with the least senior employee.

Part 2. Subchapter 1 of ch. 350 of the code is repealed and recreated to read:

## SUBCHAPTER 1 HOLIDAY AND OVERTIME POLICIES

**350-1. Definitions.** In this chapter, unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, the following definitions shall apply:

**1. HOLIDAY**, except as specifically covered by other provisions of the code such as those pertaining to or for employees represented by a collective bargaining unit, means:

a. New Year's Day - January 1.

b. Good Friday.

c. Memorial Day - Last Monday in May.

d. Independence Day - July 4.

e. Labor Day - The 1st Monday in September.

f. Thanksgiving Day - The 4th Thursday in November or the day appointed by the governor of Wisconsin as a day of public thanksgiving in each year.

g. The day after Thanksgiving Day.

h. Christmas Day - December 25.

i. The last normal work day before Christmas Day.

j. The last normal work day before New Year's Day.

k. Dr. Martin Luther King Jr.'s birthday - the 3rd Monday in January.

**2. OVERTIME** means the authorized hours worked in excess of 40 hours in one week.

**3. TIME AND ONE-HALF** means compensation per hour worked, determined by dividing the biweekly rate by 80 and multiplying by 1.5, unless otherwise provided.

**4. TIME WORKED** means the hours worked during scheduled work periods, all holiday hours paid but not worked and all furlough hours not worked.

**350-2. Holidays, General Provisions. 1. WEEKEND HOLIDAY.** Whenever Independence Day (July 4) falls on a Saturday, the preceding Friday shall be observed as a holiday. Whenever New Year's Day (January 1) and Christmas Day (December 25) fall on a Saturday, the following Monday shall be observed as a holiday. When New Year's Day, Independence Day or Christmas Day falls on a Sunday, the following Monday shall be observed as a holiday.

**2. EMPLOYEES REPRESENTED BY A COLLECTIVE BARGAINING UNIT.** For employees represented by collective bargaining units, the holiday schedule shall be as stated in their effective collective bargaining agreements, including any pertinent agreed-upon memoranda.

**3. STATUTORY COMPLIANCE.** Any statutory provisions establishing legal holidays on days other than those set forth under the definition of the term "holiday" in s. 350-1-1 shall not be observed in a manner resulting in a shorter workweek for general city employees. If the state of Wisconsin enacts a statute under which some or all of the holidays enumerated in s. 350-1-1 are established or observed as so-called Monday holidays, the city will move to observation of such law, but the conformance to state law shall not increase or diminish the number of holidays with pay granted annually.

**350-3. Uniform Overtime Policies.** Except as provided in s. 350-6, or unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, the following overtime policies shall be applied uniformly to positions in the city service.

**1. CASH OR COMPENSATORY TIME.** The determination as to whether overtime shall be taken as cash or compensatory time shall be made by each department head in consultation with the budget and management division. Department heads shall notify employees of whether cash or compensatory time-off is being offered for overtime worked prior to the actual work being performed. If notification is not provided that compensatory time is being offered for overtime worked, cash shall be paid for the overtime worked.

**2. AS OVERTIME ONLY.** When computing overtime of either type, time compensated for any reason on an overtime basis shall not be counted in computing further overtime.

**3. RATE.** Overtime shall be compensated, whether as cash or compensatory time, at time-and-one-half rates.

**4. AUTHORIZATION.** Department heads are authorized to order overtime work, and no overtime shall be worked unless so ordered.

**5. HOLIDAYS.** All hours worked on a holiday by an eligible, fair labor standards act non-exempt employee shall be considered overtime.

**6. CHANGE OF SHIFT.** For departments that have regularly-scheduled multiple shifts, employees who are provided with less than 48 hours notice of a change in shift shall receive overtime for all hours worked during the subsequent 48-hour period.

**7. EXCLUSIONS.** Nothing contained within this section is intended to authorize or require overtime compensation for employees who are excluded from overtime compensation by other provisions of the code.

**350-4. General Overtime Procedures and Regulations. 1. EARNED OVERTIME AND EARNED VACATION TIME, TO BE PAID IN CASE OF DEATH.** A city officer or employee shall be allowed time with pay, notwithstanding the death of the officer or employee, for earned vacation time which has accrued. A city officer or employee shall be allowed time with pay, notwithstanding the death of the officer or employee for recorded and certified overtime which has accrued, not exceeding 120 hours worked or 180 hours for which time-off may be taken, to which the employee was entitled at the time of death. The proper city officers shall include overtime and vacation time on the regular or supplementary payroll to accomplish the purpose of this section.

**2. REPORTING OVERTIME REQUIRED. a. To Employee Relations.** A report of all overtime employment, whether compensated for in cash or by compensatory time-off allowed by each department, shall be submitted to the director of employee relations with the payroll for the period in

which the overtime was authorized for a review of the necessity of the overtime employment. The director of employee relations shall prescribe the form of the report of overtime worked or compensatory time taken off, and the number and disposition of copies. In case of departmental error or omission in reporting overtime worked or time taken off, supplementary reports shall be submitted by the departments in order that payroll checks shall reflect correct amounts, and overtime records shall indicate the exact number of hours of overtime worked or time taken off.

b. To Common Council. From the departmental reports of overtime worked or compensatory time taken off, the director of employee relations shall prepare consolidated reports of the overtime worked or time taken off, and shall submit the consolidated reports together with other appropriate information to the common council at regular intervals.

c. Accumulated Overtime. If an employee accumulates a total of 180 hours of compensatory time-off, or 120 hours of overtime worked for which time-off may be taken, the director of employee relations shall initiate a schedule to eliminate the overtime backlog, investigate the cause and justification of the overtime work and, when possible, institute such recommended procedures as may be necessary to eliminate the need for overtime work. In each case, the director of employee relations shall provide to the common council a report of the overtime and the recommendations made or action taken to reduce or eliminate the overtime work.

d. Overtime Studies. On the basis of regular and special reports, the common council shall regularly review the overtime worked by each department, require the presence of department heads or supervisors empowered to authorize overtime work for supporting or explaining its need, and establish rules as may be deemed necessary for controlling overtime work.

**3. OVERTIME NOT TO BE USED FOR RETIREMENT CREDIT.** No overtime period of service, nor the compensation received, shall be counted as accruing toward credit or deduction on any annuity or pension rights.

**350-5. Exclusion from Overtime. 1. POSITIONS EXCLUDED.** The director of employee relations shall determine the positions that shall be exempt from the overtime provisions of this chapter.

**2. FLEXIBLE SCHEDULE.** Employees of positions that work a minimum average of 40 hours per week, normally consisting of 5 workdays of 8 hours each, shall be considered to work on a flexible schedule within the limits of a 40-hour week, dependent on existing workload demands and with the approval of department heads. Under this flexible schedule provision, the daily work schedule of employees may be adjusted as necessary and appropriate to fulfill their assigned duties and responsibilities. The adjustments may include starting and quitting times that are earlier or later than established in the normal work schedule of a department and may include hours of work that are more or less than 8 hours in any particular day, within the limits described. This flexible schedule provision shall not be construed as allowing compensatory time-off at the rate of time and one-half, allowing time-off for extended personal illness without charge to sick leave, or allowing time-off for extended vacation.

**3. ADMINISTRATION.** Department heads shall enforce this section as it applies to personnel within their departments. The director of employee relations shall interpret the provisions of this section and report to the finance and personnel committee any problems or abuses concerning the interpretation or administration of this section.

**4. TO BE USED WITHIN 2 YEARS.** All employees entering positions excluded from payment in cash or compensatory time-off for overtime worked by these or any other provisions of the code shall take off any overtime balance previously earned within a 2-year period from the time of entering the position.

**350-6. Compliance with the Fair Labor Standards Act.** In accordance with the provisions of the federal fair labor standards act, the:

1. Director of employee relations shall determine the positions and classes that are covered by the act and transmit appropriate guidelines and instructions for carrying out the applicable provisions of the act to city departments and agencies.
2. Comptroller shall develop and establish payroll recordkeeping, payment inclusions and payroll practices to ensure good-faith compliance with the act.
3. Director of employee relations shall issue a policy statement prohibiting departments and agencies from docking employees exempt from the act for partial-day absences and institute a policy for those employees to make up the time, consistent with departmental operations.
4. Labor negotiator shall meet with appropriate representatives to discuss and clarify city compliance policies.

Part 3. Subchapter 2 of ch. 350 of the code is repealed.

Part 4. Subchapter 3 of ch. 350 of the code is renumbered to subch. 2.

Part 5. Section 350-30 of the code is repealed and recreated to read:

**350-30. Health Benefits.** 1. PAYMENTS OF PREMIUMS, CLAIMS AND ADMINISTRATIVE FEES AUTHORIZED. The department of employee relations, division of employee benefits, is authorized to contract for insured or self-insured healthcare benefits for city employees and to make payments to an insurance company or fees and health care claims to a third-party administrator if the city self-funds the health insurance benefits.

2. EFFECTIVE DATE. Payment of premiums or claims accrued prior to January 1, 2012, shall be paid and then cease as of December 31, 2011. Subsequent payment of premiums or claims by the city shall commence on January 1, 2012.

3. ADDITIONAL COMPENSATION. Nothing contained in this section shall in any manner be construed or interpreted to mean that any additional compensation is being, or shall be, paid to any employee or officer of the city; nor shall any such person have or assert any claim against the city for payment to the person of any amount by reason of any provision of the code relating to the payment of premiums for city employees or officers of the city.

4. EMPLOYEE PAYMENTS. a. Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, every city employee shall be responsible for 12% of the health insurance premium selected by the employee as determined by the department of employee relations working with a consultant and an actuary to determine the total cost of the plan.

b. Every city employee shall be responsible for deductibles, co-payments or other charges as shall be determined by the common council.

5. ELIGIBILITY FOR NEW EMPLOYEES. New employees eligible for enrollment in health insurance are eligible for insurance on the 31<sup>st</sup> day of employment. Determination of eligibility shall be made by the department of employee relations.

6. ADMINISTRATION. The department of employee relations shall administer this section.

Part 6. Section 350-33-1 of the code is repealed and recreated to read:

**350-33. Long-Term Disability Insurance.** 1. PROGRAM AUTHORIZED, PAYMENT OF PREMIUMS. The department of employee relations is authorized to enter into contracts on behalf of the city for the purchase of long-term disability benefits for eligible employees or groups as determined by the department of employee relations. The city shall pay the cost of benefits after a 180-day waiting period, and the policy may provide that an employee may elect to pay the vendor selected by the department of employee relations for a shorter waiting period, such as 60, 90 or 120

days.

Part 7. Section 350-34 of the code is created to read:

- 350-34. Dental Insurance.** 1. PROGRAM AUTHORIZED, PAYMENT OF PREMIUMS. The department of employee relations is authorized to contract with dental providers and to determine dental benefits for city employees. The department of employee relations is authorized to make payments to dental insurance providers for these benefits.
2. ELIGIBILITY. The department of employee relations shall be authorized to determine eligibility for dental benefits.
3. EMPLOYEE CONTRIBUTIONS. The department of employee relations is authorized to pay \$13 per month for single dental and \$37.50 per month for family dental coverage. Each employee shall be responsible for the balance of the premium. The department of employee relations shall communicate information about these benefits to eligible employees.

Part 8. Subchapter 4 of ch. 350 of the code is renumbered to subch. 3.

Part 9. Section 350-35-2-b of the code is amended to read:

**350-35. Leave of Absence Policies.**

**2. RUNNING FOR POLITICAL OFFICE.**

b. Reinstatement Rights. In the case of his or her election, the elected official shall, upon request, be granted a leave of absence from his or her position of municipal employment, and ~~[[such]]~~ >>the<< leave of absence shall carry reinstatement rights to be exercised not later than one year from the expiration of his or her elected term of office, and ~~[[such]]~~ >>the<< reinstatement may be either to his or her position formerly held or to a position having substantially similar requirements, responsibilities and salary; provided, however, that any ~~[[such]]~~ reinstatement may be made only to fill a vacancy and shall not be made if the effect would be to displace a regularly and permanently appointed successor. This paragraph shall apply only to personnel holding ~~[[permanent nonexempt]]~~ >>civil service<< positions under the control of the common council.

Part 10. Section 350-35-3 of the code is repealed and recreated to read:

**3. TIME-OFF FOR JURY DUTY.** Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, employees shall be granted time-off with pay for reporting for jury duty or jury service upon presentation of satisfactory evidence relating to this duty or service. Employees shall retain all compensation received for jury-duty service, but shall have deducted from their city pay an amount equal to the compensation received by them for jury duty, exclusive of travel pay and pay for jury duty performed on off-duty days. No greater amount of time shall be granted than necessary, and in any case, if an employee is called for jury duty and reports therefor without receiving a jury assignment for that day, or if the employee is engaged in jury duty or service for a part of a day, the employee shall, if his or her city work is available, report for the performance of city duties for the remainder of the day. If jury duty coincides with any mandatory furlough dates, the employee shall not be paid salary from the city on those dates but shall be allowed to retain jury-duty compensation.

Part 11. Section 350-35-3.5 of the code is amended to read:

**3.5. TIME-OFF FOR COURT SUBPOENAS.** ~~[[Nonmanagement nonrepresented employes]]~~ >>

Employees<< shall be granted time-off with pay, upon presentation of satisfactory evidence relating to this duty, under a subpoena to appear in court during working hours with respect to any incident which occurred while the employees were at work. Compensation received, exclusive of travel pay, for this duty shall be immediately paid over to the city treasurer and shall be credited to the general fund, provided, however, that payment for the duty may be retained by employees for appearances made on off-duty hours. If court subpoena appearances coincide with any mandatory furlough dates, the employee shall not be paid salary from the city on those dates but shall be allowed to retain court subpoena appearance compensation.

Part 12. Section 350-35-5-a of the code is repealed and recreated to read:

**5. FUNERAL LEAVE.** a. Immediate Family. Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, funeral leave shall cover necessary absence from duty of a general city employee because of death in the immediate family of the employee. "Immediate family" is defined as husband or wife, child, stepchild, brother, sister, parent, stepparent, mother-in-law, father-in-law, brother-in-law, sister-in-law or grandchild of the employee. "Brother-in-law" and "sister-in-law" includes a spouse's sibling's spouse. "Immediate family" includes stepparents and stepchildren by virtue of the employee's current spouse. Eligibility to use stepparent funeral leave benefits shall be limited to one stepmother and one stepfather regardless of the number of stepparents. "Immediate family" also includes an employee's domestic partner, if the domestic partnership is registered with the department of employee relations under s. 350-245 or was registered with the city clerk as provided in s. 111-3 in effect prior to October 30, 2009. In the case of a death in the immediate family, an employee working a regular or alternative work schedule may be granted a leave of absence not to exceed 3 8-hour work days with pay. These work days shall be limited to work days falling within the 10 consecutive calendar-day period that begins on the day of death. One day with pay may be used to attend the funeral of a grandparent of the employee. If funeral leave coincides with any mandatory furlough dates, the mandatory furlough time shall be rescheduled as approved by the department head.

Part 13. Section 350-35-6 of the code is repealed and recreated to read:

**6. UNPAID EDUCATIONAL LEAVES OF ABSENCE.** a. Purpose. The purpose of the unpaid educational leave of absence is to provide for educational or professional development of employees. In no case shall the leave be used by the employee for purpose of pursuing other paid employment. b. Eligibility. Employees with at least 5 years of service shall be eligible for an unpaid educational leave of absence of up to one month and employees with at least 10 years of service shall be eligible for an unpaid educational leave of absence for up to 2 months. c. Approval. Department heads may authorize these unpaid leaves of absence and shall approve the timing of the leaves. d. Payments. The city shall continue to make health, dental and life insurance payments for employees who are on unpaid educational leave of absence. e. Reinstatement. Employees who are granted an unpaid educational leave of absence shall be entitled to reinstatement to their original positions upon return from leave. f. Additional Unpaid Leave. Nothing included in this subsection prohibits additional unpaid leave time from being granted under the rules of the city service commission, subject to department head approval.

Part 14. Section 350-37 of the code is repealed and recreated to read:

**350-37. Sick and Disability Leave.** Sick and disability leave shall cover necessary absence from duty of an employee because of the employee's personal illness or pregnancy-related disability, bodily injury or exclusion from employment because of exposure to contagious disease by the employee. In addition, an employee may request the substitution of sick leave for family leave under the state family and medical leave act, s. 103.10, Wis. Stats. Employees may not use sick and disability leave for furlough days. Employees may accrue time earned for sick and disability leave purposes while serving mandatory furlough time.

**1. TIME GRANTED.** a. Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, an eligible employee of the city who serves on a full-time basis may accrue 12 working days' sick and disability leave with pay during any year. City seasonal laborers shall be eligible to accrue sick and disability leave credit for a maximum of one year of actual service, but they may not be paid sick and disability leave until they become regular city laborers or sanitation workers. Employees who serve the city on less than a full-time basis who qualify in all other respects may be granted a proportionate amount of sick and disability leave.

b. At the discretion of the department head, an employee may be excused for a paid absence of 2 hours or less to attend doctor or dentist appointments without reporting them as paid sick leave on no more than 3 separate occasions during a calendar year.

**2. ACCUMULATIVE BASIS.** a. Every permanent employee shall be granted sick and disability leave with pay at the rate of 3.7 work hours for each 2 weeks of service. The unused balance of sick and disability leave allowance shall be accumulated to the employee's credit up to 120 working days or 960 hours.

b. In addition to the normal sick leave benefits to which employees are entitled under this section, public officials appointed under s. 62.51, Wis. Stats., the director of administration and the director of employee relations shall be credited with a special sick leave account of 30 sick leave days. This special account shall be available for use until such time as 30 regular sick leave days have accrued in the normal sick leave account. As normal sick leave account days accrue, the special sick leave account shall be reduced accordingly. Unused days in the special sick leave accounts shall not be considered in the computation of any applicable benefits, including pension benefits, retirement health insurance benefits, terminal leave benefits or sick leave incentive pay benefits.

**3. DOCTOR'S CERTIFICATE.** At any point during the employee's use of sick and disability leave, the department head may require a statement from a private physician or dentist certifying the nature and seriousness of the sickness or pregnancy-related disability, or a certificate of an authorized and recognized Christian Science practitioner certifying that the employee is under Christian Science treatment.

**4. CITY CONTRACT EMPLOYER.** Service for an employer holding a city contract shall not be recognized as qualifying for sick and disability leave or as adding to a sick and disability leave accumulation even though the person so serving may have his or her name included on a city payroll.

**5. QUALIFICATION.** Any length of time during which an employee is on layoff, suspension, mandatory furlough or leave of absence, and any length of time not recognized by the annuity and pension board as accumulative of pension credit when the employee is a member of the annuity and pension system shall not be recognized as qualifying for sick and disability leave or as adding to a sick and disability leave accumulation.

**6. ELIGIBILITY.** Accrual and use of sick and disability leave allowance shall begin immediately upon employment.

**7. TRANSFER.** Whenever an employee eligible for a sick and disability leave allowance leaves the service of one employing unit of city government and accepts, by certification or transfer, service in a position in another employing unit of city government, obligation for any accumulated sick and disability leave allowance shall be assumed by the new employing unit. Separation from the service

by resignation or for cause shall cancel all unused accumulated sick and disability leave allowances. Whenever a permanent employee is laid off due to lack of work or lack of funds, any unused accumulated sick and disability leave shall continue in effect if the employee is rehired by any city department within one year. Sick and disability leave shall automatically terminate on the date of retirement of the employee or on the date an ordinary disability allowance under the retirement system becomes effective.

**8. INJURY PAY.** When an employee sustains an injury while within the scope of employment, as provided by ch. 102, Wis. Stats., and as determined by workers' compensation, the employee shall receive 66.67% of full salary as injury pay in lieu of workers' compensation for the period of time the employee is temporarily totally or temporarily partially disabled because of the injury, not to exceed 250 working days. In no case shall an employee receive injury pay for more than 250 working days during his or her period of employment with the city regardless of the number of compensable injuries. If time-off coincides with any mandatory furlough dates, the mandatory furlough time shall be rescheduled upon return to service as approved by the department head. The injury pay benefit shall be administered consistent with the 3-day waiting period under ch. 102, Wis. Stats.

**9. OPTION.** Bodily injuries shall be recognized as cause for granting sick and disability leave when they are disabling. Any employee sustaining a compensable injury or contracting a compensable disease under the Wisconsin workers' compensation law shall have the option of accepting sick and disability leave benefits or accepting workers' compensation. This option, which shall be in writing, may be terminated without prejudice to temporary total or temporary partial disability benefits under the workers' compensation act thereafter, but the termination shall not be retroactive, and any sick and disability leave already used at the time of the termination of option shall not be restored to the employee.

**10. BENEFITS.** The sick and disability leave and injury pay benefits described in this section shall be interpreted as providing sick and disability leave and injury pay limited to the period of time an employee would have worked in accordance with assigned work schedules.

**11. FIRE AND POLICE DEPARTMENT SICK AND DISABILITY PAY.**

a. Fire and police employees reporting absent on sick leave shall be governed by the rules, regulations and standard operating procedures of the fire and police departments. Each instance of sick leave for which an employee fails to comply with the requirements shall result in the employee losing entitlement to any sick leave with pay for that instance.

b. Administration and control of this subsection shall be under the chief of fire or police, respectively.

c. Nonrepresented, noncivilian fire and police department management employees who use their accumulated sick leave credit and then are placed on duty disability retirement pension, all as a result of duty-incurred injuries, shall be entitled to have their unused sick-leave credit or 30 working days of sick leave with pay, whichever is greater, added to their sick-leave accounts upon returning to active service.

**12. REFERENCE.** Reference to sick leave in any other section of the code shall apply to sick and disability leave.

**13. CITY SERVICE COMMISSION TO PREPARE RULES.** The city service commission shall prepare rules and regulations, forms and procedures of reporting sick leave.

**14. VIOLATIONS: PENALTY.** Willful violation of any provision of this section by any officer or employee, or willful making of any false report concerning illness or sick leave, shall subject the officer or employee committing the violation, or making the false report, to disciplinary action and shall be considered a cause for discharge, suspension or demotion, subject to the law and rules regulating these actions.

**15. SICK LEAVE CONTROL INCENTIVE PROGRAM.** As an incentive to eliminating abuse of sick leave and as a reward to employees with perfect attendance records, special incentive leave of up to 3 days per year with pay shall be granted to full-time employees who meet the following conditions:

- a. For each trimester period for which an individual employee has not used any sick leave or injury leave or been absent because of disciplinary actions, the employee shall earn 8 hours of special incentive leave, provided that the employee has a minimum of 12 days sick leave accumulation in his or her account prior to the trimester period. An employee shall maintain eligibility for a trimester sick-leave benefit if he or she suffered a verifiable lost-time work-related injury and returned to work for the next regularly-scheduled work shift following the occurrence of the injury.
- b. Special incentive leave time earned in trimester 1 may be used in trimester 2 or 3 of the same fiscal year; special incentive leave time earned in trimester 2 may be used in trimester 3 of the same fiscal year; and special incentive leave time earned in trimester 3 may be used in trimester 1, 2 or 3 of the following fiscal year.
- c. Special incentive leave time shall be added to the vacation leave account of the employee as it is earned. Special incentive leave time shall be administered like vacation and shall be subject to scheduling approval by the department head. The employee may elect to take cash in lieu of time-off.
- d. When special incentive leave time is used by or paid to an employee, there shall be no deduction from the employee's normal sick leave account balance.
- e. The sick leave control incentive program shall be established and administered by the department of employee relations.
- f. Payments made under the provisions of this program shall not be construed as being part of the employee's base salary and shall not be included in any fringe benefits. The payments shall not have any sum deducted for pension benefits, nor shall the payments be included in any computation establishing pension benefits or payments.

Part 15. Section 350-38 of the code is repealed and recreated to read:

- 350-38. Terminal Leave Compensation (Unused Sick Leave).** 1. ELIGIBILITY. Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, an employee in active service and employed by the city who retires under the provisions of the city's employees' retirement system, but excluding retirement on deferred or actuarially reduced pensions as they are defined under the system, shall upon retirement be entitled to a lump-sum payment under the terms and conditions provided in this subsection. The lump-sum payment shall be defined as terminal leave compensation.
2. COMPENSATION. An employee who is eligible for terminal leave compensation under sub. 1 shall upon retirement be entitled to a lump-sum payment equivalent to one 8-hour work shift's base pay for each one 8-hour work shift equivalent of the employee's earned and unused sick leave up to a maximum of 30 8-hour work shifts of pay except as otherwise required by law.
3. ADMINISTRATION. a. Terminal leave compensation shall not be construed as affecting an employee's pension benefits. Any payments made under this subsection shall not have any sum deducted for pension benefits nor shall the payments be included in establishing pension benefits or payments.
- b. Terminal leave compensation benefits may be made as part of an employee's last regular paycheck upon normal retirement.
4. RESTRICTION. An employee shall be eligible for terminal leave compensation as set forth in this subsection, but in no event shall an employee be eligible for terminal leave on more than one occasion or from more than one position classification.

Part 16. Subchapter 5 of ch. 350 of the code is renumbered to subch. 4.

Part 17. Section 350-40-1-a of the code is amended to read:

**350-40. Vacations. 1. DEFINITIONS.** a. Active service means the time spent as an ~~[[employee]]~~ >> appointed employee<< on the city ~~[[of Milwaukee]]~~ payroll in a position qualifying for fringe benefits. ~~[[In order for]]~~ >> For<< this time spent to count as active service for vacation purposes, ~~[[such]]~~ >> the<< time, together with any authorized unpaid leaves of absence and mandatory furlough time, ~~[[must]]~~ >> shall< be continuous from the date of appointment. Active service shall also include the time an ~~[[employee]]~~ >> employee<< taking a military leave would have spent on the city ~~[[of Milwaukee]]~~ payroll in a position qualifying for fringe benefits if he or she had not taken a military leave.

Part 18. Section 350-40-2 of the code is repealed and recreated to read:

**350-40. Vacations.**

**2. ELIGIBILITY.** General vacation eligibility requirements shall be as follows:

- a. Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, an employee shall be eligible to receive vacation benefits immediately upon employment.
- b. Usage of vacation shall be based on an annual pay period year.

Part 19. Section 350-40-3-0 of the code is amended to read:

**3. TIME EARNED FOR ANNUAL VACATION PERIOD.** >> Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, the following time is earned for an annual vacation period:<<

Part 20. Section 350-40-3-a-1 of the code is amended to read:

a. ~~[[Full Time Employees]]~~ >> Full-Time Employees<<.

a-1. ~~[[Management pay plan employees]]~~ >> Full-time employees<<, except the executive director of the employees' retirement system, fire chief, chief of police and public officials appointed ~~[[pursuant to]]~~ >> under<< s. 62.51, Wis. Stats., and their deputies, shall earn vacation time ~~[[for a fiscal year on a pay period]]~~ >> on an annual pay-period-year<< basis in the following manner:

Part 21. Section 350-40-3-a-1-h of the code is amended to read:

a-1-h. Effective pay period 13, 2007, if it becomes necessary to recruit a ~~[[management employee]]~~ >> fair labor standards act-exempt employee<< at a vacation rate above the minimum of 3.7 hours per pay period, the department of ~~[[employee]]~~ > employee<< relations, with the concurrence of the chair of the committee on finance and personnel, may authorize vacation at the rate of 5.3 hours per pay period which will provide a third week of vacation. A listing of appointments made ~~[[pursuant to]]~~ >> under<< this provision shall be ~~[[communicated]]~~ >> provided<< to the committee on finance and personnel.

Part 22. Section 350-40-3-a-1-i of the code is repealed.

Part 23. Section 350-40-5 of the code is repealed and recreated to read:

**5. MAXIMUM VACATION BALANCES.** The maximum amount of vacation employees can maintain in their vacation accounts shall be as follows:

- a. 176 hours for employees who have completed less than 4 years.
- b. 216 hours for employees who have completed 4 years of service but less than 9 years of service.
- c. 256 hours for employees who have completed 9 years of service but less than 14 years of service.

- d. 296 hours for employees who have completed 14 years of service but less than 21 years of service.
- e. 336 hours for employees who have completed at least 21 years of service.
- f. 352 hours for employees described in sub. 3-a-1-f.
- g. 360 hours for employees described in sub. 3-a-1-g.

Part 24. Section 350-40-9 of the code is repealed.

Part 25. Section 350-40-14 of the code is repealed.

Part 26. Section 350-40-15 is repealed and recreated to read:

## **15. POLICE AND FIRE DEPARTMENTS.**

### **a. Members of the Police Force.**

a-1 Special Service Credit. Police department employees in active service and in the following position classifications shall have time spent on duty disability pension included as years of service for computing current and prospective vacation benefits:

a-1-a Chief of police.

a-1-b Assistant chief of police.

a-1-c Deputy chief of police.

a-1-d. Police commander.

a-2. Police Heroism. The chief of police is authorized to establish departmental rules in accordance with city ordinances for granting additional vacation and off-days to members of the police force who demonstrate outstanding merit in the apprehension of criminals and meritorious acts of heroism and bravery beyond the call of duty. No more than 14 additional off-days shall be granted to any one member of the police force in a calendar year.

a-3. The amount of vacation earned by a member of the police force in 1998 for use in 1999 shall be placed in a transitional vacation account (TVA). TVA hours may be scheduled with the approval of the chief. A member of the police force may not borrow vacation hours until all of his or her TVA hours have been exhausted.

### **b. Members of the Fire Department.**

b-1 Special Service Credit. Fire department employees in active service and in the following position classifications shall have time spent on duty disability pension included as years of service for computing current and prospective vacation benefits:

b-1-a Fire chief.

b-1-b Assistant fire chief.

b-1-c. Deputy chief of fire.

b-1-d. Battalion chief.

b-1-e. Chief dispatcher of fire alarm and telegraph.

b-2. Time Earned Per Week. Employees in active service during a fiscal year and whose normal hours of work exceed 40 hours per week shall be entitled to vacation with pay during that fiscal year at the following rates:

b-2-a. 3.7 hours per pay period for employees who have completed fewer than 6 years of active service.

b-2-b. 5.6 hours per pay period for employees who have completed 6 years but fewer than 11 years of active service.

b-2-c. 8.4 hours per pay period for employees who have completed 11 years but fewer than 19 years of active service.

b-2-d. 10.2 hours per pay period for employees who have completed 19 years or more years of

active service.

b-3. Employees on Injury Leave. An employee on authorized injury leave as a result of a duty-incurred injury may use vacation scheduled during the period of the leave, provided he or she notifies his or her immediate supervisor orally of this fact prior to the start of the vacation and indicates the time when the vacation is to be used.

b-4. Employees on Sick Leave. An employee on authorized sick leave may use vacation scheduled during the period of the leave, provided he or she notifies his or her immediate supervisor orally of this fact prior to the start of the vacation and indicates the time when the vacation is to be used.

b-5. Scheduling. The assignment and scheduling of vacations with pay shall be controlled by the fire chief.

b-6. Administration. Administration and control of this subsection shall be under the fire chief.

Part 27. Section 350-40-16 of the code is repealed.

Part 28. Section 350-45-2-g of the code is amended to read:

**350-45. Accrued Time-Off Donor Program.**

**2. DONATION RULES.**

g. The types of leave eligible for donation shall be limited to vacation, compensatory time off [~~,"09"~~ days]] and time-off in lieu of holidays.

Part 29. Section 350-45-3-a of the code is repealed and recreated to read:

**3. RECIPIENTS' ELIGIBILITY CRITERIA AND RULES.** a. Eligible employees may receive donations of 2,080 hours per illness from qualified city employees regardless of department or union affiliation.

Part 30. Sections 350-45-3-j and k of the code are repealed.

Part 31. Section 350-45-4-a and b of the code is repealed and recreated to read:

**4. PARTICIPATION BY EMPLOYEE UNIONS.** a. Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, all city employees shall be eligible to participate in this program.

b. Disputes arising from the administration of this benefit shall not be subject to any challenge.

Part 32. Section 350-45-7 of the code is repealed.

Part 33. Subchapter 6 of ch. 350 of the code is renumbered subch. 5.

Part 34. Section 350-90-0, 1 and 4 of the code is repealed and recreated to read:

**350-90. Uniform and Clothing Allowance.** Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, uniform and clothing requirements shall be as follows:

**1. PROCEDURE.** The heads of all departments providing or requiring uniforms or uniform allowances shall:

a. Establish uniform and equipment requirements and specifications.

b. Determine items to be provided to employees.

- c. Requisition these items through the procedure established by the department of administration, with the exception of the health department, division of public health services.
- d. Establish procurement and inspection procedures for their respective departments.

**4. UNIFORM REPLACEMENT.** The need for and timing of uniform replacement is at the discretion of the respective department head. Items damaged or destroyed in the line of duty shall be replaced or the employee compensated at the discretion of the respective department head.

Part 35. Section 350-90-7 of the code is amended to read:

**7. PAYMENTS NOT TO AFFECT PENSION.** Payments made under ~~[[the provisions of ss. 350-90 to 350-93]]~~ >>this section<< shall not be construed as being part of the employee's base salary and shall not be included in the computation of any fringe benefits. Payments shall not have any sum deducted for pension benefits, nor shall the payments be included in any computation establishing pension benefits or payments.

Part 36. Section 350-91 of the code is repealed.

Part 37. Section 350-92-5 of the code is repealed.

Part 38. Section 350-93 of the code is repealed.

Part 39. Section 350-94 of the code is amended to read:

**350-94. ~~[[Management Employees:]] Safety Shoe Allowance.~~ ~~[[Management employees, other than those covered by s. 350-91-5, who work in a classification which requires the wearing of an approved safety shoe, shall be entitled to the standard safety shoe allowance provided to subordinate represented employees.]]~~ >>Employees working in a classification which management has determined requires the wearing of approved safety shoes shall be eligible for the standard safety shoe allowance of \$125 annually for the reimbursement of the purchase of safety shoes.<< Payments made under this section shall not be construed as being part of an employee's base salary and shall not be included in the computation of any fringe benefits. Payments shall not have any sum deducted for pension benefits, nor shall the payments be included in any computation establishing pension benefits or payments.**

Part 40. Section 350-95 of the code is created to read:

**350-95. Safety Glasses Allowance.** The city shall provide eye protection or prescription safety glasses to all full-time active employees as required by the federal occupational safety and health administration and the city and as recommended by the American national standards institute. Under s. 340-23, the department of employee relations shall issue and enforce standards for authorizing safety glasses. The city is not responsible for the eye examination to obtain the prescription, the repair or replacement of glasses damaged due to non-work related activities or negligent use by the employee.

Part 41. Subchapter 7 of ch. 350 of the code is renumbered subch. 6.

Part 42. Subchapter 8 of ch. 350 of the code is renumbered subch. 7.

Part 43. Section 350-143 of the code is repealed and recreated to read:

**350-143. Fire Department Hours of Work.** Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, the fire chief shall determine the hours of work for fire department employees.

Part 44. Subchapter 9 of ch. 350 of the code is renumbered subch. 8.

Part 45. Section 350-181-2-c is repealed and recreated to read:

**350-181. Authorized Travel Regulations and Procedures**

**2. AUTHORIZATION.**

c. Departments shall adhere to the administrative guidelines for automobile and travel allowance provided in ss. 350-181 to 350-187.

Part 46. Section 350-183-7 of the code is repealed and recreated to read:

**350-183. Private Transportation Reimbursement.**

**7. RATES.** Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, mileage incurred on official city business by an employee or official authorized to be reimbursed for use of his or her private automobile, excluding members of the common council who shall be reimbursed as provided for in sub. 8-a, shall be made once per month based on the internal revenue service standard mileage rate in effect for each mile driven on official city business.

Part 47. Section 350-188 of the code is created to read:

**350-188. Parking. 1. ASSISTANT CITY ATTORNEYS.** Assistant city attorneys shall receive parking paid for and secured by the city.

**2. POLICE ADMINISTRATION BUILDING EMPLOYEES.** Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, employees assigned to the police administration building shall be reimbursed for parking. The reimbursement shall not exceed \$125 per month, nor shall it exceed the actual monthly costs paid for by the employee. To be eligible for reimbursement, the employee shall submit all parking receipts to the police department administration. Receipts for parking paid by the month shall be submitted by the 15<sup>th</sup> of the current month. Receipts for parking paid by the day shall be submitted by the 5<sup>th</sup> of the following month.

Part 48. Subchapter 10 of ch. 350 is renumbered subch. 9.

Part 49. Section 350-204 of the code is amended to read:

**350-204. Direct Deposit for City Employees.** ~~[[Those management, nonmanagement/nonrepresented and represented/nonsworn employees ]]~~ >>Each employee<< who [ are] >>is<< capable of maintaining a financial relationship with a banking institution shall participate in the direct deposit of city pay checks.

Part 50. Section 350-206 of the code is repealed and recreated to read:

**350-206. Tuition Benefits; All Employees.** Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, employees shall be eligible for tuition benefits

relating to tuition and required textbooks. Tuition benefits shall be \$1,200 per calendar year. The following provisions apply:

1. Up to \$600 of tuition benefits per calendar year may be used for job or promotion-related certifications and license fees.
2. Up to \$1,200 in tuition benefits per calendar year may be used for job-related membership dues.
3. Police aides shall be eligible for a combined maximum of \$2,400 during the first 2 calendar years of employment.
4. The department of employee relations shall establish guidelines for the administration of tuition benefits.

Part 51. Section 350-209 of the code is amended to read:

**350-209. Hours of Labor of City Employees.** 1. ~~[[EIGHT HOUR DAY. The basic workday of all employees of the city of Milwaukee shall consist of 8 hours out of the calendar day.]]~~ >>WORKDAY. Department heads shall determine hours of work, but the basic workday of all employees of the city shall consist of 8 hours in a calendar day.<< As far as it is practicable, this workday shall conform with the established hours of business. This conformity shall not interfere with the special time schedules governing departments operating more than 8 hours in each calendar day, nor shall this provision for an 8-hour day for city employees be construed as prohibiting the creation of part-time employment or the establishment of rotative, staggered or shortened work periods.

2. ~~[[FIVE DAY WEEK ESTABLISHED]]~~ >> WORK WEEK<<. The service week of every employee or officer of the city in most cases shall be limited to 5 days' employment or duty per week, except in cases where the reduction would conflict with some legal requirement. >>This in no way prohibits a department head from establishing an alternative work schedule.<< So far as is practicable the days on which employees and officials shall not be required to work shall be Saturdays and Sundays to provide uniformity and an opportunity to take advantage of the economies of a complete shutdown of city activities. ~~[[Where the regular schedule of departmental operation requires work on these days, this work shall not be considered overtime work, and the employee shall be entitled to time off during such periods as the department head may designate.]]~~ >>If the regular schedule of departmental operation requires work on these days, this work shall not be considered overtime work, and the employee shall be entitled to time-off during such periods as the department head may designate.<<

Part 52. Section 350-225 of the code is repealed.

Part 53. Section 350-237 of the code is repealed and recreated to read:

**350-237. Exclusion from Benefits.** 1. DEFINITIONS. In this section: a. "Part-time employment" means employment which averages 20 hours per week or less.  
b. "Permanent employee" means a person who receives a provisional or emergency appointment and shall not lose rights to any employment benefits.  
c. "Provisional and emergency appointments" means special employment as is defined in the city civil service rules.  
d. "Temporary employment" means employment which averages 6 months per year or less and which does not lead toward year-around employment.

2. BENEFITS EXCLUDED. a. Except as specifically provided, any employee who is hired on a provisional, emergency or temporary employment basis, as a student aide or a volunteer auxiliary police officer shall not be eligible for the following employment benefits:  
a-1. Vacation with pay.  
a-2. Additional off-days with pay.

- a-3. Sick leave with pay.
  - a-4. Funeral leave with pay.
  - a-5. Injury pay.
  - a-6. Holiday pay.
  - a-7. Holiday differential pay.
  - a-8. Shift differential pay.
  - a-9. Jury duty with pay.
  - a-10. Military training and civil disturbance leave of absence with pay.
  - a-11. Medical benefits.
  - a-12. Group life insurance.
  - a-13. All other benefits not specifically listed in this section.
  - b. City laborers (seasonal) shall not be eligible for benefits until having completed 2,080 hours.
  - c. Part-time employees shall not be eligible for terminal leave or any retirement benefits, including health benefits, upon retirement.
  - d. Crossing guards shall not be eligible for any benefits.
- 3. BENEFITS PROVIDED.** a. Those employees listed under sub. 2 shall be eligible for the following employment benefits, but only when and to the extent provided for in other code provisions or state statutes:
- a-1. Retirement benefits.
  - a-2. Pay during time off for military induction exams.
  - b. Those employees listed under sub. 2 shall be eligible for the following benefits after completing 2,080 hours of work:
    - b-1. Vacation with pay.
    - b-2. Sick leave with pay.
    - b-3. Injury pay.
    - b-4. Shift differential pay.
    - b-5. Jury duty with pay.
    - b-6. Military training leave of absence with pay.
    - b-7. Medical benefits with the employee paying, in addition to any required employee costs, an amount equal to at least half of the city's cost of the plan selected.
    - b-8. Dental insurance. The city shall pay half of the normal at least half of the normal contribution for full-time employees.
    - b-9. Group life insurance.
    - b-10. Retirement benefits.
  - c. Those employees listed under sub. 2 shall be eligible for all other benefits on a prorated basis.
- 4. APPLICATION AND ADMINISTRATION.** a. An employee on the payroll prior to January, 1966, shall not lose any of the benefits provided to that employee, except that an employee, regardless of his or her date of placement on the city's payroll, who attained status in the city's central clerical pool on or after December 30, 1973, shall not be entitled to any of the employment benefits listed in sub. 2, as long as he or she retained status in the clerical pool. In addition, if any employee with status conferred via the clerical pool receiving the benefits specified in sub. 2 because he or she meets the criteria set forth in sub. 2 ceases to qualify for benefits according to sub. 3, that employee shall under no condition be eligible to receive benefits.
- b. The department of employee relations shall administer the provisions of this section.
  - c. No provision of this section shall be construed to prevent elected and appointed city officers from accruing all benefits, including sick leave, but excluding salary increments, listed in subs. 1 and 2 from which they are not otherwise excluded by state statute, and these officials shall accrue benefits in a like manner as all other city employees who are eligible for those benefits, and the terms of office of these officials shall be deemed as periods of employment with the city for accrual of benefits.

- d. The director of employee relations is authorized to accept a statement from elected or appointed city officers concerning sick leave usage and balance as needed to determine sick leave accruals.
- e. Elected and appointed city officers, and former elected and appointed city officers who are employees of the city, are covered by this section.
- f. Employees hired on or after July 1, 1982, to fill the positions of temporary clerk III, temporary clerk II, temporary typist II, and accounting aide in the office of the city treasurer, shall not receive any employment benefits listed in sub. 3 regardless of their previous employment status in the city service. Employees in the city treasurer's office who had previously worked in these positions prior to July 1, 1982, shall retain their benefits status.

Part 54. Section 350-239 of the code is amended to read:

**350-239. Promotion from Grade to Grade.** Promotion from one grade to the next higher grade of positions in the classified civil service shall involve a change of duties and shall be made only when a vacancy has been created by resignation, transfer, death or dismissal, or when a new position shall have been created. ~~[[Promotion shall only be made after a competitive civil service examination.]]~~

Part 55. Section 350-241 of the code is repealed and recreated to read:

**350-241. Disciplinary Grievance Procedure. 1. DEPARTMENT OF EMPLOYEE RELATIONS.**

The department of employee relations shall be the official agency for the resolution of grievances arising from warning notices and unpaid disciplinary suspensions that are not appealable to the board of city service commissioners under s. 63.43, Wis. Stats., or any other board or commission under s. 63.44, Wis. Stats.

**2. ELIGIBILITY.** Only a regularly-appointed employee who has passed probation and has received an unpaid suspension of one to 15 days may use the grievance procedure established by the department of employee relations. An employee who receives a second suspension within 6 months of the initial suspension, independent of the length of the second suspension, may file an appeal with the board of city service commissions in accordance with rule XIII, s. 2 of the civil service rules if he or she chooses to contest the discipline. An employee who is not subject to the rules of the city service commissioners under s. 63.27, Wis. Stats., is not eligible to utilize the grievance procedure established by the department of employee relations.

**3. PROCEDURE.** Employees and supervisors shall make every reasonable effort to resolve any concerns, questions or misunderstandings that have arisen from the imposition of discipline before filing grievances. The department of employee relations shall develop and administer a grievance procedure that includes a final independent review of the circumstances of the grievance and determine whether the disciplinary action was reasonable under the circumstances. An independent reviewer shall make these determinations and shall have the authority to either affirm, reduce or set aside associated disciplinary actions.

**4. REPORTS.** The city service commission shall receive an annual report of the grievances filed and resolved under this section.

Part 56. Section 350-242 of the code is created to read:

**350-242. Nature of Employee Regulations and Benefits.** Except to the extent that the city provides otherwise in a collective bargaining agreement lawfully entered into pursuant to the

Wisconsin municipal employment relations act, none of the provisions in ch. 350 of the code are intended to give rise to or create, and none of the provisions in ch. 350 should be construed by any individual employee or any group of employees as giving rise to or creating, any contractual rights or any vested rights or interests of any kind whatsoever, and all such provisions are subject to modification or revocation by the common council at any time.

Part 57. Whenever the term “employe” or “employees” appear in ch. 350, the term “employee” or “employees” is substituted.

Part 58. Certain members of Public Employees’ Union #61, LIUNA, AFL-CIO, CLC, specified in the attachment to this file, shall receive an additional week of vacation placed in a transitional vacation account for use at the employees’ discretion or to be saved until retirement.

Part 59. Parts 1, 5 to 7, 9, 46 and 58 of this ordinance take effect January 1, 2012.

Part 60. Parts 17 to 27 of this ordinance take effect pay period 1 of 2012.

Part 61. Parts 2 to 4, 8, 10 to 16, 28 to 45 and 47 to 57 take effect pay period 2 of 2012.

LRB  
APPROVED AS TO FORM

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Legislative Reference Bureau  
Date: \_\_\_\_\_  
Attorney  
IT IS OUR OPINION THAT THE ORDINANCE  
IS LEGAL AND ENFORCEABLE

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Office of the City Attorney  
Date: \_\_\_\_\_  
Requestor

Drafter  
Mary E. Turk  
11/18/11  
LRB133292-1

..Number  
110744  
..Version  
PROPOSED SUBSTITUTE A  
..Reference

..Sponsor  
THE CHAIR

..Title  
A substitute ordinance relating to employee relations, regulations and benefits for city employees.

..Sections  
340-3 cr  
Subch. 1 of ch. 350 rc  
Subch. 2 of ch. 350 rp  
Subch. 3 of ch. 350 rn  
350-30 rc  
350-33-1 rc  
350-34 cr  
Subch. 4 of ch. 350 rn  
350-35-2-b am  
350-35-3 rc  
350-35-3.5 am  
350-35-5-a rc  
350-35-6 rc  
350-37 rc  
350-38 rc  
Subch. 5 of ch. 350 rn  
350-40-1-a am  
350-40-2 rc  
350-40-3-0 am  
350-40-3-a-1 am  
350-40-3-a-1-h am  
350-40-3-a-1-i rp  
350-40-5 rc  
350-40-9 rp  
350-40-14 rp  
350-40-15 rc  
350-40-16 rp  
350-45-2-g am  
350-45-3-a rc  
350-45-3-j rp  
350-45-3-k rp  
350-45-4-a rc  
350-45-4-b rc  
350-45-7 rp

Subch. 6 of ch. 350 rn  
350-90-0 rc  
350-90-1 rc  
350-90-4 rc  
350-90-7 am  
350-91 rp  
350-92-5 rp  
350-93 rp  
350-94 am  
350-95 cr  
Subch. 7 of ch. 350 rn  
Subch. 8 of ch. 350 rn  
350-143 rc  
Subch. 9 of ch. 350 rn  
350-181-2-c am  
350-183-7 rc  
350-188 cr  
Subch. 10 of ch. 350 rn  
350-204 am  
350-206 rc  
350-209 am  
350-225 rp  
350-237 rc  
350-239 am  
350-241 rc  
350-242 cr  
..Analysis

This ordinance revises various provisions of the code relating to benefits for city employees. As a result of changes to state collective bargaining laws and the expiration of collective bargaining agreements, references to specific collective bargaining units have been eliminated and benefits for all city employees have been standardized. Included in these changes are the following:

1. Department heads are given the discretion, as permitted by applicable laws and regulations, to determine if cash or compensatory time-off shall be provided for overtime work.
2. Holiday and overtime benefits are standardized for all eligible employees.
3. The definition of overtime is changed from hours outside an employee's normal work schedule to those hours worked over 40 in a week except as otherwise provided.
4. The amount of sick time earned per year is standardized to 12 days per year.
5. The sick leave incentive program is standardized to 3 days per year.
6. The amount of injury pay benefit is reduced from 70% or 80% to 66.67%.
7. The terminal leave benefit for all employees is standardized to a maximum of 30 8-hour work shifts of pay.
8. The accrual of vacation benefits is standardized.
9. Department heads will establish requirements for and issue uniform and equipment to employees in their respective departments as necessary.

10. All miles driven on official city business are reimbursed at the internal revenue service rate.

11. A grievance procedure for warning notices and unpaid disciplinary suspensions, administered by the department of employee relations, is established.

..Body

The Mayor and Common Council of the City of Milwaukee do ordain as follows:

Part 1. Section 340-3 of the code is created to read:

**340-3. General City Policies and Procedures. 1. DECLARATION OF POLICY.** The city has a fundamental interest in the development of harmonious and cooperative relationships between city government and its employees and their employee representative groups while enhancing employee performance, maximizing efficiency and reducing costs. The city is committed to creating and maintaining strong and positive employee-management working relationships that foster improved governmental decision-making, good will, innovation and quality public services. The city is committed to supporting these goals in a way that does not diminish the mayor's and the common council's authority while recognizing the rights of employee representative groups to enter into discussions with the city in the course of the city's setting personnel policies and terms and conditions of city employment. These policies and conditions of employment do not supersede the provisions of state law, city charter, other applicable ordinances and resolutions and the civil service rules. Any related code provisions are not intended, and shall not be construed to be in conflict with, state statutes regarding collective bargaining and the recognition of employee groups or organizations.

**2. AUTHORITY OF DEPARTMENT.** The department of employee relations shall be responsible for entering into discussions with employee representative groups for the settlement of employee complaints and establishing policies and procedures necessary for the creation of positive, productive and efficient workplaces. The department shall:

a. Meet and confer with employees and employee groups for the purpose of communicating, soliciting and exchanging information, views, ideas and interests concerning wages, hours, and other conditions of employment.

b. Provide, if requested, written documents to employee representative groups of any jointly-recommended changes to be heard or acted upon by the common council.

c. Establish the use of seniority for vacation selection, job-picking assignments and other assignments that provide for premium payments where this process is used and where no operational disruptions are created.

d. Have authority to oversee and resolve all complaints raised by employees.

**3. REQUIREMENTS OF ALL DEPARTMENTS.** City officials appointed under s. 62.51, Wis. Stats., and department heads shall cooperate with the department of employee relations in the discharge of the duties set forth in this chapter and in implementing any directives issued by the department of employee relations. City officials and department heads shall:

- a. Communicate departmental rules and procedures with employees and employee representative groups and provide reasonable notice of changes to work rules, practices or policies.
- b. Engage employees and employee representative groups in the city's decision making processes concerning relevant personnel matters and operational issues by soliciting their input and feedback when appropriate.
- c. Identify and communicate procedures available to employees and employee representative groups who allege that a departmental policy, rule or procedure has not been properly applied.
- d. Offer, to the extent possible, overtime assignments first to employees who volunteer, and then assign, on a rotating basis, among those employees who volunteered. In cases where there are no volunteers for overtime, all employees shall perform the work starting with the least senior employee.

Part 2. Subchapter 1 of ch. 350 of the code is repealed and recreated to read:

SUBCHAPTER 1  
HOLIDAY AND OVERTIME POLICIES

**350-1. Definitions.** In this chapter, unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, the following definitions shall apply:

- 1. HOLIDAY, except as specifically covered by other provisions of the code such as those pertaining to or for employees represented by a collective bargaining unit, means:
  - a. New Year's Day - January 1.
  - b. Good Friday.
  - c. Memorial Day - Last Monday in May.
  - d. Independence Day - July 4.
  - e. Labor Day - The 1st Monday in September.
  - f. Thanksgiving Day - The 4th Thursday in November or the day appointed by the governor of Wisconsin as a day of public thanksgiving in each year.
  - g. The day after Thanksgiving Day.
  - h. Christmas Day - December 25.
  - i. The last normal work day before Christmas Day.
  - j. The last normal work day before New Year's Day.
  - k. Dr. Martin Luther King Jr.'s birthday - the 3rd Monday in January.
- 2. OVERTIME means the authorized hours worked in excess of 40 hours in one week.
- 3. TIME AND ONE-HALF means compensation per hour worked, determined by dividing the biweekly rate by 80 and multiplying by 1.5, unless otherwise provided.
- 4. TIME WORKED means the hours worked during scheduled work periods, all holiday hours paid but not worked and all furlough hours not worked.

**350-2. Holidays, General Provisions.** 1. WEEKEND HOLIDAY. Whenever Independence Day (July 4) falls on a Saturday, the preceding Friday shall be observed as a holiday. Whenever New Year's Day (January 1) and Christmas Day (December 25) fall on a Saturday, the following Monday shall be observed as a holiday. When New Year's Day, Independence Day or Christmas Day falls on a Sunday, the following Monday shall be observed as a holiday.

**2. EMPLOYEES REPRESENTED BY A COLLECTIVE BARGAINING UNIT.** For employees represented by collective bargaining units, the holiday schedule shall be as stated in their effective collective bargaining agreements, including any pertinent agreed-upon memoranda.

**3. STATUTORY COMPLIANCE.** Any statutory provisions establishing legal holidays on days other than those set forth under the definition of the term "holiday" in s. 350-1-1 shall not be observed in a manner resulting in a shorter workweek for general city employees. If the state of Wisconsin enacts a statute under which some or all of the holidays enumerated in s. 350-1-1 are established or observed as so-called Monday holidays, the city will move to observation of such law, but the conformance to state law shall not increase or diminish the number of holidays with pay granted annually.

**350-3. Uniform Overtime Policies.** Except as provided in s. 350-6, or unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, the following overtime policies shall be applied uniformly to positions in the city service.

**1. CASH OR COMPENSATORY TIME.** The determination as to whether overtime shall be taken as cash or compensatory time shall be made by each department head in consultation with the budget and management division. Department heads shall notify employees of whether cash or compensatory time-off is being offered for overtime worked prior to the actual work being performed. If notification is not provided that compensatory time is being offered for overtime worked, cash shall be paid for the overtime worked.

**2. AS OVERTIME ONLY.** When computing overtime of either type, time compensated for any reason on an overtime basis shall not be counted in computing further overtime.

**3. RATE.** Overtime shall be compensated, whether as cash or compensatory time, at time-and-one-half rates.

**4. AUTHORIZATION.** Department heads are authorized to order overtime work, and no overtime shall be worked unless so ordered.

**5. HOLIDAYS.** All hours worked on a holiday by an eligible, fair labor standards act non-exempt employee shall be considered overtime.

**6. CHANGE OF SHIFT.** For departments that have regularly-scheduled multiple shifts, employees who are provided with less than 48 hours notice of a change in shift shall receive overtime for all hours worked during the subsequent 48-hour period.

**7. EXCLUSIONS.** Nothing contained within this section is intended to authorize or require overtime compensation for employees who are excluded from overtime compensation by other provisions of the code.

**350-4. General Overtime Procedures and Regulations.** **1. EARNED OVERTIME AND EARNED VACATION TIME, TO BE PAID IN CASE OF DEATH.** A city officer or employee shall be allowed time with pay, notwithstanding the death of the officer or employee, for earned vacation time which has accrued. A city officer or employee shall be allowed time with pay, notwithstanding the death of the officer or employee for recorded and certified overtime which has accrued, not exceeding 120 hours worked or 180 hours for which time-off may be taken, to which the employee was entitled at the time of death. The proper city officers shall include overtime and vacation time on the regular or supplementary payroll to accomplish the purpose of this section.

**2. REPORTING OVERTIME REQUIRED.** a. To Employee Relations. A report of all overtime employment, whether compensated for in cash or by compensatory time-off

allowed by each department, shall be submitted to the director of employee relations with the payroll for the period in which the overtime was authorized for a review of the necessity of the overtime employment. The director of employee relations shall prescribe the form of the report of overtime worked or compensatory time taken off, and the number and disposition of copies. In case of departmental error or omission in reporting overtime worked or time taken off, supplementary reports shall be submitted by the departments in order that payroll checks shall reflect correct amounts, and overtime records shall indicate the exact number of hours of overtime worked or time taken off.

b. To Common Council. From the departmental reports of overtime worked or compensatory time taken off, the director of employee relations shall prepare consolidated reports of the overtime worked or time taken off, and shall submit the consolidated reports together with other appropriate information to the common council at regular intervals.

c. Accumulated Overtime. If an employee accumulates a total of 180 hours of compensatory time-off, or 120 hours of overtime worked for which time-off may be taken, the director of employee relations shall initiate a schedule to eliminate the overtime backlog, investigate the cause and justification of the overtime work and, when possible, institute such recommended procedures as may be necessary to eliminate the need for overtime work. In each case, the director of employee relations shall provide to the common council a report of the overtime and the recommendations made or action taken to reduce or eliminate the overtime work.

d. Overtime Studies. On the basis of regular and special reports, the common council shall regularly review the overtime worked by each department, require the presence of department heads or supervisors empowered to authorize overtime work for supporting or explaining its need, and establish rules as may be deemed necessary for controlling overtime work.

**3. OVERTIME NOT TO BE USED FOR RETIREMENT CREDIT.** No overtime period of service, nor the compensation received, shall be counted as accruing toward credit or deduction on any annuity or pension rights.

**350-5. Exclusion from Overtime. 1. POSITIONS EXCLUDED.** The director of employee relations shall determine the positions that shall be exempt from the overtime provisions of this chapter.

**2. FLEXIBLE SCHEDULE.** Employees of positions that work a minimum average of 40 hours per week, normally consisting of 5 workdays of 8 hours each, shall be considered to work on a flexible schedule within the limits of a 40-hour week, dependent on existing workload demands and with the approval of department heads. Under this flexible schedule provision, the daily work schedule of employees may be adjusted as necessary and appropriate to fulfill their assigned duties and responsibilities. The adjustments may include starting and quitting times that are earlier or later than established in the normal work schedule of a department and may include hours of work that are more or less than 8 hours in any particular day, within the limits described. This flexible schedule provision shall not be construed as allowing compensatory time-off at the rate of time and one-half, allowing time-off for extended personal illness without charge to sick leave, or allowing time-off for extended vacation.

**3. ADMINISTRATION.** Department heads shall enforce this section as it applies to personnel within their departments. The director of employee relations shall interpret the provisions of this section and report to the finance and personnel committee any problems or abuses concerning the interpretation or administration of this section.

**4. TO BE USED WITHIN 2 YEARS.** All employees entering positions excluded from payment in cash or compensatory time-off for overtime worked by these or any other provisions of the code shall take off any overtime balance previously earned within a 2-year period from the time of entering the position.

**350-6. Compliance with the Fair Labor Standards Act.** In accordance with the provisions of the federal fair labor standards act, the:

**1.** Director of employee relations shall determine the positions and classes that are covered by the act and transmit appropriate guidelines and instructions for carrying out the applicable provisions of the act to city departments and agencies.

**2.** Comptroller shall develop and establish payroll recordkeeping, payment inclusions and payroll practices to ensure good-faith compliance with the act.

**3.** Director of employee relations shall issue a policy statement prohibiting departments and agencies from docking employees exempt from the act for partial-day absences and institute a policy for those employees to make up the time, consistent with departmental operations.

**4.** Labor negotiator shall meet with appropriate representatives to discuss and clarify city compliance policies.

Part 3. Subchapter 2 of ch. 350 of the code is repealed.

Part 4. Subchapter 3 of ch. 350 of the code is renumbered to subch. 2.

Part 5. Section 350-30 of the code is repealed and recreated to read:

**350-30. Health Benefits. 1. PAYMENTS OF PREMIUMS, CLAIMS AND ADMINISTRATIVE FEES AUTHORIZED.** The department of employee relations, division of employee benefits, is authorized to contract for insured or self-insured healthcare benefits for city employees and to make payments to an insurance company or fees and health care claims to a third-party administrator if the city self-funds the health insurance benefits.

**2. EFFECTIVE DATE.** Payment of premiums or claims accrued prior to January 1, 2012, shall be paid and then cease as of December 31, 2011. Subsequent payment of premiums or claims by the city shall commence on January 1, 2012.

**3. ADDITIONAL COMPENSATION.** Nothing contained in this section shall in any manner be construed or interpreted to mean that any additional compensation is being, or shall be, paid to any employee or officer of the city; nor shall any such person have or assert any claim against the city for payment to the person of any amount by reason of any provision of the code relating to the payment of premiums for city employees or officers of the city.

**4. EMPLOYEE PAYMENTS.** a. Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, every city employee shall be

responsible for 12% of the health insurance premium selected by the employee as determined by the department of employee relations working with a consultant and an actuary to determine the total cost of the plan.

b. Every city employee shall be responsible for deductibles, co-payments or other charges as shall be determined by the common council.

**5. ELIGIBILITY FOR NEW EMPLOYEES.** New employees eligible for enrollment in health insurance are eligible for insurance on the 31<sup>st</sup> day of employment.

Determination of eligibility shall be made by the department of employee relations.

**6. ADMINISTRATION.** The department of employee relations shall administer this section.

Part 6. Section 350-33-1 of the code is repealed and recreated to read:

**350-33. Long-Term Disability Insurance. 1. PROGRAM AUTHORIZED, PAYMENT OF PREMIUMS.** The department of employee relations is authorized to enter into contracts on behalf of the city for the purchase of long-term disability benefits for eligible employees or groups as determined by the department of employee relations. The city shall pay the cost of benefits after a 180-day waiting period, and the policy may provide that an employee may elect to pay the vendor selected by the department of employee relations for a shorter waiting period, such as 60, 90 or 120 days.

Part 7. Section 350-34 of the code is created to read:

**350-34. Dental Insurance. 1. PROGRAM AUTHORIZED, PAYMENT OF PREMIUMS.** The department of employee relations is authorized to contract with dental providers and to determine dental benefits for city employees. The department of employee relations is authorized to make payments to dental insurance providers for these benefits.

2. ELIGIBILITY. The department of employee relations shall be authorized to determine eligibility for dental benefits.

3. EMPLOYEE CONTRIBUTIONS. The department of employee relations is authorized to pay \$13 per month for single dental and \$37.50 per month for family dental coverage. Each employee shall be responsible for the balance of the premium. The department of employee relations shall communicate information about these benefits to eligible employees.

Part 8. Subchapter 4 of ch. 350 of the code is renumbered to subch. 3.

Part 9. Section 350-35-2-b of the code is amended to read:

**350-35. Leave of Absence Policies.**

**2. RUNNING FOR POLITICAL OFFICE.**

b. Reinstatement Rights. In the case of his or her election, the elected official shall, upon request, be granted a leave of absence from his or her position of municipal employment, and ~~[[such]]~~ >>the<< leave of absence shall carry reinstatement rights to be exercised not later than one year from the expiration of his or her elected term of

office, and ~~[[such]]~~ >>the<< reinstatement may be either to his or her position formerly held or to a position having substantially similar requirements, responsibilities and salary; provided, however, that any ~~[[such]]~~ reinstatement may be made only to fill a vacancy and shall not be made if the effect would be to displace a regularly and permanently appointed successor. This paragraph shall apply only to personnel holding ~~[[permanent nonexempt]]~~ >>civil service<< positions under the control of the common council.

Part 10. Section 350-35-3 of the code is repealed and recreated to read:

**3. TIME-OFF FOR JURY DUTY.** Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, employees shall be granted time-off with pay for reporting for jury duty or jury service upon presentation of satisfactory evidence relating to this duty or service. Employees shall retain all compensation received for jury-duty service, but shall have deducted from their city pay an amount equal to the compensation received by them for jury duty, exclusive of travel pay and pay for jury duty performed on off-duty days. No greater amount of time shall be granted than necessary, and in any case, if an employee is called for jury duty and reports therefor without receiving a jury assignment for that day, or if the employee is engaged in jury duty or service for a part of a day, the employee shall, if his or her city work is available, report for the performance of city duties for the remainder of the day. If jury duty coincides with any mandatory furlough dates, the employee shall not be paid salary from the city on those dates but shall be allowed to retain jury-duty compensation.

Part 11. Section 350-35-3.5 of the code is amended to read:

**3.5. TIME-OFF FOR COURT SUBPOENAS.** ~~[[Nonmanagement nonrepresented employees]]~~ >>Employees<< shall be granted time-off with pay, upon presentation of satisfactory evidence relating to this duty, under a subpoena to appear in court during working hours with respect to any incident which occurred while the employees were at work. Compensation received, exclusive of travel pay, for this duty shall be immediately paid over to the city treasurer and shall be credited to the general fund, provided, however, that payment for the duty may be retained by employees for appearances made on off-duty hours. If court subpoena appearances coincide with any mandatory furlough dates, the employee shall not be paid salary from the city on those dates but shall be allowed to retain court subpoena appearance compensation.

Part 12. Section 350-35-5-a of the code is repealed and recreated to read:

**5. FUNERAL LEAVE.** a. Immediate Family. Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, funeral leave shall cover necessary absence from duty of a general city employee because of death in the immediate family of the employee. "Immediate family" is defined as husband or wife, child, stepchild, brother, sister, parent, stepparent, mother-in-law, father-in-law, brother-in-law, sister-in-law or grandchild of the employee. "Brother-in-law" and "sister-in-law"

includes a spouse's sibling's spouse. "Immediate family" includes stepparents and stepchildren by virtue of the employee's current spouse. Eligibility to use stepparent funeral leave benefits shall be limited to one stepmother and one stepfather regardless of the number of stepparents. "Immediate family" also includes an employee's domestic partner, if the domestic partnership is registered with the department of employee relations under s. 350-245 or was registered with the city clerk as provided in s. 111-3 in effect prior to October 30, 2009. In the case of a death in the immediate family, an employee working a regular or alternative work schedule may be granted a leave of absence not to exceed 3 8-hour work days with pay. These work days shall be limited to work days falling within the 10 consecutive calendar-day period that begins on the day of death. One day with pay may be used to attend the funeral of a grandparent of the employee. If funeral leave coincides with any mandatory furlough dates, the mandatory furlough time shall be rescheduled as approved by the department head.

Part 13. Section 350-35-6 of the code is repealed and recreated to read:

- 6. UNPAID EDUCATIONAL LEAVES OF ABSENCE.** a. Purpose. The purpose of the unpaid educational leave of absence is to provide for educational or professional development of employees. In no case shall the leave be used by the employee for purpose of pursuing other paid employment.
- b. Eligibility. Employees with at least 5 years of service shall be eligible for an unpaid educational leave of absence of up to one month and employees with at least 10 years of service shall be eligible for an unpaid educational leave of absence for up to 2 months.
- c. Approval. Department heads may authorize these unpaid leaves of absence and shall approve the timing of the leaves.
- d. Payments. The city shall continue to make health, dental and life insurance payments for employees who are on unpaid educational leave of absence.
- e. Reinstatement. Employees who are granted an unpaid educational leave of absence shall be entitled to reinstatement to their original positions upon return from leave.
- f. Additional Unpaid Leave. Nothing included in this subsection prohibits additional unpaid leave time from being granted under the rules of the city service commission, subject to department head approval.

Part 14. Section 350-37 of the code is repealed and recreated to read:

**350-37. Sick and Disability Leave.** Sick and disability leave shall cover necessary absence from duty of an employee because of the employee's personal illness or pregnancy-related disability, bodily injury or exclusion from employment because of exposure to contagious disease by the employee. In addition, an employee may request the substitution of sick leave for family leave under the state family and medical leave act, s. 103.10, Wis. Stats. Employees may not use sick and disability leave for furlough days. Employees may accrue time earned for sick and disability leave purposes while serving mandatory furlough time.

- 1. TIME GRANTED.** a. Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, an eligible employee of the city who serves on a full-time basis may accrue 12 working days' sick and disability leave with pay during any year. City seasonal laborers shall be eligible to accrue sick and disability leave credit for a maximum of one year of actual service, but they may not be paid sick and disability leave until they become regular city laborers or sanitation workers. Employees who serve the city on less than a full-time basis who qualify in all other respects may be granted a proportionate amount of sick and disability leave.

b. At the discretion of the department head, an employee may be excused for a paid absence of 2 hours or less to attend doctor or dentist appointments without reporting them as paid sick leave on no more than 3 separate occasions during a calendar year.
- 2. ACCUMULATIVE BASIS.** a. Every permanent employee shall be granted sick and disability leave with pay at the rate of 3.7 work hours for each 2 weeks of service. The unused balance of sick and disability leave allowance shall be accumulated to the employee's credit up to 120 working days or 960 hours.

b. In addition to the normal sick leave benefits to which employees are entitled under this section, public officials appointed under s. 62.51, Wis. Stats., the director of administration and the director of employee relations shall be credited with a special sick leave account of 30 sick leave days. This special account shall be available for use until such time as 30 regular sick leave days have accrued in the normal sick leave account. As normal sick leave account days accrue, the special sick leave account shall be reduced accordingly. Unused days in the special sick leave accounts shall not be considered in the computation of any applicable benefits, including pension benefits, retirement health insurance benefits, terminal leave benefits or sick leave incentive pay benefits.
- 3. DOCTOR'S CERTIFICATE.** At any point during the employee's use of sick and disability leave, the department head may require a statement from a private physician or dentist certifying the nature and seriousness of the sickness or pregnancy-related disability, or a certificate of an authorized and recognized Christian Science practitioner certifying that the employee is under Christian Science treatment.
- 4. CITY CONTRACT EMPLOYER.** Service for an employer holding a city contract shall not be recognized as qualifying for sick and disability leave or as adding to a sick and disability leave accumulation even though the person so serving may have his or her name included on a city payroll.
- 5. QUALIFICATION.** Any length of time during which an employee is on layoff, suspension, mandatory furlough or leave of absence, and any length of time not recognized by the annuity and pension board as accumulative of pension credit when the employee is a member of the annuity and pension system shall not be recognized as qualifying for sick and disability leave or as adding to a sick and disability leave accumulation.
- 6. ELIGIBILITY.** Accrual and use of sick and disability leave allowance shall begin immediately upon employment.
- 7. TRANSFER.** Whenever an employee eligible for a sick and disability leave allowance leaves the service of one employing unit of city government and accepts, by certification or transfer, service in a position in another employing unit of city government, obligation for any accumulated sick and disability leave allowance shall be

assumed by the new employing unit. Separation from the service by resignation or for cause shall cancel all unused accumulated sick and disability leave allowances. Whenever a permanent employee is laid off due to lack of work or lack of funds, any unused accumulated sick and disability leave shall continue in effect if the employee is rehired by any city department within one year. Sick and disability leave shall automatically terminate on the date of retirement of the employee or on the date an ordinary disability allowance under the retirement system becomes effective.

**8. INJURY PAY.** When an employee sustains an injury while within the scope of employment, as provided by ch. 102, Wis. Stats., and as determined by workers' compensation, the employee shall receive 66.67% of full salary as injury pay in lieu of workers' compensation for the period of time the employee is temporarily totally or temporarily partially disabled because of the injury, not to exceed 250 working days. In no case shall an employee receive injury pay for more than 250 working days during his or her period of employment with the city regardless of the number of compensable injuries. If time-off coincides with any mandatory furlough dates, the mandatory furlough time shall be rescheduled upon return to service as approved by the department head. The injury pay benefit shall be administered consistent with the 3-day waiting period under ch. 102, Wis. Stats.

**9. OPTION.** Bodily injuries shall be recognized as cause for granting sick and disability leave when they are disabling. Any employee sustaining a compensable injury or contracting a compensable disease under the Wisconsin workers' compensation law shall have the option of accepting sick and disability leave benefits or accepting workers' compensation. This option, which shall be in writing, may be terminated without prejudice to temporary total or temporary partial disability benefits under the workers' compensation act thereafter, but the termination shall not be retroactive, and any sick and disability leave already used at the time of the termination of option shall not be restored to the employee.

**10. BENEFITS.** The sick and disability leave and injury pay benefits described in this section shall be interpreted as providing sick and disability leave and injury pay limited to the period of time an employee would have worked in accordance with assigned work schedules.

**11. FIRE AND POLICE DEPARTMENT SICK AND DISABILITY PAY.**

a. Fire and police employees reporting absent on sick leave shall be governed by the rules, regulations and standard operating procedures of the fire and police departments. Each instance of sick leave for which an employee fails to comply with the requirements shall result in the employee losing entitlement to any sick leave with pay for that instance.

b. Administration and control of this subsection shall be under the chief of fire or police, respectively.

c. Nonrepresented, noncivilian fire and police department management employees who use their accumulated sick leave credit and then are placed on duty disability retirement pension, all as a result of duty-incurred injuries, shall be entitled to have their unused sick-leave credit or 30 working days of sick leave with pay, whichever is greater, added to their sick-leave accounts upon returning to active service.

**12. REFERENCE.** Reference to sick leave in any other section of the code shall apply to sick and disability leave.

**13. CITY SERVICE COMMISSION TO PREPARE RULES.** The city service commission shall prepare rules and regulations, forms and procedures of reporting sick leave.

**14. VIOLATIONS: PENALTY.** Willful violation of any provision of this section by any officer or employee, or willful making of any false report concerning illness or sick leave, shall subject the officer or employee committing the violation, or making the false report, to disciplinary action and shall be considered a cause for discharge, suspension or demotion, subject to the law and rules regulating these actions.

**15. SICK LEAVE CONTROL INCENTIVE PROGRAM.** As an incentive to eliminating abuse of sick leave and as a reward to employees with perfect attendance records, special incentive leave of up to 3 days per year with pay shall be granted to full-time employees who meet the following conditions:

a. For each trimester period for which an individual employee has not used any sick leave or injury leave or been absent because of disciplinary actions, the employee shall earn 8 hours of special incentive leave, provided that the employee has a minimum of 12 days sick leave accumulation in his or her account prior to the trimester period. An employee shall maintain eligibility for a trimester sick-leave benefit if he or she suffered a verifiable lost-time work-related injury and returned to work for the next regularly-scheduled work shift following the occurrence of the injury.

b. Special incentive leave time earned in trimester 1 may be used in trimester 2 or 3 of the same fiscal year; special incentive leave time earned in trimester 2 may be used in trimester 3 of the same fiscal year; and special incentive leave time earned in trimester 3 may be used in trimester 1, 2 or 3 of the following fiscal year.

c. Special incentive leave time shall be added to the vacation leave account of the employee as it is earned. Special incentive leave time shall be administered like vacation and shall be subject to scheduling approval by the department head. The employee may elect to take cash in lieu of time-off.

d. When special incentive leave time is used by or paid to an employee, there shall be no deduction from the employee's normal sick leave account balance.

e. The sick leave control incentive program shall be established and administered by the department of employee relations.

f. Payments made under the provisions of this program shall not be construed as being part of the employee's base salary and shall not be included in any fringe benefits. The payments shall not have any sum deducted for pension benefits, nor shall the payments be included in any computation establishing pension benefits or payments.

Part 15. Section 350-38 of the code is repealed and recreated to read:

**350-38. Terminal Leave Compensation (Unused Sick Leave). 1. ELIGIBILITY.**

Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, an employee in active service and employed by the city who retires under the provisions of the city's employees' retirement system, but excluding retirement on deferred or actuarially reduced pensions as they are defined under the system, shall upon retirement be entitled to a lump-sum payment under the terms and conditions provided in this subsection. The lump-sum payment shall be defined as terminal leave compensation.

**2. COMPENSATION.** An employee who is eligible for terminal leave compensation under sub. 1 shall upon retirement be entitled to a lump-sum payment equivalent to one 8-hour work shift's base pay for each one 8-hour work shift equivalent of the employee's earned and unused sick leave up to a maximum of 30 8-hour work shifts of pay except as otherwise required by law.

**3. ADMINISTRATION.** a. Terminal leave compensation shall not be construed as affecting an employee's pension benefits. Any payments made under this subsection shall not have any sum deducted for pension benefits nor shall the payments be included in establishing pension benefits or payments.

b. Terminal leave compensation benefits may be made as part of an employee's last regular paycheck upon normal retirement.

**4. RESTRICTION.** An employee shall be eligible for terminal leave compensation as set forth in this subsection, but in no event shall an employee be eligible for terminal leave on more than one occasion or from more than one position classification.

Part 16. Subchapter 5 of ch. 350 of the code is renumbered to subch. 4.

Part 17. Section 350-40-1-a of the code is amended to read:

**350-40. Vacations. 1. DEFINITIONS.** a. Active service means the time spent as an ~~[[employee]]~~ >>appointed employee<< on the city ~~[[of Milwaukee]]~~ payroll in a position qualifying for fringe benefits. ~~[[In order for]]~~ >>For<< this time spent to count as active service for vacation purposes, ~~[[such]]~~ >>the<< time, together with any authorized unpaid leaves of absence and mandatory furlough time, ~~[[must]]~~ >>shall<< be continuous from the date of appointment. Active service shall also include the time an ~~[[employee]]~~ >>employee<< taking a military leave would have spent on the city ~~[[of Milwaukee]]~~ payroll in a position qualifying for fringe benefits if he or she had not taken a military leave.

Part 18. Section 350-40-2 of the code is repealed and recreated to read:

**350-40. Vacations.**

**2. ELIGIBILITY.** General vacation eligibility requirements shall be as follows:

a. Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, an employee shall be eligible to receive vacation benefits immediately upon employment.

b. Usage of vacation shall be based on an annual pay period year.

Part 19. Section 350-40-3-0 of the code is amended to read:

**3. TIME EARNED FOR ANNUAL VACATION PERIOD.** >>Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, the following time is earned for an annual vacation period:<<

Part 20. Section 350-40-3-a-1 of the code is amended to read:

- a. ~~[[Full Time Employees]]~~ >> Full-Time Employees<<.
- a-1. ~~[[Management pay plan employees]]~~ >> Full-time employees<<, except the executive director of the employees' retirement system, fire chief, chief of police and public officials appointed ~~[[pursuant to]]~~ >> under<< s. 62.51, Wis. Stats., and their deputies, shall earn vacation time ~~[[for a fiscal year on a pay period]]~~ >> on an annual pay-period-year<< basis in the following manner:

Part 21. Section 350-40-3-a-1-h of the code is amended to read:

a-1-h. Effective pay period 13, 2007, if it becomes necessary to recruit a ~~[[management employe]]~~ >> fair labor standards act-exempt employee<< at a vacation rate above the minimum of 3.7 hours per pay period, the department of ~~[[employe]]~~ >> employee<< relations, with the concurrence of the chair of the committee on finance and personnel, may authorize vacation at the rate of 5.3 hours per pay period which will provide a third week of vacation. A listing of appointments made ~~[[pursuant to]]~~ >> under<< this provision shall be ~~[[communicated]]~~ >> provided<< to the committee on finance and personnel.

Part 22. Section 350-40-3-a-1-i of the code is repealed.

Part 23. Section 350-40-5 of the code is repealed and recreated to read:

**5. MAXIMUM VACATION BALANCES.** The maximum amount of vacation employees can maintain in their vacation accounts shall be as follows:

- a. 176 hours for employees who have completed less than 4 years.
- b. 216 hours for employees who have completed 4 years of service but less than 9 years of service.
- c. 256 hours for employees who have completed 9 years of service but less than 14 years of service.
- d. 296 hours for employees who have completed 14 years of service but less than 21 years of service.
- e. 336 hours for employees who have completed at least 21 years of service.
- f. 352 hours for employees described in sub. 3-a-1-f.
- g. 360 hours for employees described in sub. 3-a-1-g.

Part 24. Section 350-40-9 of the code is repealed.

Part 25. Section 350-40-14 of the code is repealed.

Part 26. Section 350-40-15 is repealed and recreated to read:

**15. POLICE AND FIRE DEPARTMENTS.**

a. Members of the Police Force.

a-1 Special Service Credit. Police department employees in active service and in the following position classifications shall have time spent on duty disability pension included as years of service for computing current and prospective vacation benefits:

- a-1-a Chief of police.
- a-1-b Assistant chief of police.
- a-1-c. Deputy chief of police.
- a-1-d. Police commander.
- a-2. Police Heroism. The chief of police is authorized to establish departmental rules in accordance with city ordinances for granting additional vacation and off-days to members of the police force who demonstrate outstanding merit in the apprehension of criminals and meritorious acts of heroism and bravery beyond the call of duty. No more than 14 additional off-days shall be granted to any one member of the police force in a calendar year.
- a-3. The amount of vacation earned by a member of the police force in 1998 for use in 1999 shall be placed in a transitional vacation account (TVA). TVA hours may be scheduled with the approval of the chief. A member of the police force may not borrow vacation hours until all of his or her TVA hours have been exhausted.
- b. Members of the Fire Department.
  - b-1 Special Service Credit. Fire department employees in active service and in the following position classifications shall have time spent on duty disability pension included as years of service for computing current and prospective vacation benefits:
    - b-1-a Fire chief.
    - b-1-b Assistant fire chief.
    - b-1-c. Deputy chief of fire.
    - b-1-d. Battalion chief.
    - b-1-e. Chief dispatcher of fire alarm and telegraph.
  - b-2. Time Earned Per Week. Employees in active service during a fiscal year and whose normal hours of work exceed 40 hours per week shall be entitled to vacation with pay during that fiscal year at the following rates:
    - b-2-a. 3.7 hours per pay period for employees who have completed fewer than 6 years of active service.
    - b-2-b. 5.6 hours per pay period for employees who have completed 6 years but fewer than 11 years of active service.
    - b-2-c. 8.4 hours per pay period for employees who have completed 11 years but fewer than 19 years of active service.
    - b-2-d. 10.2 hours per pay period for employees who have completed 19 years or more years of active service.
  - b-3. Employees on Injury Leave. An employee on authorized injury leave as a result of a duty-incurred injury may use vacation scheduled during the period of the leave, provided he or she notifies his or her immediate supervisor orally of this fact prior to the start of the vacation and indicates the time when the vacation is to be used.
  - b-4. Employees on Sick Leave. An employee on authorized sick leave may use vacation scheduled during the period of the leave, provided he or she notifies his or her immediate supervisor orally of this fact prior to the start of the vacation and indicates the time when the vacation is to be used.
  - b-5. Scheduling. The assignment and scheduling of vacations with pay shall be controlled by the fire chief.
  - b-6. Administration. Administration and control of this subsection shall be under the fire chief.

Part 27. Section 350-40-16 of the code is repealed.

Part 28. Section 350-45-2-g of the code is amended to read:

**350-45. Accrued Time-Off Donor Program.**

**2. DONATION RULES.**

g. The types of leave eligible for donation shall be limited to vacation, compensatory time off [~~,"09" days~~] and time-off in lieu of holidays.

Part 29. Section 350-45-3-a of the code is repealed and recreated to read:

**3. RECIPIENTS' ELIGIBILITY CRITERIA AND RULES.** a. Eligible employees may receive donations of 2,080 hours per illness from qualified city employees regardless of department or union affiliation.

Part 30. Sections 350-45-3-j and k of the code are repealed.

Part 31. Section 350-45-4-a and b of the code is repealed and recreated to read:

**4. PARTICIPATION BY EMPLOYEE UNIONS.** a. Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, all city employees shall be eligible to participate in this program.

b. Disputes arising from the administration of this benefit shall not be subject to any challenge.

Part 32. Section 350-45-7 of the code is repealed.

Part 33. Subchapter 6 of ch. 350 of the code is renumbered subch. 5.

Part 34. Section 350-90-0, 1 and 4 of the code is repealed and recreated to read:

**350-90. Uniform and Clothing Allowance.** Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, uniform and clothing requirements shall be as follows:

**1. PROCEDURE.** The heads of all departments providing or requiring uniforms or uniform allowances shall:

a. Establish uniform and equipment requirements and specifications.

b. Determine items to be provided to employees.

c. Requisition these items through the procedure established by the department of administration, with the exception of the health department, division of public health services.

d. Establish procurement and inspection procedures for their respective departments.

**4. UNIFORM REPLACEMENT.** The need for and timing of uniform replacement is at the discretion of the respective department head. Items damaged or destroyed in the

line of duty shall be replaced or the employee compensated at the discretion of the respective department head.

Part 35. Section 350-90-7 of the code is amended to read:

**7. PAYMENTS NOT TO AFFECT PENSION.** Payments made under ~~[[the provisions of ss. 350-90 to 350-93]]~~ >>this section<< shall not be construed as being part of the employee's base salary and shall not be included in the computation of any fringe benefits. Payments shall not have any sum deducted for pension benefits, nor shall the payments be included in any computation establishing pension benefits or payments.

Part 36. Section 350-91 of the code is repealed.

Part 37. Section 350-92-5 of the code is repealed.

Part 38. Section 350-93 of the code is repealed.

Part 39. Section 350-94 of the code is amended to read:

**350-94. ~~[[Management Employees:]] Safety Shoe Allowance.~~** ~~[[Management employees, other than those covered by s. 350-91-5, who work in a classification which requires the wearing of an approved safety shoe, shall be entitled to the standard safety shoe allowance provided to subordinate represented employees.]]~~ >>Employees working in a classification which management has determined requires the wearing of approved safety shoes shall be eligible for the standard safety shoe allowance of \$125 annually for the reimbursement of the purchase of safety shoes.<< Payments made under this section shall not be construed as being part of an employee's base salary and shall not be included in the computation of any fringe benefits. Payments shall not have any sum deducted for pension benefits, nor shall the payments be included in any computation establishing pension benefits or payments.

Part 40. Section 350-95 of the code is created to read:

**350-95. Safety Glasses Allowance.** The city shall provide eye protection or prescription safety glasses to all full-time active employees as required by the federal occupational safety and health administration and the city and as recommended by the American national standards institute. Under s. 340-23, the department of employee relations shall issue and enforce standards for authorizing safety glasses. The city is not responsible for the eye examination to obtain the prescription, the repair or replacement of glasses damaged due to non-work related activities or negligent use by the employee.

Part 41. Subchapter 7 of ch. 350 of the code is renumbered subch. 6.

Part 42. Subchapter 8 of ch. 350 of the code is renumbered subch. 7.

Part 43. Section 350-143 of the code is repealed and recreated to read:

**350-143. Fire Department Hours of Work.** Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, the fire chief shall determine the hours of work for fire department employees.

Part 44. Subchapter 9 of ch. 350 of the code is renumbered subch. 8.

Part 45. Section 350-181-2-c is repealed and recreated to read:

**350-181. Authorized Travel Regulations and Procedures**

**2. AUTHORIZATION.**

c. Departments shall adhere to the administrative guidelines for automobile and travel allowance provided in ss. 350-181 to 350-187.

Part 46. Section 350-183-7 of the code is repealed and recreated to read:

**350-183. Private Transportation Reimbursement.**

**7. RATES.** Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, mileage incurred on official city business by an employee or official authorized to be reimbursed for use of his or her private automobile, excluding members of the common council who shall be reimbursed as provided for in sub. 8-a, shall be made once per month based on the internal revenue service standard mileage rate in effect for each mile driven on official city business.

Part 47. Section 350-188 of the code is created to read:

**350-188. Parking. 1. ASSISTANT CITY ATTORNEYS.** Assistant city attorneys shall receive parking paid for and secured by the city.

**2. POLICE ADMINISTRATION BUILDING EMPLOYEES.** Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, employees assigned to the police administration building shall be reimbursed for parking. The reimbursement shall not exceed \$125 per month, nor shall it exceed the actual monthly costs paid for by the employee. To be eligible for reimbursement, the employee shall submit all parking receipts to the police department administration. Receipts for parking paid by the month shall be submitted by the 15<sup>th</sup> of the current month. Receipts for parking paid by the day shall be submitted by the 5<sup>th</sup> of the following month.

Part 48. Subchapter 10 of ch. 350 is renumbered subch. 9.

Part 49. Section 350-204 of the code is amended to read:

**350-204. Direct Deposit for City Employees.** ~~[[These management, nonmanagement/nonrepresented and represented/nonsworn employees-]]~~ >> Each employee<< who [are] >> is<< capable of maintaining a financial relationship with a banking institution shall participate in the direct deposit of city pay checks.

Part 50. Section 350-206 of the code is repealed and recreated to read:

**350-206. Tuition Benefits; All Employees.** Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, employees shall be eligible for tuition benefits relating to tuition and required textbooks. Tuition benefits shall be \$1,200 per calendar year. The following provisions apply:

1. Up to \$600 of tuition benefits per calendar year may be used for job or promotion-related certifications and license fees.
2. Up to \$1,200 in tuition benefits per calendar year may be used for job-related membership dues.
3. Police aides shall be eligible for a combined maximum of \$2,400 during the first 2 calendar years of employment.
4. The department of employee relations shall establish guidelines for the administration of tuition benefits.

Part 51. Section 350-209 of the code is amended to read:

**350-209. Hours of Labor of City Employees.** 1. ~~[[EIGHT HOUR DAY. The basic workday of all employees of the city of Milwaukee shall consist of 8 hours out of the calendar day.]]~~ >> WORKDAY. Department heads shall determine hours of work, but the basic workday of all employees of the city shall consist of 8 hours in a calendar day.<< As far as it is practicable, this workday shall conform with the established hours of business. This conformity shall not interfere with the special time schedules governing departments operating more than 8 hours in each calendar day, nor shall this provision for an 8-hour day for city employees be construed as prohibiting the creation of part-time employment or the establishment of rotative, staggered or shortened work periods.

2. ~~[[FIVE DAY WEEK ESTABLISHED]]~~ >> WORK WEEK<<. The service week of every employee or officer of the city in most cases shall be limited to 5 days' employment or duty per week, except in cases where the reduction would conflict with some legal requirement. >>This in no way prohibits a department head from establishing an alternative work schedule.<< So far as is practicable the days on which employees and officials shall not be required to work shall be Saturdays and Sundays to provide uniformity and an opportunity to take advantage of the economies of a complete shutdown of city activities. ~~[[Where the regular schedule of departmental operation requires work on these days, this work shall not be considered overtime work, and the employee shall be entitled to time off during such periods as the department head may designate.]]~~ >>If the regular schedule of departmental operation requires work on these days, this work shall not be considered overtime work, and the employee shall be entitled to time-off during such periods as the department head may designate.<<

Part 52. Section 350-225 of the code is repealed.

Part 53. Section 350-237 of the code is repealed and recreated to read:

- 350-237. Exclusion from Benefits. 1. DEFINITIONS.** In this section: a. "Part-time employee" means an employee whose employment averages 20 hours per week or less.
- b. "Provisional, emergency and temporary appointments" are as defined in the city civil service rules.
- 2. BENEFITS EXCLUDED.** a. A permanent employee who is eligible for benefits and receives a provisional, emergency or temporary appointment shall not lose rights to any employment benefits.
- b. Except as specifically provided, any individual who is hired on a provisional, emergency or temporary appointment, student aide or volunteer auxiliary police officer shall not be eligible for the following employment benefits:
- b-1. Vacation with pay.
  - b-2. Additional off-days with pay.
  - b-3. Sick leave with pay.
  - b-4. Funeral leave with pay.
  - b-5. Injury pay.
  - b-6. Holiday pay.
  - b-7. Holiday differential pay.
  - b-8. Shift differential pay.
  - b-9. Jury duty with pay.
  - b-10. Military training and civil disturbance leave of absence with pay.
  - b-11. Medical benefits.
  - b-12. Group life insurance.
  - b-13. All other benefits not specifically listed in this section.
- c. Crossing guards shall not be eligible for any benefits.
- 3. BENEFITS PROVIDED.** a. Those employees listed under sub. 2-b shall be eligible for certain employment benefits as provided for in other code provisions or state statutes.
- b. City laborers (seasonal) shall be eligible for the following employee benefits upon appointment:
- b-1. Salary Increments.
  - b-2. Overtime in cash or compensatory time-off.
  - b-3. Workers' compensation.
  - b-4. Pay during time-off for military induction examinations.
  - b-5. Call-in pay.
  - b-6. Medical benefits.
  - b-7. Vacation pay. Employees may take vacation time earned after working 2,080 hours.
- c. City laborers (seasonal) shall become city laborers (regular) after completing 2,080 hours of work and shall become eligible for the following additional employment benefits:
- c-1. Sick leave with pay. The 6-month waiting period shall be waived.
  - c-2. Injury pay.
  - c-3. Holiday pay.
  - c-4. Shift differential pay.
  - c-5. Weekend differential pay.

- c-6. Jury duty with pay.
- c-7. Military training leave of absence with pay.
- c-8. Dental insurance.
- c-9. Group life insurance.
- c-10. Retirement benefits.
- c-11. Sick leave incentive program.
- d. Part-time employees shall be eligible for the following employment benefits on a pro rata basis and only during the period of actual employment:
  - d-1. Vacation with pay.
  - d-2. Holiday pay.
  - d-3. Sick leave with pay.
  - d-4. Funeral leave.
  - d-5. Sick leave incentive program.
  - d-6. Jury duty with pay.
  - d-7. Tuition and textbook reimbursement.
  - d-8. Group life insurance.

**4. APPLICATION AND ADMINISTRATION.** a. An employee on the payroll prior to January, 1966, shall not lose any of the benefits provided to that employee, except that an employee, regardless of his or her date of placement on the city's payroll, who attained status in the city's central clerical pool on or after December 30, 1973, shall not be entitled to any of the employment benefits listed in sub. 2, as long as he or she retained status in the clerical pool. In addition, if any employee with status conferred via the clerical pool receiving the benefits specified in sub. 2 because he or she meets the criteria set forth in sub. 2 ceases to qualify for benefits according to sub. 3, that employee shall under no condition be eligible to receive benefits.

b. The department of employee relations shall administer the provisions of this section.

c. No provision of this section shall be construed to prevent elected and appointed city officers from accruing all benefits, including sick leave, but excluding salary increments, listed in subs. 1 and 2 from which they are not otherwise excluded by state statute, and these officials shall accrue benefits in a like manner as all other city employees who are eligible for those benefits, and the terms of office of these officials shall be deemed as periods of employment with the city for accrual of benefits.

d. The director of employee relations is authorized to accept a statement from elected or appointed city officers concerning sick leave usage and balance as needed to determine sick leave accruals.

e. Elected and appointed city officers, and former elected and appointed city officers who are employees of the city, are covered by this section.

f. Employees hired on or after July 1, 1982, to fill the positions of temporary customer service representative and accounting aide in the office of the city treasurer, shall not receive any employment benefits listed in sub. 3 regardless of their previous employment status in the city service. Employees in the city treasurer's office who had previously worked in these positions prior to July 1, 1982, shall retain their benefits status.

Part 54. Section 350-239 of the code is amended to read:

**350-239. Promotion from Grade to Grade.** Promotion from one grade to the next higher grade of positions in the classified civil service shall involve a change of duties and shall be made only when a vacancy has been created by resignation, transfer, death or dismissal, or when a new position shall have been created. ~~[[Promotion shall only be made after a competitive civil service examination.]]~~

Part 55. Section 350-241 of the code is repealed and recreated to read:

**350-241. Disciplinary Grievance Procedure. 1. DEPARTMENT OF EMPLOYEE RELATIONS.** The department of employee relations shall be the official agency for the resolution of grievances arising from warning notices and unpaid disciplinary suspensions that are not appealable to the board of city service commissioners under s. 63.43, Wis. Stats., or any other board or commission under s. 63.44, Wis. Stats.

**2. ELIGIBILITY.** Only a regularly-appointed employee who has passed probation and has received an unpaid suspension of one to 15 days or a warning notice may use the grievance procedure established by the department of employee relations. An employee who receives a second suspension within 6 months of the initial suspension, independent of the length of the second suspension, may file an appeal with the board of city service commissions in accordance with rule XIII, s. 2 of the civil service rules if he or she chooses to contest the discipline. An employee who is not subject to the rules of the city service commissioners under s. 63.27, Wis. Stats., is not eligible to utilize the grievance procedure established by the department of employee relations.

**3. PROCEDURE.** Employees and supervisors shall make every reasonable effort to resolve any concerns, questions or misunderstandings that have arisen from the imposition of discipline before filing grievances. The department of employee relations shall develop and administer a grievance procedure that includes a final independent review of the circumstances of the grievance and determine whether the disciplinary action was reasonable under the circumstances. An independent reviewer shall make these determinations and shall have the authority to either affirm, reduce or set aside associated disciplinary actions.

**4. REPORTS.** The city service commission shall receive an annual report of the grievances filed and resolved under this section.

Part 56. Section 350-242 of the code is created to read:

**350-242. Nature of Employee Regulations and Benefits.** Except to the extent that the city provides otherwise in a collective bargaining agreement lawfully entered into pursuant to the Wisconsin municipal employment relations act, none of the provisions in ch. 350 of the code are intended to give rise to or create, and none of the provisions in ch. 350 should be construed by any individual employee or any group of employees as giving rise to or creating, any contractual rights or any vested rights or interests of any kind whatsoever, and all such provisions are subject to modification or revocation by the common council at any time.

Part 57. Whenever the term “employee” or “employees” appear in ch. 350, the term “employee” or “employees” is substituted.

Part 58. Certain members of Public Employees’ Union #61, LIUNA, AFL-CIO, CLC, specified in the attachment to this file, shall receive an additional week of vacation placed in a transitional vacation account for use at the employees’ discretion or to be saved until retirement.

Part 59. Parts 1 to 16, 28 to 55, 57 and 58 of this ordinance take effect January 1, 2012, with implementation to occur immediately or as soon thereafter as administratively practicable, but no later than pay period 2, 2012.

Part 60. Parts 17 to 27 and 56 of this ordinance take effect pay period 1, 2012.

..LRB  
APPROVED AS TO FORM

\_\_\_\_\_  
Legislative Reference Bureau  
Date:\_\_\_\_\_

..Attorney  
IT IS OUR OPINION THAT THE ORDINANCE  
IS LEGAL AND ENFORCEABLE

\_\_\_\_\_  
Office of the City Attorney  
Date:\_\_\_\_\_

..Requestor  
  
..Drafter  
Mary E. Turk  
11/22/11  
LRB133292-2



Department of Employee Relations

**Tom Barrett**  
Mayor

**Maria Monteagudo**  
Director

**Michael Brady**  
Employee Benefits Director

**Troy M. Hamblin**  
Labor Negotiator

November 22, 2011

**REVISED**

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

RE: Common Council File #110744

Dear Committee Members:

Changes to Chapters 340 and 350 of Milwaukee Code of Ordinances are being proposed for adoption. All changes except those to vacation will be effective **January 1, 2012, with implementation to occur immediately or as soon thereafter as administratively practicable, but no later than pay period 2, 2012**. The changes to how vacation is earned will be effective pay period 1, 2012.

Chapters 340 and 350 of the Milwaukee Code of Ordinances, a memorandum summarizing the proposed changes to the chapters, a list of Fair Labor Standards Act exempt and non-exempt classifications, and a cost savings estimate are attached.

It is recommended that the attached ordinances be approved.

Sincerely,

Troy M. Hamblin  
Labor Negotiator



Department of Employee Relations

**Tom Barrett**  
Mayor

**Maria Monteagudo**  
Director

**Michael Brady**  
Employee Benefits Director

**Troy M. Hamblin**  
Labor Negotiator

November 16, 2011

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

RE: Common Council File #110744

Dear Committee Members:

As a result of changes to the collective bargaining law and the expiration of collective bargaining agreements, there are numerous changes being proposed to the Milwaukee Code of Ordinances (MCO). The changes include moving existing contractual benefits into the MCO, modifying existing contractual benefits and moving them into the MCO, and modifying, repealing and creating other benefits in the MCO. The MCO will now be the exclusive authority for providing benefits to employees. The following is an overview of the changes being proposed to Chapters 340 and 350 of the MCO.

### **Chapter 340, Department of Employee Relations**

With the elimination of collective bargaining for everything except wages, the proposed changes to this chapter demonstrate the City's commitment to meet and confer with its employees. It also provides for the use of seniority for vacations picks, job picks and, to the extent possible, overtime assignments. This chapter also grants the department with the ability to oversee and resolve complaints.

### **Chapter 350, Subchapter 1 – Holiday and Overtime Policies**

The main changes to this subchapter include eliminating specific references to collective bargaining units, standardizing benefits, changing the definitions of overtime and time worked, including overtime policies from subchapter 2, which allows for the elimination of subchapter 2, and providing discretion to department heads to determine if cash or compensatory time off should be provided for overtime.

Throughout this subchapter there were references to numerous collective bargaining units and the specific benefits they received. The references may or may not have been

accurate when compared to current collective bargaining agreements. All collective bargaining unit and contractual references are being eliminated. The proposed changes standardize holiday and overtime benefits for all eligible employees.

The proposal modifies the definition of overtime from hours outside of an employee's normal work schedule to those hours worked over 40 in a week. Part of this change includes not counting hours credited such as vacation and sick leave toward earning overtime. The only hours not worked that will be included in overtime calculations are holiday and furlough hours.

Currently, one bargaining unit receives overtime at 1.56 times the hourly rate of pay. Other contracts provide for time worked on Sundays and Holidays to be compensated at 1.75 times the hourly rate of pay. The proposed changes will provide that all overtime will now be compensated at 1.5 times the hourly rate of pay, and all hours worked on a holiday will be compensated at 1.5 times the hourly rate of pay.

Another change being proposed is that employees who are considered exempt under the Fair Labor Standards Act (FLSA) will no longer be eligible for overtime. A list of FLSA exempt classifications is included as part of this file.

A proposed provision of this subchapter will also provide overtime for employees who work in a 24 hour 7 day a week operation and are not provided with 48 hours notice of a change in shift. The overtime in this situation will be limited to the hours worked in the 48 hour period immediately following the change of shift without the 48 hour notice.

Currently, there are specific requirements in contracts and the Code that determines which departments, commissions, and classifications receive cash or compensatory time off. Department heads will now have the ability to provide cash or compensatory time off for overtime based on the departmental needs and in consultation with the office of budget and management. Department heads will be required to inform employees before the work is performed by the employee if compensatory time off is being offered. Absent this notice cash shall be provided.

### **Chapter 350, Subchapter 2 – Departmental Holiday and Overtime Regulations**

The main purpose of this subchapter was to specifically require employees of certain departments, commissions, pay ranges, and job classifications to be paid cash or compensatory time off for overtime worked. Since the main purpose of this subchapter is no longer necessary because department heads are now being provided with the discretion to determine when to provide cash or compensatory time off for overtime, this subchapter is proposed to be eliminated.

### **Chapter 350, Subchapter 3 – Insurance**

The main change to this subchapter is to include health and dental insurance benefit information. There are no proposed changes to the life insurance section because the goal of standardizing this benefit requires a request for proposal. All current employees

will maintain their current levels of life insurance, and new employees will receive life insurance benefits consistent with that of similarly situated employees. There are no proposed changes to the long term disability insurance.

#### **Chapter 350, Subchapter 4 – Leaves of Absence**

The main changes to this subchapter include eliminating specific references to collective bargaining units, standardizing benefits, extending unpaid educational leave to all employees, standardizing the amount of sick leave earned to 12 days per year, reducing injury pay to 66.67%, reducing terminal leave for management employees and eliminating various sick leave usage rules.

The proposals in this subchapter standardize sick leave and funeral leave benefits. Currently, management and non-represented employees earn 12 days of sick leave per year. This change will reduce the amount of sick leave earned by unionized employees from 15 days to 12 days each year. Employees will have the ability to use sick leave benefits as they accrue. Funeral leave usage had many different definitions based on which bargaining unit represented the employee. The changes being proposed will standardize the definition of when funeral leave may be used for all employees.

The proposal also standardizes the sick leave control incentive program (SLCIP) and terminal leave benefits for all employees. Currently, the SLCIP provides management with an additional day off for perfect attendance all year. This proposal eliminates the additional day off for managers. The existing terminal leave benefit provided managers with a greater payout at retirement. The greater benefit for managers is being eliminated.

Educational leave, while seldom used, was previously available only to management employees. The proposed change makes this benefit available to all employees who meet the eligibility requirements.

Lastly, the proposal standardizes the injury pay benefit for all employees. There are two changes being proposed that will affect injury pay for all employees. The amount of injury pay is being reduced from 80% or 70% to 66.67%, and the benefit will be administered consistent with the “three day waiting period” under the Worker Compensation Law. Therefore, injury pay will not be provided for the first three days of the injury if the employee is not disabled beyond seven calendar days.

#### **Chapter 350, Subchapter 5 – Vacations**

The main changes to this subchapter include eliminating specific references to collective bargaining units, standardizing benefits, expanding the accrued time off donor program to all employees and removing the shift and weekend differentials from chapter 350 and placing them in the salary ordinance.

Throughout this subchapter there were references to numerous collective bargaining units and the specific vacation benefits received. The proposal eliminates these references and standardizes the vacation benefits. All employees will now accrue vacation on a pay

period basis and there will no longer be a carry over cap on vacation for represented employees. This will result in a vacation reduction for 245 employees represented by Local 61 until they reach 21 years of service. Part of this file includes providing these employees (see attached list) with an additional week of vacation to be placed in a transitional vacation account, which the employee will have complete discretion as to whether to use it or save it until retirement.

Currently, the accrued time off donor program is available to a select few bargaining units. The proposed change will allow all employees to participate in the program and donate to any employee in need who meets the criteria established by the Department of Employment Relations.

### **Chapter 350, Subchapter 6 – Uniform and Clothing Allowance**

There are two main changes being proposed to uniform and clothing/cleaning allowance benefits received by employees. The first applies to provisions of this subchapter and the second applies to contractual benefits that are not identified in this subchapter. The proposed change to this subchapter allows department heads to determine which positions should wear uniforms, what articles of clothing and equipment to provide to employees, and when to replace them. It also requires departments to provide the uniforms and equipment to employees. The other changes include the elimination of all contractual uniform and cleaning allowances that were identified in the collective bargaining agreements.

### **Chapter 350, Subchapter 7 – Salaries and Wages**

There are no changes proposed for this subchapter.

### **Chapter 350, Subchapter 8 – Fire and Police Employees**

The only proposed change to this subchapter is to the hours of work for the fire department. Currently, the hours of work are identified for all classifications, by divisions and by bureaus. The proposed change provides the fire chief with the discretion to set the hours of work.

### **Chapter 350, Subchapter 9 – Transportation and Travel**

The proposed changes to this subchapter are the elimination of references to collective bargaining units, reimbursing all employees at the IRS rate for all miles driven, eliminating reimbursement rates that are no longer applicable, eliminating monthly automobile stipends and including parking benefits for certain employees.

Currently, there are numerous references to collective bargaining units and the benefits they received in this subchapter. These references are being removed and all miles driven on official city business are being reimbursed at the IRS rate. The net effect of this change is that some employees will lose monthly stipends paid by the city that are unrelated to business miles driven. Most employees who drive approximately 136

business miles per month will see no change to their automobile reimbursements from the city.

This proposed subchapter also includes parking benefits for assistant city attorneys and police administration building employees who currently receive parking benefits.

### **Chapter 350, Subchapter 10 – General Regulations**

The proposed changes to this subchapter include the removal of references to collective bargaining units and collective bargaining agreements, modifying and standardizing the tuition and textbook benefit and replacing the grievance procedure.

The tuition and textbook benefit previously allowed certain employees up to \$500 for job related certifications and license fees. The proposal allows all employees up to \$600 for job or promotional related certifications and license fees.

A new grievance procedure is being proposed to allow employees to grieve warning notices and unpaid disciplinary suspensions that are not appealable to the City Service Commission.

It is recommended that the changes to Chapters 340 and 350 of the Milwaukee Code of Ordinances be approved.

Sincerely,



Troy M. Hamblin  
Labor Negotiator

Attachments



Department of Employee Relations

**Tom Barrett**  
Mayor

**Maria Monteagudo**  
Director

**Michael Brady**  
Employee Benefits Director

**Troy M. Hamblin**  
Labor Negotiator

November 16, 2011

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

RE: Common Council File #110744  
Fiscal Impact Statement

Dear Committee Members:

I have attached a fiscal impact statement to this letter. The physical fiscal note is not conducive to providing a list of items, so I am providing you with a more detailed break out of the estimated cost reductions.

Shifting to New Overtime Policies	-\$195,000
Clothing/Cleaning Allowances	-\$187,114
Injury Pay	-\$140,000
Weather Pay	-\$125,975
Management Terminal Leave	-\$120,000
Paid Lunch	-\$84,844
Glove/Coverall/Tool Allowance	-\$54,020
Auto Allowance	-\$41,139
Education Bonus	-\$22,404
Returning Employees to Work	<u>-\$14,509</u>
TOTAL	<u>-\$985,005</u>

I am also attaching a report summarizing Comptroller data that supports the above referenced amounts.

It is recommended that the ordinances be approved.

Sincerely,

Troy M. Hamblin  
Labor Negotiator

#### Attachments



# City of Milwaukee Fiscal Impact Statement

## A

**Date** 11-16-11 **File Number** 110744  
**Subject** Substitute ordinance relating to employee relations, regulations and benefits for city employees.

## B

**Submitted By (Name/Title/Dept./Ext.)** Troy Hamblin/Labor Negotiator/DER - Labor Relations/x2108

## 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

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

## E

**Charge To**

- Department Account
- Capital Projects Fund
- Debt Service
- Other (Specify) \_\_\_\_\_
- Contingent Fund
- Special Purpose Accounts
- Grant & Aid Accounts

## F

**Assumptions used in arriving at fiscal estimate.**

See attached Section F \_\_\_\_\_

**G**

Purpose	Specify Type/Use	Expenditure	Revenue
Salaries/Wages			
Supplies/Materials			
Equipment			
Services			
Other	FLSA Overtime and Misc. Allowances		\$985,005
<b>TOTALS</b>			\$985,005

**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.

\_\_\_\_\_

# Section F

Description	Work Unit	Employee Count	Summ Pay Amt
Auto Allow - Taxable Portion			\$ 104,139
ASSESSOR'S OFFICE		28	\$ 8,120
COMMON COUNCIL - CITY CLERK		15	\$ 63,000
DCD - MGMT & SPECIAL PROJECTS		5	\$ 129
DEPT OF NEIGHBORHOOD SRVCS		79	\$ 8,319
DOA - Homeland		1	\$ (46)
DOA-Community Block Grant Adm		1	\$ (46)
DPW-INFRASTRUCTURE-CONSTRUCT		1	\$ 55
DPW-INFRASTRUCTURE-CONSTRUCT		32	\$ 8,482
DPW-INFRASTRUCTURE-FACILITIES		3	\$ (3)
DPW-OPS-FACILITIES MGMT		1	\$ (99)
DPW-OPS-FORESTRY		1	\$ (99)
DPW-OPS-SANITATION		1	\$ (569)
DPW-WATER-BUSINESS		1	\$ (2,129)
DPW-WATER-BUSINESS		2	\$ (140)
DPW-WATER-ENGINEERING		1	\$ (140)
DPW-WATER-HOWARD		1	\$ 155
DPW-WATER-LINNWOOD		1	\$ (130)
		1	\$ (130)
			\$ 118

**Auto Allow - Taxable Portion**

DPW-WATER-LINNWOOD	2	\$	118
DPW-WATER-WATER QUALITY		\$	78
ELECTION COMMISSION	1	\$	78
FIRE AND POLICE COMMISSION	1	\$	-
HEALTH DEPARTMENT	3	\$	(166)
LIBRARY - ADMINISTRATION SRVC	137	\$	19,219
LIBRARY - NEIGHBORHOOD SRVC	5	\$	(73)
PORT OF MILWAUKEE	2	\$	(81)
	1	\$	(98)
	1	\$	(98)

**Auto Allowance**

ASSESSOR'S OFFICE		\$	469,633
CITY ATTORNEY	29	\$	22,473
DCD - MGMT & SPECIAL PROJECTS	1	\$	558
DCD - PUBLIC HOUSING	8	\$	7,440
DEPT OF NEIGHBORHOOD SRVCS	5	\$	5,575
DOA - Homeland	119	\$	225,659
DOA-Community Block Grant Adm	1	\$	85
DPW-INFRASTRUCTURE-CONSTRUCT	1	\$	3
DPW-INFRASTRUCTURE-FACILITIES	37	\$	20,380
		\$	6,556

**Auto Allowance**

DPW-INFRASTRUCTURE-FACILITIES	5	\$	6,556
DPW-OPS-FACILITIES MGMT		\$	1,318
DPW-OPS-FORESTRY	4	\$	1,318
DPW-OPS-SANITATION	1	\$	4,668
DPW-WATER-BUSINESS	1	\$	4,668
DPW-WATER-DISTRIBUTION	3	\$	5,927
DPW-WATER-ENGINEERING	3	\$	5,927
DPW-WATER-HOWARD	3	\$	1,018
DPW-WATER-LINNWOOD	3	\$	1,018
DPW-WATER-WATER QUALITY	3	\$	781
FIRE AND POLICE COMMISSION	3	\$	781
HEALTH DEPARTMENT	2	\$	186
LIBRARY - ADMINISTRATION SRVC	2	\$	186
LIBRARY - NEIGHBORHOOD SRVC	2	\$	1,004
PARKING	1	\$	1,004
PORT OF MILWAUKEE	1	\$	1,004
	1	\$	1,844
	4	\$	499
	4	\$	499
	1	\$	213
	1	\$	213
	1	\$	1,844
	4	\$	1,844
	4	\$	1,844
	175	\$	157,918
	175	\$	157,918
	6	\$	4,015
	6	\$	4,015
	2	\$	1,151
	2	\$	1,151
	2	\$	1,151
	1	\$	103
	1	\$	103
	1	\$	259
	1	\$	259
	1	\$	259

**Beeper Pay**

DPW-INFRASTRUCTURE-ELECTRICAL	\$	23,938
	\$	6,844

**Beeper Pay**

DPW-INFRASTRUCTURE-ELECTRICAL  
DPW-INFRASTRUCTURE-FACILITIES  
DPW-OPS-FACILITIES MGMT  
DPW-WATER-DISTRIBUTION

36 \$ 6,844  
\$ 12,972  
13 \$ 12,972  
861  
6 \$ 861  
\$ 3,261  
8 \$ 3,261

**Comp Time Taken Off**

ASSESSOR'S OFFICE	\$	253,576
CITY ATTORNEY	\$	4,318
CITY ATTORNEY	\$	4,318
CITY TREASURER	\$	4,476
CITY TREASURER	\$	4,476
COMMON COUNCIL - CITY CLERK	\$	1,932
COMMON COUNCIL - CITY CLERK	\$	1,932
COMPTROLLER	\$	4,556
COMPTROLLER	\$	4,556
DCD - MGMT & SPECIAL PROJECTS	\$	6,163
DCD - MGMT & SPECIAL PROJECTS	\$	6,163
DCD - PUBLIC HOUSING *	\$	7,068
DCD - PUBLIC HOUSING *	\$	7,068
DEFERRED COMPENSATION PLAN	\$	5,594
DEFERRED COMPENSATION PLAN	\$	5,594
DEPT OF NEIGHBORHOOD SRVCS	\$	179
DEPT OF NEIGHBORHOOD SRVCS	\$	179
DER - ADMINISTRATION	\$	383
DER - ADMINISTRATION	\$	383
DER - EMPLOYEE BENEFITS ADMIN	\$	1,324
DER - EMPLOYEE BENEFITS ADMIN	\$	1,324
DER - OPERATIONS DIVISION	\$	2,627
DER - OPERATIONS DIVISION	\$	2,627
DOA - BUSINESS OPERATIONS DIV	\$	2,106
DOA - BUSINESS OPERATIONS DIV	\$	2,106

DOA - BUSINESS OPERATIONS DIV	18	\$	2,106
DOA - INFO & TECH MGT DIV		\$	4,913
DOA-Budget and Policy Division	29	\$	4,913
		\$	882
DPW - SEWER - ENVIRONMENTAL	8	\$	882
		\$	4,928
DPW - SEWER - UNDERGROUND	35	\$	4,928
		\$	3,867
DPW-ADMINISTRATION SERVICES	51	\$	3,867
		\$	4,649
DPW-INFRASTRUCTURE-ADMIN	30	\$	4,649
		\$	783
DPW-INFRASTRUCTURE-CONSTRUCT	8	\$	783
		\$	6,422
DPW-INFRASTRUCTURE-ELECTRICAL	51	\$	6,422
		\$	8,758
DPW-INFRASTRUCTURE-FACILITIES	91	\$	8,758
		\$	3,470
DPW-INFRASTRUCTURE-STBRIDGES	34	\$	3,470
		\$	6,846
DPW-INFRASTRUCTURE-TRANSPORT	86	\$	6,846
		\$	11,704
DPW-OPS-ADMINISTRATION	64	\$	11,704
		\$	471
DPW-OPS-FACILITIES MGMT	4	\$	471
		\$	112
DPW-OPS-FLEET OPS	3	\$	112
		\$	1,200
DPW-OPS-FLEET SERVICES	22	\$	1,200
		\$	6,581
DPW-OPS-FORESTRY	60	\$	6,581
		\$	10,258
DPW-OPS-SANITATION	117	\$	10,258
		\$	1,670

**Comp Time Taken Off**

DPW-OPS-SANITATION	34	\$	1,670
DPW-WATER-BUSINESS	61	\$	9,084
DPW-WATER-DISTRIBUTION	84	\$	9,954
DPW-WATER-ENGINEERING	20	\$	4,116
DPW-WATER-HOWARD	29	\$	3,939
DPW-WATER-LINNWOOD	36	\$	4,422
DPW-WATER-WATER QUALITY	14	\$	2,077
ELECTION COMMISSION	4	\$	352
EMPLOYEE'S RETIREMENT SYSTEM	30	\$	4,297
FIRE - SUPPORT SERVICES	30	\$	2,303
FIRE AND POLICE COMMISSION	5	\$	415
HEALTH DEPARTMENT	205	\$	23,212
LIBRARY - ADMINISTRATION SRVC	74	\$	8,138
LIBRARY - CENTRAL LIBRARY	54	\$	3,911
LIBRARY - NEIGHBORHOOD SRVC	60	\$	4,158
MPD - ADMINISTRATION	182	\$	15,616
MPD - OPERATIONS	83	\$	6,133
MUNICIPAL COURT		\$	5,405

**Comp Time Taken Off**

MUNICIPAL COURT	31	\$	5,405
PARKING		\$	2,663
PORT OF MILWAUKEE	37	\$	2,663
	13	\$	1,670
		\$	1,670

**Consecutive Hrs Over 12**

DCD - PUBLIC HOUSING		\$	7,409
DPW - SEWER - ENVIRONMENTAL	2	\$	6
DPW - SEWER - UNDERGROUND	14	\$	80
DPW-ADMINISTRATION SERVICES	65	\$	625
DPW-INFRASTRUCTURE-ADMIN	4	\$	7
DPW-INFRASTRUCTURE-CONSTRUCT	1	\$	0
DPW-INFRASTRUCTURE-ELECTRICAL	24	\$	165
DPW-INFRASTRUCTURE-FACILITIES	39	\$	101
DPW-INFRASTRUCTURE-ST/BRIDGES	5	\$	3
DPW-INFRASTRUCTURE-TRANSPORT	87	\$	434
DPW-OPS-ADMINISTRATION	8	\$	42
DPW-OPS-FLEET OPS	2	\$	18
DPW-OPS-FLEET SERVICES	170	\$	1,113
DPW-OPS-FORESTRY	33	\$	196
		\$	453

**Consecutive Hrs Over 12**

DPW-OPS-FORESTRY	113	\$	453
DPW-OPS-SANITATION		\$	1,969
DPW-WATER-BUSINESS	327	\$	1,969
DPW-WATER-BUSINESS	9	\$	9
DPW-WATER-DISTRIBUTION	4	\$	9
DPW-WATER-DISTRIBUTION		\$	1,726
DPW-WATER-HOWARD	82	\$	1,726
DPW-WATER-HOWARD		\$	145
DPW-WATER-LINNWOOD	29	\$	145
DPW-WATER-LINNWOOD		\$	75
DPW-WATER-WATER QUALITY	18	\$	75
DPW-WATER-WATER QUALITY		\$	21
ELECTION COMMISSION	7	\$	21
ELECTION COMMISSION		\$	102
HEALTH DEPARTMENT	32	\$	102
HEALTH DEPARTMENT		\$	86
HEALTH DEPARTMENT	12	\$	86
LIBRARY - ADMINISTRATION SRVC		\$	2
LIBRARY - ADMINISTRATION SRVC		\$	2
LIBRARY - CENTRAL LIBRARY	6	\$	2
LIBRARY - CENTRAL LIBRARY		\$	0
LIBRARY - CENTRAL LIBRARY	1	\$	0
MPD - ADMINISTRATION		\$	7
MPD - ADMINISTRATION		\$	7
MUNICIPAL COURT	2	\$	7
MUNICIPAL COURT		\$	0
MUNICIPAL COURT	1	\$	0
PARKING		\$	0
PARKING		\$	22
PARKING	8	\$	22
PORT OF MILWAUKEE		\$	2
PORT OF MILWAUKEE		\$	2
PORT OF MILWAUKEE	1	\$	2

**Continuous Hours > 12 - Comp**

DER - ADMINISTRATION		\$	588
DER - ADMINISTRATION	3	\$	3
DER - EMPLOYEE BENEFITS ADMIN	1	\$	3
DER - EMPLOYEE BENEFITS ADMIN		\$	1

**Continuous Hours > 12 - Comp**

DER - EMPLOYEE BENEFITS ADMIN	1	\$	1
DPW - SEWER - UNDERGROUND	258	\$	258
DPW-ADMINISTRATION SERVICES	43	\$	258
DPW-ADMINISTRATION SERVICES	0	\$	0
DPW-INFRASTRUCTURE-CONSTRUCT	1	\$	0
DPW-INFRASTRUCTURE-ELECTRICAL	2	\$	1
DPW-INFRASTRUCTURE-ELECTRICAL	4	\$	4
DPW-INFRASTRUCTURE-FACILITIES	5	\$	4
DPW-INFRASTRUCTURE-FACILITIES	1	\$	1
DPW-INFRASTRUCTURE-STBRIDGES	1	\$	1
DPW-INFRASTRUCTURE-STBRIDGES	63	\$	63
DPW-OPS-FLEET OPS	36	\$	63
DPW-OPS-FLEET OPS	3	\$	3
DPW-OPS-FORESTRY	4	\$	3
DPW-OPS-FORESTRY	36	\$	36
DPW-WATER-DISTRIBUTION	28	\$	36
DPW-WATER-DISTRIBUTION	170	\$	170
DPW-WATER-HOWARD	42	\$	170
DPW-WATER-HOWARD	6	\$	6
DPW-WATER-LINNWOOD	4	\$	6
DPW-WATER-LINNWOOD	0	\$	0
DPW-WATER-WATER QUALITY	1	\$	0
DPW-WATER-WATER QUALITY	2	\$	2
ELECTION COMMISSION	2	\$	2
ELECTION COMMISSION	29	\$	29
HEALTH DEPARTMENT	5	\$	29
HEALTH DEPARTMENT	4	\$	4
LIBRARY - ADMINISTRATION SRVC	12	\$	4
LIBRARY - ADMINISTRATION SRVC	6	\$	6
LIBRARY - ADMINISTRATION SRVC	8	\$	6

**Education Bonus**

CITY TREASURER	\$	22,404
CITY TREASURER	\$	400

**Education Bonus**

CITY TREASURER	1	\$	400
COMMON COUNCIL - CITY CLERK	1	\$	1,400
DEPT OF NEIGHBORHOOD SRVCS	2	\$	1,400
DER - EMPLOYEE BENEFITS ADMIN	3	\$	2,100
DER - OPERATIONS DIVISION	1	\$	700
DOA - INFO & TECH MGT DIV	2	\$	1,400
DPW - SEWER - ENVIRONMENTAL	1	\$	1,400
DPW-OPS-FLEET OPS	1	\$	700
ELECTION COMMISSION	2	\$	1,400
EMPLOYEE'S RETIREMENT SYSTEM	5	\$	-
FIRE - EMERGENCY SERVICES	1	\$	700
FIRE - SUPPORT SERVICES	11	\$	3,475
HEALTH DEPARTMENT	4	\$	1,200
LIBRARY - CENTRAL LIBRARY	3	\$	486
MPD - ADMINISTRATION	1	\$	200
MPD - OPERATIONS	9	\$	6,443
	1	\$	400

**EMT - 5%**

FIRE - EMERGENCY SERVICES	\$	(299)
	\$	(299)

**EMT - 5%** FIRE - EMERGENCY SERVICES 2 \$ (299)

**EMT Per Annum/CPR Pay** FIRE - EMERGENCY SERVICES \$ 5,767

FIRE - EMERGENCY SERVICES \$ 4,400

FIRE - SUPPORT SERVICES 21 \$ 4,400

FIRE - SUPPORT SERVICES \$ 1,367

FIRE - SUPPORT SERVICES 6 \$ 1,367

**Fire Disp. Is Asst. Chief** FIRE - SUPPORT SERVICES \$ 6,480

FIRE - SUPPORT SERVICES \$ 6,480

FIRE - SUPPORT SERVICES 14 \$ 6,480

**Interpreter-Translator Pay** MPD - OPERATIONS \$ 2

MPD - OPERATIONS \$ 2

MPD - OPERATIONS 1 \$ 2

**LEO Certification Pay** MPD - ADMINISTRATION \$ 3,950

MPD - ADMINISTRATION \$ 3,950

MPD - ADMINISTRATION 6 \$ 3,950

**License Reimbursements** HEALTH DEPARTMENT \$ 2,280

HEALTH DEPARTMENT \$ 2,280

HEALTH DEPARTMENT 57 \$ 2,280

**Maint. Mech. Is Repairman** FIRE - SUPPORT SERVICES \$ 214

FIRE - SUPPORT SERVICES \$ 214

FIRE - SUPPORT SERVICES 2 \$ 214

**Mech. II Is Foreman** FIRE - SUPPORT SERVICES \$ 312

FIRE - SUPPORT SERVICES \$ 312

FIRE - SUPPORT SERVICES 7 \$ 312

**Paid Lunch** LIBRARY - ADMINISTRATION SRVC \$ 84,844

LIBRARY - ADMINISTRATION SRVC \$ 5,787

**Paid Lunch**

LIBRARY - ADMINISTRATION SRVC  
LIBRARY - CENTRAL LIBRARY  
LIBRARY - NEIGHBORHOOD SRVC

16 \$ 5,787  
\$ 30,108  
93 \$ 30,108  
\$ 48,949  
82 \$ 48,949

**Parking No Pension No Tax**

MPD - ADMINISTRATION  
MPD - OPERATIONS

\$ 84,163  
109 \$ 84,163  
\$ 45,389  
69 \$ 45,389

**Professional Dues/Memberships**

DER - ADMINISTRATION  
DPW-WATER-BUSINESS  
DPW-WATER-ENGINEERING  
DPW-WATER-LINNWOOD  
DPW-WATER-WATER QUALITY

\$ 38,792  
\$ 35,881  
172 \$ 35,881  
\$ 1,435  
7 \$ 1,435  
\$ 1,175  
8 \$ 1,175  
\$ 136  
2 \$ 136  
\$ 165  
1 \$ 165

**Scheduled Ovtm Holiday**

CITY TREASURER  
DCD - PUBLIC HOUSING  
DPW-INFRASTRUCTURE-CONSTRUCT  
DPW-INFRASTRUCTURE-ELECTRICAL  
DPW-INFRASTRUCTURE-FACILITIES

\$ 8,144  
\$ 150  
24 \$ 150  
\$ 197  
8 \$ 197  
\$ 51  
10 \$ 51  
\$ 616  
52 \$ 616  
\$ 118

**Scheduled Ovrtn Holiday**

DPW-INFRASTRUCTURE-FACILITIES	10	\$	118
DPW-INFRASTRUCTURE-ST/BRIDGES		\$	5
	1	\$	5
DPW-OPS-FACILITIES MGMT		\$	32
	5	\$	32
DPW-OPS-FLEET OPS		\$	138
	20	\$	138
DPW-OPS-FORESTRY		\$	10
	1	\$	10
DPW-OPS-SANITATION		\$	1,107
	222	\$	1,107
DPW-WATER-DISTRIBUTION		\$	432
	23	\$	432
DPW-WATER-HOWARD		\$	542
	26	\$	542
DPW-WATER-LINNWOOD		\$	396
	17	\$	396
DPW-WATER-WATER QUALITY		\$	227
	9	\$	227
HEALTH DEPARTMENT		\$	19
	6	\$	19
LIBRARY - ADMINISTRATION SRVC		\$	5
	2	\$	5
LIBRARY - CENTRAL LIBRARY		\$	25
	4	\$	25
LIBRARY - NEIGHBORHOOD SRVC		\$	35
	12	\$	35
MPD - ADMINISTRATION		\$	1,985
	137	\$	1,985
MPD - OPERATIONS		\$	766
	53	\$	766
PARKING		\$	1,290
	80	\$	1,290

	\$	4,405
CITY TREASURER		77
DEPT OF NEIGHBORHOOD SRVCS	13 \$	77
DOA - INFO & TECH MGT DIV	13 \$	25
DPW-INFRASTRUCTURE-CONSTRUCT	2 \$	8
DPW-INFRASTRUCTURE-ELECTRICAL	4 \$	16
DPW-INFRASTRUCTURE-FACILITIES	16 \$	114
DPW-INFRASTRUCTURE-STBRIDGES	3 \$	29
DPW-WATER-DISTRIBUTION	4 \$	18
DPW-WATER-HOWARD	6 \$	48
DPW-WATER-LINNWOOD	10 \$	87
DPW-WATER-WATER QUALITY	8 \$	60
HEALTH DEPARTMENT	4 \$	49
LIBRARY - ADMINISTRATION SRVC	1 \$	1
LIBRARY - CENTRAL LIBRARY	1 \$	2
LIBRARY - NEIGHBORHOOD SRVC	1 \$	5
MPD - ADMINISTRATION	4 \$	10
MPD - OPERATIONS	168 \$	1,147

**SCHEDULED OVTM ON HOLIDAY - comp**

MPD - OPERATIONS	71	\$	1,147
MUNICIPAL COURT		\$	3
	1	\$	3
PARKING		\$	150
	23	\$	150

**SCLIP Day Off**

ASSESSOR'S OFFICE		\$	544,124
CITY ATTORNEY	17	\$	8,548
CITY TREASURER	18	\$	13,394
COMMON COUNCIL - CITY CLERK	13	\$	4,805
COMPTROLLER	34	\$	11,480
DCD - MGMT & SPECIAL PROJECTS	27	\$	12,395
DCD - PUBLIC HOUSING	28	\$	12,157
DEPT OF NEIGHBORHOOD SRVCS	24	\$	7,518
DER - ADMINISTRATION	79	\$	29,907
DER - EMPLOYEE BENEFITS ADMIN	1	\$	462
DER - OPERATIONS DIVISION	5	\$	1,717
DOA - BUSINESS OPERATIONS DIV	10	\$	4,787
DOA - INFO & TECH MGT DIV	1	\$	209
DOA-Budget and Policy Division	20	\$	12,134
		\$	1,832

DOA-Budget and Policy Division	3	\$	1,832
DOA-Community Block Grant Adm		\$	1,451
DPW - SEWER - ENVIRONMENTAL	3	\$	1,451
DPW - SEWER - UNDERGROUND	28	\$	13,979
DPW-ADMINISTRATION SERVICES	42	\$	11,603
DPW-INFRASTRUCTURE-ADMIN	29	\$	12,044
DPW-INFRASTRUCTURE-CONSTRUCT	7	\$	4,006
DPW-INFRASTRUCTURE-ELECTRICAL	38	\$	18,528
DPW-INFRASTRUCTURE-FACILITIES	65	\$	23,897
DPW-INFRASTRUCTURE-ST/BRIDGES	33	\$	12,552
DPW-INFRASTRUCTURE-TRANSPORT	54	\$	17,527
DPW-OPS-ADMINISTRATION	40	\$	19,287
DPW-OPS-FACILITIES MGMT	2	\$	786
DPW-OPS-FLEET OPS	7	\$	3,806
DPW-OPS-FLEET SERVICES	59	\$	16,122
DPW-OPS-FORESTRY	66	\$	23,831
DPW-OPS-SANITATION	90	\$	27,371
DPW-WATER-BUSINESS	115	\$	33,881
		\$	11,276

**SCLIP Day Off**

DPW-WATER-BUSINESS	30	\$	11,276
DPW-WATER-DISTRIBUTION		\$	10,998
DPW-WATER-ENGINEERING	42	\$	10,998
DPW-WATER-HOWARD	13	\$	9,434
DPW-WATER-LINNWOOD	14	\$	4,466
DPW-WATER-WATER QUALITY	21	\$	7,587
ELECTION COMMISSION	6	\$	2,714
EMPLOYEE'S RETIREMENT SYSTEM	1	\$	320
FIRE - SUPPORT SERVICES	11	\$	6,057
FIRE AND POLICE COMMISSION	16	\$	7,312
HEALTH DEPARTMENT	4	\$	2,456
LIBRARY - ADMINISTRATION SRVC	60	\$	20,826
LIBRARY - CENTRAL LIBRARY	38	\$	12,702
LIBRARY - NEIGHBORHOOD SRVC	41	\$	11,758
MAYOR	33	\$	9,580
MPD - ADMINISTRATION	3	\$	1,202
MPD - OPERATIONS	105	\$	32,445
MUNICIPAL COURT	40	\$	7,554
		\$	4,045

**SLIP Day Off**

MUNICIPAL COURT  
PARKING  
PORT OF MILWAUKEE

8 \$ 4,045  
\$ 15,474  
53 \$ 15,474  
\$ 3,903  
10 \$ 3,903

**Seminars And Conventions**

DER - ADMINISTRATION  
DPW-WATER-BUSINESS  
DPW-WATER-ENGINEERING  
DPW-WATER-HOWARD  
DPW-WATER-LINNWOOD  
DPW-WATER-WATER QUALITY

\$ 101,726  
\$ 98,286  
272 \$ 98,286  
\$ 795  
2 \$ 795  
\$ 190  
2 \$ 190  
\$ 520  
1 \$ 520  
\$ 560  
3 \$ 560  
\$ 1,375  
3 \$ 1,375

**SHIFT WAGE COR/ADJ PENSIONABL**

PARKING

\$ 267  
\$ 267  
2 \$ 267

**Sick Leave Incentive (cash \$)**

ASSESSOR'S OFFICE  
CITY TREASURER  
COMMON COUNCIL - CITY CLERK  
DCD - PUBLIC HOUSING  
DEPT OF NEIGHBORHOOD SRVCS

\$ 22,773  
\$ 655  
1 \$ 655  
\$ 157  
1 \$ 157  
\$ 372  
1 \$ 372  
\$ 157  
1 \$ 157  
\$ 268  
1 \$ 268

**Sick Leave Incentive (cash \$)**

DEPT OF NEIGHBORHOOD SRVCS	4	\$	268
DER - OPERATIONS DIVISION		\$	170
DOA - INFO & TECH MGT DIV	1	\$	170
DPW - SEWER - UNDERGROUND	2	\$	1,511
		\$	1,511
DPW-ADMINISTRATION SERVICES	1	\$	597
		\$	597
DPW-INFRASTRUCTURE-CONSTRUCT	1	\$	254
		\$	254
DPW-INFRASTRUCTURE-ELECTRICAL	1	\$	191
		\$	191
DPW-INFRASTRUCTURE-FACILITIES	2	\$	418
		\$	418
DPW-INFRASTRUCTURE-ST/BRIDGES	1	\$	155
		\$	155
DPW-INFRASTRUCTURE-TRANSPORT	1	\$	217
		\$	217
DPW-OPS-FLEET SERVICES	1	\$	150
		\$	150
DPW-OPS-SANITATION	1	\$	194
		\$	194
DPW-WATER-DISTRIBUTION	3	\$	591
		\$	591
DPW-WATER-HOWARD	1	\$	175
		\$	175
FIRE - EMERGENCY SERVICES	1	\$	240
		\$	240
FIRE - SUPPORT SERVICES	25	\$	10,548
		\$	10,548
HEALTH DEPARTMENT	6	\$	2,930
		\$	2,930
LIBRARY - ADMINISTRATION SRVC	3	\$	962
		\$	962
		\$	440

**Sick Leave Incentive (cash \$)**

LIBRARY - ADMINISTRATION SRVC	2	\$	440
LIBRARY - CENTRAL LIBRARY		\$	220
LIBRARY - NEIGHBORHOOD SRVC	1	\$	220
MPD - ADMINISTRATION	1	\$	157
PORT OF MILWAUKEE	1	\$	744
	1	\$	300
	1	\$	300

**Sick Leave Incentive (cash hrs)**

ASSESSOR'S OFFICE		\$	485,391
BOARD OF ZONING APPEALS	22	\$	14,280
CITY ATTORNEY	3	\$	460
CITY TREASURER	23	\$	21,247
COMMON COUNCIL - CITY CLERK	10	\$	7,518
COMPTROLLER	36	\$	16,445
DCD - MGMT & SPECIAL PROJECTS	27	\$	17,269
DCD - PUBLIC HOUSING	24	\$	16,662
DEFERRED COMPENSATION PLAN	20	\$	6,834
DEPT OF NEIGHBORHOOD SRVCS	1	\$	319
DER - ADMINISTRATION	56	\$	27,997
DER - EMPLOYEE BENEFITS ADMIN	2	\$	2,373

**Sick Leave Incentive (cash hrs)**

DER - EMPLOYEE BENEFITS ADMIN	9	\$	4,752
DER - OPERATIONS DIVISION		\$	6,085
DOA - BUSINESS OPERATIONS DIV	9	\$	6,085
		\$	2,377
DOA - Homeland	7	\$	2,377
		\$	350
DOA - INFO & TECH MGT DIV	1	\$	350
		\$	7,837
DOA-Budget and Policy Division	10	\$	7,837
		\$	6,207
DOA-Community Block Grant Adm	7	\$	6,207
		\$	3,179
DOA-INTERGOVERNMENTAL RELATNS	5	\$	3,179
		\$	414
DPW - SEWER - ENVIRONMENTAL	1	\$	414
		\$	7,697
DPW - SEWER - UNDERGROUND	15	\$	7,697
		\$	7,209
DPW-ADMINISTRATION SERVICES	17	\$	7,209
		\$	19,182
DPW-INFRASTRUCTURE-ADMIN	31	\$	19,182
		\$	3,198
DPW-INFRASTRUCTURE-CONSTRUCT	5	\$	3,198
		\$	17,425
DPW-INFRASTRUCTURE-ELECTRICAL	35	\$	17,425
		\$	13,592
DPW-INFRASTRUCTURE-FACILITIES	29	\$	13,592
		\$	10,127
DPW-INFRASTRUCTURE-ST/BRIDGES	25	\$	10,127
		\$	17,058
DPW-INFRASTRUCTURE-TRANSPORT	51	\$	17,058
		\$	14,339
DPW-OPS-ADMINISTRATION	28	\$	14,339
		\$	2,638

**Sick Leave Incentive (cash hrs)**

DPW-OPS-ADMINISTRATION	3	\$	2,638
DPW-OPS-FACILITIES MGMT		\$	4,753
DPW-OPS-FLEET OPS	22	\$	4,753
DPW-OPS-FLEET SERVICES	8	\$	2,699
DPW-OPS-FORESTRY	16	\$	6,516
DPW-OPS-SANITATION	14	\$	4,943
DPW-WATER-BUSINESS	50	\$	17,840
DPW-WATER-DISTRIBUTION	30	\$	14,569
DPW-WATER-ENGINEERING	32	\$	12,062
DPW-WATER-HOWARD	4	\$	2,831
DPW-WATER-LINNWOOD	15	\$	6,120
DPW-WATER-WATER QUALITY	15	\$	8,289
ELECTION COMMISSION	11	\$	4,084
EMPLOYEE'S RETIREMENT SYSTEM	4	\$	1,764
FIRE - SUPPORT SERVICES	17	\$	9,339
FIRE AND POLICE COMMISSION	23	\$	9,887
HEALTH DEPARTMENT	4	\$	3,162
LIBRARY - ADMINISTRATION SRVC	48	\$	23,509
		\$	7,127

**Sick Leave Incentive (cash hrs)**

LIBRARY - ADMINISTRATION SRVC	20	\$	7,127
LIBRARY - CENTRAL LIBRARY		\$	7,785
LIBRARY - NEIGHBORHOOD SRVC	26	\$	7,785
MAYOR	20	\$	6,063
MPD - ADMINISTRATION	3	\$	2,370
MPD - OPERATIONS	86	\$	34,078
MUNICIPAL COURT	16	\$	3,971
PARKING	5	\$	3,971
PORT OF MILWAUKEE	24	\$	1,104
	10	\$	1,104
		\$	9,327
		\$	9,327
		\$	6,129
		\$	6,129

**Sickness in Family Police**

MPD - ADMINISTRATION		\$	4,922
MPD - OPERATIONS	28	\$	3,645
		\$	3,645
	11	\$	1,276
		\$	1,276

**SPEC PREM WAGE COR/ADJ NOPEN**

DCD - PUBLIC HOUSING		\$	1,275
FIRE - EMERGENCY SERVICES	3	\$	936
FIRE - SUPPORT SERVICES	1	\$	271
		\$	271
	8	\$	68
		\$	68

**Special 50 cent Premium**

FIRE - SUPPORT SERVICES		\$	1,292
		\$	1,292

**Special 50 cent Premium**  
FIRE - SUPPORT SERVICES 9 \$ 1,292

**Special Units Annual Pay**  
FIRE - EMERGENCY SERVICES \$ 1,788

**Taxed Boot Allowance**  
DCD - MGMT & SPECIAL PROJECTS \$ 1,520  
DEPT OF NEIGHBORHOOD SRVCS 2 \$ 160  
DEPT OF NEIGHBORHOOD SRVCS \$ 1,280  
DPW-OPS-FORESTRY 16 \$ 1,280  
DPW-OPS-FORESTRY \$ 80  
DPW-OPS-FORESTRY 1 \$ 80

**Taxed Cloth Cleaning Allow**

DCD - PUBLIC HOUSING \$ 12,919  
DEPT OF NEIGHBORHOOD SRVCS 39 \$ 1,950  
DEPT OF NEIGHBORHOOD SRVCS \$ 7,369  
HEALTH DEPARTMENT 104 \$ 7,369  
HEALTH DEPARTMENT \$ 3,600  
HEALTH DEPARTMENT 45 \$ 3,600

**Taxed Clothing Allowance**

ASSESSOR'S OFFICE \$ 91,450  
DCD - MGMT & SPECIAL PROJECTS 26 \$ 1,950  
DCD - MGMT & SPECIAL PROJECTS \$ 200  
DPW - SEWER - UNDERGROUND 2 \$ 200  
DPW - SEWER - UNDERGROUND \$ 400  
DPW - SEWER - UNDERGROUND 8 \$ 400  
DPW-INFRASTRUCTURE-ELECTRICAL \$ 8,668  
DPW-INFRASTRUCTURE-ELECTRICAL 105 \$ 8,668  
DPW-INFRASTRUCTURE-FACILITIES \$ 2,630  
DPW-INFRASTRUCTURE-FACILITIES 33 \$ 2,630  
DPW-INFRASTRUCTURE-ST/BRIDGES \$ 4,180

**Taxed Clothing Allowance**

DPW-INFRASTRUCTURE-ST/BRIDGES	57	\$	4,180
DPW-OPS-FLEET SERVICES		\$	385
DPW-OPS-FORESTRY	4	\$	385
DPW-OPS-SANITATION	8	\$	575
DPW-WATER-BUSINESS	345	\$	575
DPW-WATER-DISTRIBUTION	7	\$	64,957
DPW-WATER-HOWARD	10	\$	700
DPW-WATER-LINNWOOD	38	\$	1,000
FIRE - SUPPORT SERVICES	42	\$	2,100
HEALTH DEPARTMENT	3	\$	2,100
LIBRARY - ADMINISTRATION SRVC	1	\$	180
PARKING	2	\$	75
PORT OF MILWAUKEE	4	\$	150
	4	\$	150
	4	\$	360
	4	\$	300
	4	\$	300

**Taxed Glove/Coverall Allow**

DPW - SEWER - UNDERGROUND	\$	49,080
DPW-INFRASTRUCTURE-ELECTRICAL	74	\$ 7,920
DPW-INFRASTRUCTURE-ST/BRIDGES	90	\$ 9,240
DPW-OPS-FLEET OPS	123	\$ 9,240
		\$ 12,345
		\$ 12,345
		\$ 11,385

**Taxed Glove/Coverall Allow**

DPW-OPS-FLEET OPS	126	\$	11,385
DPW-OPS-FORESTRY		\$	7,970
	159	\$	7,970
PORT OF MILWAUKEE		\$	220
	2	\$	220

**Taxed Tool Allowance**

DPW - SEWER - UNDERGROUND		\$	4,940
	20	\$	20
DPW-INFRASTRUCTURE-ELECTRICAL	1	\$	20
		\$	3,680
DPW-INFRASTRUCTURE-FACILITIES	93	\$	3,680
		\$	880
DPW-INFRASTRUCTURE-STBRIDGES	22	\$	880
		\$	80
DPW-WATER-HOWARD	2	\$	80
		\$	80
DPW-WATER-LINNWOOD	2	\$	80
		\$	160
LIBRARY - ADMINISTRATION SRVC	4	\$	160
		\$	40
	40	\$	40
	1	\$	40

**Taxed Uniform Allowance**

FIRE - EMERGENCY SERVICES		\$	33,665
		\$	7,150
FIRE - SUPPORT SERVICES	23	\$	7,150
		\$	1,869
MPD - ADMINISTRATION	6	\$	1,869
		\$	7,484
MPD - OPERATIONS	48	\$	7,484
		\$	5,279
PARKING	39	\$	5,279
		\$	11,883
	63	\$	11,883

**Third shift Sunday**

HEALTH DEPARTMENT	\$	4,550
	\$	4,550
	\$	4,550

**Tuition Reimb - Undergrad Nix**

DER - ADMINISTRATION	\$	182,512
DPW-WATER-BUSINESS	181 \$	182,512
DPW-WATER-DISTRIBUTION	2 \$	2,228
DPW-WATER-ENGINEERING	1 \$	1,200
DPW-WATER-LINWOOD	2 \$	1,595
DPW-WATER-WATER QUALITY	3 \$	4,545
	1 \$	2,400
	1 \$	2,400

**Tuition Reimb - Undergraduate**

DER - ADMINISTRATION	\$	1,508
	2 \$	1,508

**Variable Shift Assignment Pay**

MPD - ADMINISTRATION	\$	7,921
	6 \$	7,921

**VSAP - Not Pensionable**

MPD - ADMINISTRATION	\$	1,396
	5 \$	1,396

**Weather Pay**

DPW - SEWER - UNDERGROUND	\$	4,880
DPW-INFRASTRUCTURE-ELECTRICAL	59 \$	4,880
	\$	34,418

**Weather Pay**

DPW-INFRASTRUCTURE-ELECTRICAL	141	\$	34,418
DPW-INFRASTRUCTURE-FACILITIES		\$	22
DPW-INFRASTRUCTURE-ST/BRIDGES	1	\$	22
		\$	17,928
DPW-OPS-FLEET OPS	99	\$	17,928
		\$	44
DPW-OPS-FORESTRY	1	\$	44
		\$	68,683
	199	\$	68,683

**Grand Total** \$ 2,859,089



Office of the Comptroller

W. Martin Morics, C.P.A.  
Comptroller

Michael J. Daun  
Deputy Comptroller

John M. Egan, C.P.A.  
Special Deputy Comptroller

Craig D. Kammholz  
Special Deputy Comptroller

November 22, 2011

Ref: Pay Admin

The Honorable Common Council  
Committee on Finance & Personnel  
City of Milwaukee

Dear Committee Members:

Re: Common Council File No. 110744

I have reviewed the fiscal impact statement in the above file, which reports the savings because of changes to Chapter 350 of the Milwaukee Code of Ordinances. The figures developed by the Labor Negotiator were based on data supplied by my office. No assumptions were made when calculating these savings, other than the elimination of said benefits. The figures reported by the Labor Negotiator are adequate for use in the file.

Very truly yours,



W. MARTIN MORICS  
Comptroller

WMM:JB  
Chapter 350 2012 changes

c: Labor Relations  
ERS





Department of Public Works  
November 22, 2011

**Ghassan Korban**  
Commissioner of Public Works

**Preston D. Cole**  
Director of Operations

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

RE: Common Council File #110744

Dear Committee Members:

It has come to my attention that some employees have raised concerns that the proposed changes to overtime will somehow cause the Department of Public Works to cut the work week short once employees work 40 hours, thereby, eliminating all overtime payments. As I have stated in previous testimony before the Committee, the Department of Public Works will not cut work weeks short for employees who work 40 hours before the end of the work week and who are scheduled to work more days in the week.

It is my intention not to change the methods by which our work is performed or the scheduling of that work. That means that employees will continue to be scheduled for forty hour weeks. If there is an occasion where an employee is called upon to work outside of the forty hour work week it is not our intention to cut short the week so as to avoid overtime payment.

Many of the concerns that have been raised related to snow and ice operations. These operations are performed by employees who are typically assigned to garbage and recycling routes during the regular forty hour week. Garbage and recycling routes are time sensitive functions scheduled for Monday-Friday each week. Garbage and recycling pick up is, in many cases, guaranteed for a particular day of the week.

The Department of Public Works is committed to providing a high level of service to the citizens, and manipulating employee schedules simply to avoid overtime payments does not fit into our operational model.

If you have any questions, please feel free to contact me.

Very truly yours,

Ghassan Korban  
Commissioner of Public Works

GK:mra

SUBCHAPTER 1  
HOLIDAY AND OVERTIME POLICIES

**350-1.** Definitions. In this chapter, unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, the following definitions shall apply:

**1.** HOLIDAY, except as specifically covered by other provisions of the code such as those pertaining to or for employees represented by a collective bargaining unit, means:

- a. New Year's Day - January 1.
- b. Good Friday.
- c. Memorial Day - Last Monday in May.
- d. Independence Day - July 4.
- e. Labor Day - The 1st Monday in September.
- f. Thanksgiving Day - The 4th Thursday in November or the day appointed by the governor of Wisconsin as a day of public thanksgiving in each year.
- g. The day after Thanksgiving Day.
- h. Christmas Day - December 25.
- i.. The last normal work day before Christmas Day.
- j. The last normal work day before New Year's Day.
- k. Dr. Martin Luther King Jr.'s birthday - the 3rd Monday in January.

**2.** OVERTIME means the authorized hours worked in excess of 40 hours in one week.

**3.** TIME AND ONE-HALF means compensation per hour worked, determined by dividing the biweekly rate by 80 and multiplying by 1.5, unless otherwise provided.

**4.** TIME WORKED means the hours worked during scheduled work periods, all holiday hours paid but not worked and all furlough hours not worked.

**350-2. Holidays, General Provisions.**

**1.** WEEKEND HOLIDAY. Whenever Independence Day (July 4) falls on a Saturday, the preceding Friday shall be observed as a holiday. Whenever New Year's Day (January 1) and Christmas Day (December 25) fall on a Saturday, the following Monday shall be observed as a holiday. When New Year's Day,

Independence Day or Christmas Day falls on a Sunday, the following Monday shall be observed as a holiday.

**2.** EMPLOYEES REPRESENTED BY A COLLECTIVE BARGAINING UNIT. For employees represented by collective bargaining units, the holiday schedule shall be as stated in their effective collective bargaining agreements, including any pertinent agreed-upon memoranda.

**3.** STATUTORY COMPLIANCE. Any statutory provisions establishing legal holidays on days other than those set forth under the definition of the term "holiday" in s. 350-1-1 shall not be observed in a manner resulting in a shorter workweek for general city employees. If the state of Wisconsin enacts a statute under which some or all of the holidays enumerated in s. 350-1-1 are established or observed as so-called Monday holidays, the city will move to observation of such law, but the conformance to state law shall not increase or diminish the number of holidays with pay granted annually.

**350-3. Uniform Overtime Policies.** Except as provided in s. 350-6, or unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, the following overtime policies shall be applied uniformly to positions in the city service.

**1.** CASH OR COMPENSATORY TIME. The determination as to whether overtime shall be taken as cash or compensatory time shall be made by each department head in consultation with the budget and management division. Department heads shall notify employees of whether cash or compensatory time-off is being offered for overtime worked prior to the actual work being performed. If notification is not provided that compensatory time is being offered for overtime worked, cash shall be paid for the overtime worked.

**2.** AS OVERTIME ONLY. When computing overtime of either type, time compensated for any reason on an overtime basis shall not be counted in computing further overtime.

**3.** RATE. Overtime shall be compensated, whether as cash or compensatory time, at the rate at which it was earned.

## **350-4 Employment Regulations And Benefits**

4. AUTHORIZATION. Department heads are authorized to order overtime work, and no overtime shall be worked unless so ordered.

5. HOLIDAYS. All hours worked on a holiday as specified under s. 350-1 by an eligible, fair labor standards act non-exempt employee shall be considered overtime.

6. CHANGE OF SHIFT. For departments that have regularly-scheduled multiple shifts, employees who are provided with less than 48 hours notice of a change in shift shall receive overtime for all hours worked during the subsequent 48-hour period.

7. EXCLUSIONS. Nothing contained within this section is intended to authorize or require overtime compensation for employees who are excluded from overtime compensation by other provisions of the code.

### **350-4. General Overtime Procedures and Regulations.**

1. EARNED OVERTIME AND EARNED VACATION TIME, TO BE PAID IN CASE OF DEATH. A city officer or employee shall be allowed time with pay, notwithstanding the death of the officer or employee, for earned vacation time which has accrued. A city officer or employee shall be allowed time with pay, notwithstanding the death of the officer or employee for recorded and certified overtime which has accrued, not exceeding 120 hours worked or 180 hours for which time-off may be taken, to which the employee was entitled at the time of death. The proper city officers shall include overtime and vacation time on the regular or supplementary payroll to accomplish the purpose of this section.

2. REPORTING OVERTIME REQUIRED. a. To Employee Relations. A report of all overtime employment, whether compensated for in cash or by compensatory time-off allowed by each department, shall be submitted to the director of employee relations with the payroll for the period in which the overtime was authorized for a review of the necessity of the overtime employment. The director of employee relations shall prescribe the form of the report of overtime worked or compensatory time taken off, and the number and disposition of copies. In case of departmental error or omission in reporting overtime worked or time taken off, supplementary reports shall be submitted by the departments in order that payroll checks shall

reflect correct amounts, and overtime records shall indicate the exact number of hours of overtime worked or time taken off.

b. To Common Council. From the departmental reports of overtime worked or compensatory time taken off, the director of employee relations shall prepare consolidated reports of the overtime worked or time taken off, and shall submit the consolidated reports together with other appropriate information to the common council at regular intervals.

c. Accumulated Overtime. If an employee accumulates a total of 180 hours of compensatory time-off, or 120 hours of overtime worked for which time-off may be taken, the director of employee relations shall initiate a schedule to eliminate the overtime backlog, investigate the cause and justification of the overtime work and, when possible, institute such recommended procedures as may be necessary to eliminate the need for overtime work. In each case, the director of employee relations shall provide to the common council a report of the overtime and the recommendations made or action taken to reduce or eliminate the overtime work.

d. Overtime Studies. On the basis of regular and special reports, the common council shall regularly review the overtime worked by each department, require the presence of department heads or supervisors empowered to authorize overtime work for supporting or explaining its need, and establish rules as may be deemed necessary for controlling overtime work.

3. OVERTIME NOT TO BE USED FOR RETIREMENT CREDIT. No overtime period of service, nor the compensation received, shall be counted as accruing toward credit or deduction on any annuity or pension rights.

### **350-5. Exclusion from Overtime.**

1. POSITIONS EXCLUDED. The director of employee relations shall determine the positions that shall be exempt from the overtime provisions of this chapter.

2. FLEXIBLE SCHEDULE. Employees of positions that work a minimum average of 40 hours per week, normally consisting of 5 workdays of 8 hours each, shall be considered to work on a flexible schedule within the limits of a 40-hour week, dependent on existing workload demands and with the

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approval of department heads. Under this flexible schedule provision, the daily work schedule of employees may be adjusted as necessary and appropriate to fulfill their assigned duties and responsibilities. The adjustments may include starting and quitting times that are earlier or later than established in the normal work schedule of a department and may include hours of work that are more or less than 8 hours in any particular day, within the limits described. This flexible schedule provision shall not be construed as allowing compensatory time-off at the rate of time and one-half, allowing time-off for extended personal illness without charge to sick leave, or allowing time-off for extended vacation.

**3. ADMINISTRATION.** Department heads shall enforce this section as it applies to personnel within their departments. The director of employee relations shall interpret the provisions of this section and report to the finance and personnel committee any problems or abuses concerning the interpretation or administration of this section.

**4. TO BE USED WITHIN 2 YEARS.** All employees entering positions excluded from payment in cash or compensatory time-off for overtime worked by these or any other provisions of the code shall take off any overtime balance previously earned within a 2-year period from the time of entering the position.

**350-6. Compliance with the Fair Labor Standards Act.** In accordance with the provisions of the federal fair labor standards act, the:

**1.** Director of employee relations shall determine the positions and classes that are covered by the act and transmit appropriate guidelines and instructions for carrying out the applicable provisions of the act to city departments and agencies.

**2.** Comptroller shall develop and establish payroll recordkeeping, payment inclusions and payroll practices to ensure good-faith compliance with the act.

**3.** Director of employee relations shall issue a policy statement prohibiting departments and agencies from docking employees exempt from the act for partial-day absences and institute a policy for those employees to make up the time, consistent with departmental operations.

**4.** Labor negotiator shall meet with appropriate representatives to discuss and clarify city compliance policies.

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**SUBCHAPTER 2  
INSURANCE**

**350-25. Group Life Insurance.**

1. DEFINITIONS. In this section:
  - a. "City" means the city of Milwaukee.
  - b. "City agency" means a city agency as defined in s. 36-02-8 of the city charter which has voted to participate in the city's group life insurance program with the approval of the common council.
  - c. "Employe" means employe as defined in sub. 3.
  - d. "Fireman" means fireman as defined in s. 36-02-16 of the city charter.
  - e. "Policeman" means policeman as defined in s. 36-02-24 of the city charter.
2. PURPOSE. It is the intention of the common council of the city of Milwaukee by adoption of this section to provide group life insurance for eligible city employes including therein all officers pursuant to the terms and conditions hereinafter specified.
3. ELIGIBILITY. a. "Employe" as used herein shall mean any person who may appear on a regular payroll at full basic pay for at least 20 hours a week on a year-round basis; or, effective March 1, 2001, for school nurses represented by the Staff Nurses' Council, at least 20 hours week on a school-year basis or 40 hours a week for 6 consecutive months of service with the employer in each year. The term employe shall not exclude any employe who has retired after 20 years of service as recognized for vacation computation under the employe's respective retirement plan, or any policeman under the employe's retirement system who has separated with 25 years of creditable service and elected a deferred retirement allowance under s. 36-05-6-e, of the city charter, nor any retired employe who had less than 25 years of such service but more than 20 years of such service on May 14, 1968, was insured under the provision of sub. 5 provided that all back premiums are paid by employe.
  - b. The employe must complete 6 consecutive months of service with the city on the day preceding such date; for the purpose of this requirement, an authorized leave of absence without pay for more than 5 consecutive days shall be considered a termination of employment. Effective March 1, 2001, for school nurses represented by the Staff Nurses' Council, all leaves of absence because of school not in session shall not be considered a termination of employment.

- c. For determining group life insurance eligibility, mandatory furlough time shall be considered as time of active service on the payroll.
  - d. A terminated employe who is re-employed shall be considered as a new employe.
  - e. Any employe who waived coverage heretofore and who is desirous of obtaining such coverage because of the free group life insurance which the city is providing, may obtain coverage of group life insurance to which his compensation entitled him. Such person shall be permitted to obtain such free insurance coverage only in the amount to which he is entitled, based on his compensation. Application for such insurance shall be made on forms supplied by the group life insurance department and all such coverage shall be effective from and after January 1, 1969. Deductions for that portion of the group life insurance coverage which such applicant is entitled to shall be in the manner determined by the group life insurance department. The re-enrollment period shall expire March 15, 1969, and any eligible person not enrolling by that date shall be deemed to have waived such insurance. An employe who waives coverage within 30 days of the date of his original eligibility and then applies for coverage must be under age 50, wait one year from date of application, and submit evidence of insurability to the insurance company at his own expense.
  - f. Coverage for eligible employes shall be voluntary.
  - g. A person who retires is eligible if retirement takes place at age 60 or older, or in the case of firemen and policemen at age 57 or older, and then only if covered by insurance by being an employe at the time of retirement.
  - h. If retirement on a voluntary basis is prior to attainment of age 60 or age 57 for firemen or policemen, the right to be covered by insurance in the group life insurance plan is terminated, except as provided in sub. 1.
  - i. Notwithstanding the provisions of par. a group life insurance shall be provided to certain employes as specified in this section during the period January 1, 1979, through December 31, 1980.
4. AMOUNT OF INSURANCE.
    - a. Base Coverage. The amount of base coverage to which an employe other than a fireman or policeman is eligible shall be equal

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to the employe's annual basic salary to the next higher thousand dollars of earnings. For firemen and policemen the amount of base coverage for employes in active service, and the terms and conditions under which such coverage is to be provided, shall be as set forth in either sub. 12 or, if the employe is in a certified collective bargaining unit, in the labor contract between the city and such certified bargaining unit that is in force and effect.

b. Optional Coverage. b-1. City management employes and designated management employes of city agencies, employes represented by the Technicians, Engineers and Architects of Milwaukee, Local 75, Journeymen Plumbers' and Gasfitters' Union, AFL-CIO, and Local 494, IBEW, AFL-CIO (Machine Shop) in active service or retiring on disability under the age of 65 eligible for and taking base coverage shall be eligible to apply for supplemental coverage at their option in increments of \$1,000, to a maximum of 1.5 times their annual basic salary rounded to the next higher thousand dollars of earnings. Application for supplemental coverage shall be permitted annually during periods of open enrollment as designated by the city.

b-2. No later than 30 days prior to the date established by the city, an employe represented by Local 494, IBEW, AFL-CIO (Electrical Group) or the Milwaukee Building Construction Trades Council in active service or who after that date retires on disability and under the age of 65 eligible for and taking base coverage shall be eligible to apply for supplemental coverage effective the first day of the month following the open enrollment period as determined by the city for supplemental coverage at his or her option in increments of \$1,000 to a maximum of 1.5 times his or her annual basic salary rounded to the next higher thousand dollars of earnings. Application for supplemental coverage shall be permitted annually during periods of open enrollment as designated by the city.

b-3. No later than 30 days prior to the date established by the city, a nonmanagement, nonrepresented employe or an employe represented by Milwaukee District Council 48, AFSCME, AFL-CIO, the Joint Bargaining Unit of Local 139, IUOE, AFL-CIO and Milwaukee District Council 48, AFSCME, AFL-CIO, the Staff Nurses' Council, the Association of Scientific Personnel, or the International Association of Machinists and Aerospace Workers, District No. 10, AFL-CIO in active

service or who after that date retires on disability and under the age of 65 eligible for and taking base coverage shall be eligible to apply for supplemental coverage effective January 1, 1994 at his or her option in increments of \$1,000 to a maximum of 1.5 times his or her annual basic salary rounded to the next higher thousand dollars of earnings. Application for supplemental coverage shall be permitted annually during periods of open enrollment as designated by the city.

b-4. No later than 30 days prior to the date established by the city, an employe represented by Milwaukee District Council #48, AFSCME, AFL-CIO; the Association of Municipal Attorneys; the Association of Scientific Personnel; Local #195, IBEW, AFL-CIO; the Staff Nurses' Council; Public Employes' Union #61, LIUNA, AFL-CIO, CLC or the Joint Bargaining Unit of Local 139, IUOE, AFL-CIO and Milwaukee District Council 48, AFSME, AFL-CIO in active service or who after that date retires on disability and under the age of 65 eligible for and taking base coverage shall be eligible to apply for supplemental coverage, at his or her option, in increments of \$1,000 to a maximum of either 1.5 times his or her annual basic salary rounded to the next higher thousand dollars of earnings or \$100,000, whichever is greater. This supplemental coverage shall be effective the first day of the next month following the next open enrollment period as determined by the city for supplemental life insurance coverage following the execution dates of the labor agreements with the bargaining units covered by this paragraph. Application for supplemental coverage shall be permitted annually during periods of open enrollment as designated by the city.

b-5. No later than 30 days prior to the date established by the city, an employe represented by Fire Equipment Dispatchers, Local #494, IBEW, AFL-CIO in active service or who after that date retires on disability and under the age of 65 eligible for and taking base coverage shall be eligible to apply for supplemental coverage effective the first day of the next month following the next open enrollment period as determined by the city at his or her option in increments of \$1,000 to a maximum of 1.5 times his or her annual basic salary rounded to the next higher thousand dollars of earnings. Application for supplemental coverage shall be permitted

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annually during period of open enrollment as designated by the city.

b-6. No later than 30 days prior to the date established by the city, an employe represented by Public Employees' Union #61, LIUNA, AFL-CIO, CLC, or by the Association of Law Enforcement Allied Services Personnel, Local #218, IUPA, AFL-CIO (Clerical Unit), or the Association of Municipal Attorneys in active service or who after that date retires on disability and under the age of 65 eligible for and taking base coverage shall be eligible to apply for supplemental coverage effective the first day of the next month following the next open enrollment period as determined by the city at his or her option in increments of \$1,000 to a maximum of 1.5 times his or her annual basic salary rounded to the next higher thousand dollars of earnings. Application for supplemental coverage shall be permitted annually during periods of open enrollment as designated by the city.

c. Pay Period Affected. Amounts of group life insurance coverage to which the employe is entitled shall be adjusted on pay period 1 for coverage effective January 1 and on pay period 15 for coverage effective July 1 and adjustments shall accordingly be made to reflect the effect and intent of negotiated retroactive wage adjustments for January 1 or July 1 coverage respectively.

d. Change of Coverage. Eligible employes who apply shall be required to take maximum base coverage. Eligible employes shall be permitted to change the amount of their supplemental coverage annually at such time as is approved by the carrier of the city of Milwaukee.

e. Percent of Coverage after Age 65.

e-1. For employes who retired prior to January 1, 1970, when reaching age 65 coverage shall be reduced to 75% of annual insurance coverage, at age 66 to 50% of annual insurance coverage; and at age 67 and thereafter 25% of annual insurance coverage. For employes who were in active service on or after January 1, 1970, and who retired prior to January 1, 1972, upon reaching age 65 there shall be no reduction in the amount of free insurance coverage for such persons, at age 66 coverage shall be reduced to 66 2/3% of such annual insurance coverage; and at age 67 and thereafter to 33 1/3% of such annual insurance coverage. Employes who were in active service on or after January 1, 1972, and for those

retiring after December 31, 1971, upon reaching age 65 there shall be a reduction in the amount of free insurance coverage for such employes and such coverage shall remain and continue at 50% of the highest amount of compensation which they have earned. It is not intended by the provisions of this section that any person age 65 or over covered by group life insurance and who had not retired prior to January 1, 1972, shall be deprived of any benefit which has accrued to him prior to this amendment.

e-2. For employes in active service on or after January 1, 1993, upon attaining age 65, the amount of life insurance coverage to which a management or non-management/nonrepresented employe, or an employe represented by Milwaukee District Council 48, AFSCME, AFL-CIO or Technicians, Engineers and Architects of Milwaukee, or Local 494, IBEW, AFL-CIO (Machine Shop), or Local 75, Journeymen Plumbers' and Gasfitters' Union, AFL-CIO, or the Association of Scientific Personnel or the Joint Bargaining Unit of Local 139, IUOE, AFL-CIO and Milwaukee District Council 48, AFSCME, AFL-CIO, or Staff Nurses' Council, or International Association of Machinists and Aerospace Workers, District No. 10, AFL-CIO, or Local 195, IBEW, AFL-CIO, or Public Employees' Union #61, LIUNA, AFL-CIO, CLC, or by the Association of Law Enforcement Allied Services Personnel, Local #218, IUPA, AFL-CIO (Clerical Unit), or the Association of Municipal Attorneys, or Local 494, IBEW, AFL-CIO (Electrical Group), or the Milwaukee Building and Construction Trades Council, AFL-CIO, is entitled, who was insured for 100% of annual base salary on the day immediately preceding his or her 65th birthday, shall be reduced by 33-1/3% on his or her 65th birthday and, by an additional 16-2/3% on his or her 70th birthday.

e-3. For employes in active service on or after January 1, 1993, upon attaining the age of 65, the amount of life insurance coverage to which a management employe or an employe represented by Technicians, Engineers and Architects of Milwaukee, or Local 494, IBEW, AFL-CIO (Machine Shop), or Local 75, Journeymen Plumbers' and Gasfitters' Union, AFL-CIO, or Public Employees' Union #61, LIUNA, AFL-CIO, CLC, or the Association of Municipal Attorneys is entitled, who was insured for more than 100% of annual base salary on the day immediately preceding his or

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her 65th birthday, shall be reduced by 33-1/3% on his or her 65th birthday and by an additional 16-2/3% on his or her 70th birthday and by an additional 16-2/3% on his or her 75th birthday, but in no event to less than 50% of annual base salary.

e-4. For employes in active service on or after July 1, 1993, upon attaining the age of 65, the amount of life insurance coverage to which an employe represented by Fire Equipment Dispatchers, Local #494, IBEW, AFL-CIO is entitled, who was insured for 100% of annual base salary on the day immediately preceding his or her 65th birthday, shall be reduced by 33-1/3% on his or her 65th birthday, and by an additional 16-2/3% on his or her 70th birthday.

e-5. For employes in active service on or after January 1, 1993, upon attaining the age of 65, the amount of life insurance coverage to which an employe represented by Fire Equipment Dispatchers, Local #494, IBEW, AFL-CIO, or Local 494, IBEW, AFL-CIO (Electrical Group) is entitled, who was insured for more than 100% of annual base salary on the day immediately preceding his or her 65th birthday, shall be reduced by 33-1/3% on his or her 65th birthday, and by an additional 16-2/3% on his or her 70th birthday, and by an additional 16-2/3% on his or her 75th birthday, but in no event to less than 50% of annual base salary.

e-6. For employes in active service on or after January 1, 1994, upon attaining the age of 65, the amount of life insurance coverage to which a nonmanagement/nonrepresented employe, or an employe represented by Milwaukee District Council 48, AFSCME, AFL-CIO, or the Association of Scientific Personnel or the Joint Bargaining Unit of Local 139, IUOE, AFL-CIO and Milwaukee District Council 48, AFSCME, AFL-CIO, or Staff Nurses' Council, or International Association of Machinists and Aerospace Workers, District No. 10, AFL-CIO, or Public Employees' Union #61, LIUNA, AFL-CIO, CLC, or by the Association of Law Enforcement Allied Services Personnel, Local #218, IUPA, AFL-CIO (Clerical Unit) is entitled, who was insured for more than 100% of annual base salary on the day immediately preceding his or her 65th birthday, shall be reduced by 33-1/3% on his or her 65th birthday and by an additional 16-2/3% on his or her 70th birthday and by an additional 16-2/3% on his or her 75th birthday, but in no event to less than 50% of annual base salary.

5. PREMIUM PAYMENTS. a. Costs. The city and employe shall share the cost of the aggregate monthly premium. The employe shall pay the sum of \$0.21 per \$1,000 of group life insurance monthly upon the amount of insurance in excess of the free insurance to which he is entitled. The city shall pay the difference between the premium rates per \$1,000 of group life insurance monthly established by executed contract with the carrier of the city of Milwaukee group life insurance program and the sum of \$0.21 per \$1,000 of group life insurance monthly which is payable by the employe upon the amount of insurance in excess of the free insurance to which the employe is entitled. The city shall be entitled to the return of dividends and any net reserves returned by the insurance carrier. A member under age 65 on leave, lay-off, or retirement prior to age 65 entitled to continue his insurance by making cash payments under the conditions of this section, shall be entitled to continue his insurance by paying full premium rates as established by executed contract with the insurance carrier less an adjustment for estimated dividend. Such contract entered into between the city and the insurance carrier shall be drafted by the city attorney's office and shall be executed by the mayor and the city clerk, and countersigned by the city comptroller, following approval of the contract by the committee on finance and personnel and the common council.

c. Monthly Rate. A flat rate per month shall be established with no differentiation between age group up to 65.

d. On Leave of Absence. Employes who are on leave of absence shall be permitted 12 cash payments; however, employes on extended authorized educational leaves of absence or on extended authorized leaves of absence to work for project area committees may be permitted to make additional cash payments provided such additional cash payments are authorized by the committee on finance and personnel on the basis of an annual review; regular employes who are eligible as group life insurance participants and who have a seasonal temporary lay-off status shall be permitted 6 cash payments; however, employes on leave of absence for illness or on ordinary

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disability retirement shall be allowed to make cash payments for 2 years. Employes on duty disability retirement shall be allowed to continue their insurance coverage by making cash payments during their disability retirement until such time as they may become covered by another employer's life insurance program. If cash payments are not made, the insurance shall lapse.

e. Monthly Basis. Premium payments shall be made monthly on a payroll deduction basis.

f. Retirement After 20 Years. An employe insured under this section who is entitled to retire after 20 years of service, as recognized for vacation computation, under his respective retirement plan, and who does retire, and an insured policeman under the employes retirement system who has separated with 25 years of creditable service and elected a deferred retirement allowance under s. 36-05-6-e, shall be required to pay the full net premium together with such additional amount to accumulate a reserve required of any other employe.

6. CONVERSION PRIVILEGES. a. If an employe leaves the service of the city, except by retirement, his group life insurance shall continue for a period of 31 days, during which time he may purchase an individual life insurance policy at standard rates without medical examination.

b. Any conversion charges made by the insurance company shall be paid by the employe.

7. ADMINISTRATION AND ENROLLMENT. The annuity and pension board of the employe's retirement system, hereinafter referred to as the board, shall have the responsibility for the administration of the group life insurance program as provided for herein. Such board is authorized to determine and effect the method and procedure which shall be employed in providing for the enrollment of eligible employes, and in so doing shall consult with the director of employe relations. The board is authorized to prepare and promulgate such rules and regulations as may be appropriate in the board's judgment in carrying out the purpose and objectives of this section; provided, however, that before any such rules or regulations shall become effective, they must first be approved by the committee on finance and personnel of the common council and a certified copy of the rule or regulation filed with

the city clerk's office. The responsibility for the application of the provisions of this section, as well as their interpretation, shall devolve upon the board.

8. APPROPRIATIONS. a. Appropriations to cover the city's cost of participating in the group life insurance program as specified for in this section shall be made by the common council in the municipal budget. It is authorized that city funds may be used for the purpose of paying the city's share of the costs of the group life insurance program.

b. The board is permitted to expend such sums as are authorized by the common council in order to carry out the board's duties and responsibilities under the provisions of this section.

9. SPECIFICATIONS. The committee on finance and personnel of the common council may employ such consulting assistants as it may determine for the purpose of preparing specifications for a group life insurance plan as provided for in this section. The board may establish the rules and regulations which shall be applicable to the submission of bids by qualified insurance companies authorized to do business in the state of Wisconsin at the request of the committee on finance and personnel. The committee on finance and personnel and the common council shall determine the most favorable bid submitted with respect to such group life insurance program.

10. LEGAL ADVISER. The city attorney's office shall be the legal adviser with respect to the group life insurance program.

11. AMENDMENTS. This section may be amended from time to time by the common council in order to provide for additional terms, conditions and authorization. Nothing herein contained shall prohibit the common council from amending this section to provide for a different method of insurance than set forth in this section.

12. UNREPRESENTED NONCIVILIAN FIRE AND POLICE MANAGEMENT EMPLOYES. a. Eligibility. Employes in active service and in the following position classifications shall be entitled to the life insurance benefits provided under this subsection as long as they remain in active service within such classifications:

- a-1. Chief of police.
- a-2. Inspector of police.
- a-3. First deputy inspector of police.
- a-4. Deputy inspector of police, training and special services.

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a-5. Deputy inspector of police, personnel and labor relations.

a-6. Inspector of detectives.

a-7. Superintendent of police communications.

a-8. Deputy inspector of police administration.

a-9. Deputy inspector of police identification.

a-10. Assistant director of police administration.

a-11. Fire chief.

a-12. First assistant chief engineer.

a-13. Deputy chief, fire.

a-14. Battalion chief classifications.

a-15. Chief dispatcher of fire alarm and telegraph.

b. Amount of Life Insurance Coverage. Employees under age 65 shall be eligible to elect and maintain life insurance coverage in an amount equivalent to 1.5 times their annual base salary rate rounded to the next higher thousand dollars so long as they remain in active service and under age 65. Upon attaining age 65, the amount of life insurance coverage to which an employee is entitled shall be reduced to an amount equal to 100% of the employee's annual base salary rate rounded to the next higher thousand dollars. This reduction shall become effective on the first day of the month next following the month in which the employee attains age 65 and shall remain in effect so long as the employee remains in active service.

c. Adjustment of Coverage. The amount of life insurance coverage to which an employee is entitled shall be adjusted semi-annually on January 1 and July 1 to reflect changes in the employee's annual base salary rate. In this paragraph, "annual base salary rate" means an amount equivalent to the employee's biweekly base salary on those 2 dates, as the employee's biweekly base salary is established by the salary ordinance, divided by 14 and then multiplied by 365.

d. Conditions and Eligibility for Election of Coverage. d-1. Subject to the terms and conditions provided under subds. 2 to 6, an employee shall be entitled to elect the amount of life insurance coverage provided under par. b upon completion of 180 consecutive calendar days of active service as a full-time (40 hours per week) employee following the employee's initial date of employment with the city.

d-2. The election of life insurance coverage shall be in a manner prescribed by the city.

d-3. An employee meeting the eligibility requirements for election of life insurance coverage must make such election within 30 consecutive calendar days after the date the employee's eligibility is first established. If the employee fails to make such election within this time limit, the election shall be made only on such terms and conditions as are established and maintained from time to time by the city or its life insurance carrier.

d-4. An employee shall become entitled to the life insurance coverage provided under par. b 30 consecutive calendar days following the date the employee elects such coverage.

d-5. An employee re-employed subsequent to a separation from active service, for whatever reason, must re-establish eligibility for life insurance coverage on the same basis that would be applicable to a new employee having the same starting date that the re-employed employee had following employment.

d-6. An employee who has previously waived life insurance coverage provided by the city, either under this subsection or otherwise, while employed with the city or a city agency as defined in s. 36-02-8 of the city charter, shall be permitted to elect life insurance coverage only on such terms and conditions as are established and maintained from time to time by the city or its life insurance carrier.

e. Cost of Life Insurance Coverage. Employees eligible for life insurance coverage under par. b who elect such coverage shall pay to the city an amount equal to 21 cents per month for each \$1,000 of coverage in excess of \$45,000 for firemen after December 31, 1999 and in excess of \$45,000 for policemen after March 1, 1996. These payments shall be accomplished by periodic deductions from employees' biweekly pay checks. The city shall make all other necessary payments for life insurance coverage described in par. b.

f. Conditions and Limitations on Benefits. f-1. An employee eligible to elect life insurance coverage must elect the maximum amount to which the employee is entitled under par. b.

f-2. The life insurance benefits provided under this subsection shall only cover employees while they are in active service.

f-3. Life insurance benefits shall be subject to all terms and conditions contained in the contract between the city and its life insurance carrier effective January 1, 1983.

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f-4. While eligible for the life insurance benefits provided under this subsection an employe shall not be entitled to receive additional benefits under subs. 1 to 11. However, such an employe shall be covered by all the terms and conditions provided in subs. 1 to 11 that are not in conflict with this subsection.

g. Effective Date. This subsection shall be in force and effect from and after January 1, 1983, for policemen and March 1, 1983, for firemen.

**13. COVERAGE FOR CERTAIN RETIRED POLICE EMPLOYES.** a. Employes who retire in the following position classifications are eligible for the optional reduced retiree life insurance coverage hereinafter provided:

a-1. Chief of police.

a-2. Assistant chief of police.

a-3. Inspector of police.

a-4. Deputy inspector of police position assigned to the administration division of the personnel/administration bureau.

a-5. Captain of police position assigned to the office of the chief of police.

a-6. Administrative lieutenant of detectives assigned to the personnel division of the personnel/administration bureau.

b. Except as provided in par. c, an employe eligible for retiree life insurance coverage who elects such coverage must elect the maximum to which the employe is entitled under sub. 4-d.

c. An employe who commences receiving a service retirement allowance on and after July 25, 1989, and is eligible for retiree life insurance coverage under subs. 1 to 11 shall be eligible to elect an amount of coverage less than the maximum prescribed thereunder (such coverage shall be termed "reduced coverage") subject to the following conditions:

c-1. The employe may elect reduced coverage at the time of retirement or, commencing with the 2nd January 1 following the employe's effective retirement date, within the 30 calendar day period immediately preceding January 1 of the calendar year. Such election shall be in writing on a form prescribed by the city and shall be submitted to a city-designated administrator within time limits prescribed by the city. Once elected, the amount of an employe's reduced coverage shall remain unchanged, except as provided in subd. 2.

c-2. An employe or retiree eligible for reduced coverage may modify the amount of his or her retiree life insurance coverage, either maximum coverage or reduced coverage, for a calendar year by executing a change of coverage form prescribed by the city within the 30 calendar day time period immediately preceding January 1 of the calendar year, but not earlier than the 2nd January 1 following the employe's effective date, in accordance with procedures established for this purpose by the city. In no event shall the modified amount of coverage exceed the maximum amount of coverage prescribed by the city.

d. Election of reduced coverage or modification to reduced coverage or maximum coverage during the 30 calendar day period immediately preceding January 1 of the calendar year, as provided in this subsection, shall become effective on January 1 of the calendar year.

e. The amount of reduced coverage shall be in units of \$1,000.

f. An employe or retiree age 65 or older shall not be eligible to elect or maintain reduced coverage.

g. For purposes of administration, "retiree" means an individual eligible for reduced coverage after the effective date his or her service retirement allowance commenced. Election of retiree life insurance coverage and modification to the coverage shall be the responsibility of the employe or retiree.

### **350-27. Reimbursement of City for Worker's Compensation.** 1. PAID TO CERTAIN DEPARTMENTS.

The department of employe relations shall submit at the end of each quarter of the fiscal year a statement of worker's compensation expenses incurred for injuries sustained by employes while within the scope of employment who are employed by the Milwaukee water works and the Milwaukee board of school directors to the aforesaid department, departments or divisions.

2. REIMBURSEMENT. At the end of each quarter of a fiscal year, the Milwaukee water works and the Milwaukee board of school directors, which are self sustained, shall reimburse the city for all worker's compensation expenses incurred for injuries sustained by employes while within the scope of employment who are employed by said respective departments.

### **350-30 Employee Regulations And Benefits**

**3. HOUSING AUTHORITY.** The housing authority of the city of Milwaukee shall through private insurance contract provide for coverage of worker's compensation expenses for injuries sustained by employes of said housing authority while within the scope of employment.

**350-30. Health Benefits. 1. PAYMENTS OF PREMIUMS, CLAIMS AND ADMINISTRATIVE FEES AUTHORIZED.** The department of employee relations, division of employee benefits, is authorized to contract for insured or self-insured healthcare benefits for city employees and to make payments to an insurance company or fees and health care claims to a third-party administrator if the city self-funds the health insurance benefits.

**2. EFFECTIVE DATE.** Payment of premiums accrued prior to January 1, 2012, shall be paid and then cease as of December 31, 2011. Subsequent payment of premiums or claims by the city shall commence on January 1, 2012.

**3. ADDITIONAL COMPENSATION.** Nothing contained in this section shall in any manner be construed or interpreted to mean that any additional compensation is being, or shall be, paid to any employee or officer of the city; nor shall any such person have or assert any claim against the city for payment to the person of any amount by reason of any provision of the code relating to the payment of premiums for city employees or officers of the city.

**4. EMPLOYEE PAYMENTS.**

a. Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, every city employee shall be responsible for 12% of the health insurance premium selected by the employee as determined by the department of employee relations working with a consultant and an actuary to determine the total cost of the plan.

b. Every city employee shall be responsible for deductibles, co-payments or other charges as shall be determined by the common council

**5. ELIGIBILITY FOR NEW EMPLOYEES.** New employees eligible for enrollment in health insurance are eligible for insurance on the 31st day of employment. Determination of eligibility shall be made by the department of employee relations.

**6. ADMINISTRATION.** The department of employee relations shall administer this section.

**350-33. Long-Term Disability Insurance.**

**1. PROGRAM AUTHORIZED, PAYMENT OF PREMIUMS.** The department of employee relations is authorized to enter into contracts on behalf of the city for the purchase of long-term disability benefits for eligible employees or groups as determined by the department of employee relations. The city shall pay the cost of benefits after a 180-day waiting period, and the policy may provide that an employee may elect to pay the vendor selected by the department of employee relations for a shorter waiting period, such as 60, 90 or 120 days.

**350-34. Dental Insurance.**

**1. PROGRAM AUTHORIZED, PAYMENT OF PREMIUMS.** The department of employee relations is authorized to contract with dental providers and to determine dental benefits for city employees. The department of employee relations is authorized to make payments to dental insurance providers for these benefits.

**2. ELIGIBILITY.** The department of employee relations shall be authorized to determine eligibility for dental benefits.

**3. EMPLOYEE CONTRIBUTIONS.** The department of employee relations is authorized to pay \$13 per month for single dental and \$37.50 per month for family dental coverage. Each employee shall be responsible for the balance of the premium. The department of employee relations shall communicate information about these benefits to eligible employees.

**SUBCHAPTER 3  
LEAVES OF ABSENCE**

**350-35. Leave of Absence Policies. 1. LENGTH OF TIME; RESTRICTIONS.** No employe of the city of Milwaukee shall be granted a leave of absence with or without pay for a period of longer than one year, and no leave of absence shall be granted any such employe unless said employe has been so continuously employed for 6 months after the expiration of any previous leave of absence; provided further that this section shall not apply to any leave of absence taken on account of illness; provided further that a leave of absence granted for educational training under public laws 16 and 346 of the 78th Congress and amendments and supplements thereto, may be extended for a period of not to exceed a total continuous leave of 4 years. The provisions of this section shall not apply to leaves of absence of city officials or employes whose positions are not filled during said absence.

**2. RUNNING FOR POLITICAL OFFICE.**

a. **Candidacy.** Any exempt or nonexempt city employe may be a candidate for any political office and may actively campaign therefore without jeopardizing his or her employment with the city.

b. **Reinstatement Rights.** In the case of his or her election, the elected official shall, upon request, be granted a leave of absence from his or her position of municipal employment, and the leave of absence shall carry reinstatement rights to be exercised not later than one year from the expiration of his or her elected term of office, and the reinstatement may be either to his or her position formerly held or to a position having substantially similar requirements, responsibilities and salary; provided, however, that any reinstatement may be made only to fill a vacancy and shall not be made if the effect would be to displace a regularly and permanently appointed successor. This paragraph shall apply only to personnel holding civil service positions under the control of the common council.

c. **Notification.** It shall be the duty of all employes affected by this subsection to forthwith advise their immediate supervisor of such political candidacy, and of such supervisor to forthwith give notice to the appropriate department.

**3. TIME-OFF FOR JURY DUTY.** Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, employees shall be granted time-off with pay for reporting for jury duty or jury service upon presentation of satisfactory evidence relating to this duty or service. Employees shall retain all compensation received for jury-duty service, but shall have deducted from their city pay an amount equal to the compensation received by them for jury duty, exclusive of travel pay and pay for jury duty performed on off-duty days. No greater amount of time shall be granted than necessary, and in any case, if an employee is called for jury duty and reports therefor without receiving a jury assignment for that day, or if the employee is engaged in jury duty or service for a part of a day, the employee shall, if his or her city work is available, report for the performance of city duties for the remainder of the day. If jury duty coincides with any mandatory furlough dates, the employee shall not be paid salary from the city on those dates but shall be allowed to retain jury-duty compensation

**3.5. TIME OFF FOR COURT SUBPOENAS.** Employes shall be granted time off with pay, upon presentation of satisfactory evidence relating to this duty, under a subpoena to appear in court during working hours with respect to any incident which occurred while the employes were at work. Compensation received (exclusive of travel pay) for this duty shall be immediately paid over to the city treasurer and shall be credited to the general fund; provided, however, that payment for the duty may be retained by employes for appearances made on off-duty hours. If such court subpoena appearances coincide with any mandatory furlough dates, the employe shall not be paid salary from the city on those dates, but shall be allowed to retain court subpoena appearance compensation.

**4. FIRE DEPARTMENT OFFICERS; FEDERAL SERVICE NOT TO EXCEED 5 YEARS.** Any officers of the Milwaukee fire department who shall qualify and be taken into the federal government service as chiefs or assistant chiefs of the government's fire protection service shall be granted a leave of absence for a period of one year, provided that this period of time may be extended from year to year upon filling a 30-day notice requesting an extension with the chief engineer of the Milwaukee fire department prior to the expiration

## 350-35-5 Employee Benefits and Regulations

of the year; but in no event shall such extended service exceed 5 years. Upon return, such employees of the fire department shall be subject to a satisfactory medical examination to be given by the medical examiners designated by the fire and police commission and, if passed by the medical examiners, be placed in the same position as now held by them.

**5. FUNERAL LEAVE.** a. Immediate Family. Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, funeral leave shall cover necessary absence from duty of a general city employee because of death in the immediate family of the employee. "Immediate family" is defined as husband or wife, child, stepchild, brother, sister, parent, stepparent, mother-in-law, father-in-law, brother-in-law, sister-in-law or grandchild of the employee. "Brother-in-law" and "sister-in-law" includes a spouse's sibling's spouse. "Immediate family" includes stepparents and stepchildren by virtue of the employee's current spouse. Eligibility to use stepparent funeral leave benefits shall be limited to one stepmother and one stepfather regardless of the number of stepparents. "Immediate family" also includes an employee's domestic partner, if the domestic partnership is registered with the department of employee relations under s. 350 245 or was registered with the city clerk as provided in s. 111-3 in effect prior to October 30, 2009. In the case of a death in the immediate family, an employee working a regular or alternative work schedule may be granted a leave of absence not to exceed 3 8-hour work days with pay. These work days shall be limited to work days falling within the 10 consecutive calendar-day period that begins on the day of death. One day with pay may be used to attend the funeral of a grandparent of the employee. If funeral leave coincides with any mandatory furlough dates, the mandatory furlough time shall be rescheduled as approved by the department head.

b. Verification. The director of employee relations is authorized and directed to administer the provisions of funeral leave and shall require a form approved by the city service commission to be submitted to the employee's immediate supervisor immediately after funeral leave is taken, and suitable proof, such as a copy of the obituary notice attached, and shall require notification to be given by the employee to his immediate supervisor prior to taking funeral leave.

c. Funeral Leave for Certain Unrepresented Noncivilian Fire Department Management Employees. c-1. Eligibility. Effective March 1, 1985, employees in the following position classifications shall be eligible to receive funeral leave benefits so long as they remain in active service in those positions:

c-1-a. Battalion chief classifications.

c-1-b. Deputy chief, fire.

c-1-c. Assistant fire chief.

c-1-d. Fire chief.

c-2. Definitions. In this paragraph:

c-2-a. "Funeral leave" means absence from duty because of death of a family member or relative.

c-2-b. On and after April 11, 2006, "immediate family" means the employee's husband, wife, brother, sister, parent, child, mother-in-law, father-in-law, son-in-law, daughter-in-law, grandparent, grandchild, and step-child by virtue of the employee's current spouse or step-parents; provided, however, that during an employee's lifetime, funeral leave for step-parents shall be limited to one step-mother and one step-father, regardless of the number of step-parents.

c-3. Benefits. An eligible employee covered by this paragraph shall be granted funeral leave with pay because of death in his or her immediate family for the time period beginning with the time of death and including the day of the funeral. The maximum amount of funeral leave with pay for each instance of death in the immediate family shall be 2 work days for an employee whose normal hours of work exceed 40 hours per week, and 3 work days for an employee whose normal hours of work average 40 hours per week. If funeral leave coincides with any mandatory furlough dates, the mandatory furlough time shall be rescheduled as approved by the fire chief.

c-4. Requirements. c-4-a. An eligible employee requesting funeral leave shall be governed by departmental rules and procedures covering the administration of funeral leave.

c-4-b. An eligible employee requesting funeral leave must notify his or her immediate supervisor directly and no later than one hour before his or her shift begins.

c-4-c. An eligible employee returning from funeral leave must notify his or her immediate supervisor directly and no later than one hour before his or her shift begins.

c-5. Administration. Administration and control of funeral leave benefits shall be by the city.

**6. UNPAID EDUCATIONAL LEAVES OF ABSENCE.** a. Purpose. The purpose of the unpaid educational leave of absence is to provide for educational or professional development of employees. In no case shall the leave be used by the employee for purpose of pursuing other paid employment.

b. Eligibility. Employees with at least 5 years of service shall be eligible for an unpaid educational leave of absence of up to one month and employees with at least 10 years of service shall be eligible for an unpaid educational leave of absence for up to 2 months.

c. Approval. Department heads may authorize these unpaid leaves of absence and shall approve the timing of the leaves.

d. Payments. The city shall continue to make health, dental and life insurance payments for employees who are on unpaid educational leave of absence.

e. Reinstatement. Employees who are granted an unpaid educational leave of absence shall be entitled to reinstatement to their original positions upon return from leave.

f. Additional Unpaid Leave. Nothing included in this subsection prohibits additional unpaid leave time from being granted under the rules of the city service commission, subject to department head approval.

**350-36. Military Leave and National Medical Disaster System Deployment.**

**1. MILITARY LEAVE TO BE GRANTED.** a. For Military Purposes. Officers and employes of the city of Milwaukee, including members of the fire and police departments who enlist, or are inducted or ordered into active service in the land or naval forces of the United States pursuant to the selective training and service act of 1940, or the national guard and reserve officers mobilization act of 1940, or the selective service act of 1948, and any acts amendatory thereof or supplementary thereto; including the selective service extension act of 1950, and the universal military training and service act of 1951, the latter also known as ch. 144 of public law 517, the 82nd congress, first session, shall be granted a leave of absence during the period of such service. Upon completion and release from active duty under honorable conditions they shall be reinstated into the positions they held at the time of taking such leave of absence or to a position of like seniority, status, pay and salary advancement, provided, however, that they are

still qualified to perform the duties of their positions or similar positions; and if they are not so qualified, they shall be employed in such positions for which they shall be qualified but at seniority status, pay and salary advancement of the positions they held at the time of taking such leave.

b. Reinstatement. The city service commission shall hear complaints of all persons, except firemen and policemen returning from service in the land, naval or air forces of the United States and shall make recommendations to appointing officers, boards and commissions for the appropriate reinstatement or employment of such persons. The fire and police commission shall hear complaints of persons who were members of the fire and police departments.

c. Application. All such leaves of absences shall be terminated, in case of employes granted such leave shall fail to make application for re-employment within 90-days after being released from service in the land or naval forces of the United States, unless such employe is hospitalized by the United States government for a disability incurred or aggravated in the line of duty. The 90-day period shall be in force after discharge from hospital.

d. Replacement. Appointees to positions made vacant by leaves of absence as aforesaid shall hold their positions temporarily only, and shall not continue therein to the exclusion of persons returning from service in the land or naval forces of the United States, or of persons temporarily appointed to other positions because of military leaves of others and returning to their former positions.

e. Interpretation. The provisions of s. 350-35 shall not apply to leaves of absence covered by this section.

**2. LEAVES FOR MILITARY TRAINING, NATIONAL MEDICAL DISASTER SYSTEM DEPLOYMENT, OR CIVIL DISTURBANCES.**

a. Leaves of Absence.

a-1. Permanent full time employes of the city of Milwaukee shall be granted leaves of absence with pay to take training, for deployment on the Wisconsin Disaster Medical Assistance Team, or if called to duty in the state of Wisconsin in the case of riot or civil disturbance, as members of the Air Force Reserve, Organized Reserve Corps of the Army, Naval Reserve, Marine Corps Reserve, Coast Guard Reserve, or National Guard, under the direction of the state or federal authorities.

### 350-36-2.5 Employe Regulations And Benefits

a-2. If training is limited to a single period during a calendar year, said leave shall not exceed 15 successive calendar days, including Saturdays, Sundays and legal holidays, during a calendar year. If civil disturbance or disaster medical assistance team deployment leave is limited to a single period during a calendar year, said leave shall not exceed 15 successive calendar days, including Saturdays, Sundays and legal holidays during a calendar year.

a-3. If training or civil disturbance or disaster medical assistance team deployment leave is taken on an intermittent basis during a calendar year by permanent full time employes whose normal hours of duty average 40 hours per week, said leave shall not exceed 10 work days including Saturdays, Sundays and legal holidays, during a calendar year for training, and 10 work days including Saturdays, Sundays and legal holidays, during a calendar year for civil disturbance duty.

a-4. If training, civil disturbance, or disaster medical assistance team deployment leave is taken on an intermittent basis during a calendar year by permanent full time employes of the fire department whose normal hours of duty exceed an average of 40 hours per week, said leave shall not exceed the equivalent of 5 duty days during a calendar year for training, and 5 duty days during a calendar year for civil disturbance duty, as determined by the fire department.

a-5. Said leave shall be granted by the head of the department in which the employe works upon presentation of satisfactory evidence of military, air force, National Medical Disaster System or naval authority to take such training.

a-6. Compensation for said leave or leaves shall be in accordance with the provisions of par. b. If such leave or leaves coincide with any mandatory furlough dates, the mandatory furlough time shall be rescheduled as approved by the department head.

b. Compensation. b-1. Permanent full time employes of the city of Milwaukee who because of honorable service in any of the wars of the United States were eligible for veterans' preference for employment by the city at or following the time of their appointment, or as provided in ss. 45.35 and 63.37, Wis. Stats., as amended, shall receive full city pay during such leaves of absence for duty under par. a-1.

b-2. Permanent full time employes of the city of Milwaukee who do not qualify for veterans' preference, as described in subd. 1 above, shall receive their full city pay, less a deduction equal to their military pay received for duty under subd. 1; the amount of military pay shall not be deducted for purposes of computing pension benefits.

**2.5. CONTINUATION OF BENEFITS DURING CERTAIN MILITARY LEAVES OF ABSENCE.** In addition to the rights of city employes pursuant to this section, during a military leave of absence for performance of duties as a member of a national guard unit of the United States or reserve component of the United States who is called to, or volunteers for, active duty in Bosnia, active duty in connection with the presidential executive order of April 27, 1999, relating to Operation Allied Force, the anti-terrorism campaign Operation Enduring Freedom or Operation Iraqi Freedom in accordance with the calling up of units of the national guard of the United States or members of the reserve components of the United States, for a period of more than 30 days, health or dental benefits or both for such employe's dependents shall be continued under the following conditions:

a. Under COBRA (extended coverage), and commencing on the first day of the month following the month in which an employe's on-payroll status coverage terminates, the city shall contribute an amount towards meeting the subscriber cost for family enrollment in the health and dental plan elected of up to 100% of the monthly subscriber cost for the 24 months of the military leave of absence conditioned in this subsection.

b. The spouse/dependent must certify to the city's department of employe relations, employe benefits division, that although they are eligible for CHAMPUS coverage through the U.S. government, they opt to continue city health and/or dental coverage.

c. The employe's spouse/dependent must enroll through the department of employe relations, employe benefits division, for COBRA health and/or dental coverage in the existing plan(s) immediately upon being notified of active duty status.

d. The eligibility of the spouse/dependent to continue city-paid health and/or dental coverage as provided in this subsection shall cease on the last day of the

month in which the national guard or reserve member is released from active duty or the expiration of 24 months of the employe's military leave of absence, whichever occurs first.

**3. LEAVES FOR MILITARY FUNERALS.** Officers and employes of the city of Milwaukee shall be allowed to attend military funerals of veterans without loss of pay when a request for leave is made by a proper veterans organization that the services of such officer or employe is desired for the proper conduct of a military funeral. If such leave for a military funeral coincides with any mandatory unpaid furlough dates, the mandatory furlough time shall be rescheduled as approved by the department head.

**4. PAY DURING TIME OFF FOR INDUCTION EXAMINATION.** All officers and employes of the city of Milwaukee shall be paid for time lost while taking physical or mental examination for the purpose of determining eligibility for induction or service in the armed forces of the United States. If such time off coincides with any mandatory furlough dates, the mandatory furlough time shall be rescheduled as approved by the department head.

**350-37. Sick and Disability Leave.** Sick and disability leave shall cover necessary absence from duty of an employe because of the employe's personal illness or pregnancy-related disability, bodily injury or exclusion from employment because of exposure to contagious disease by the employe. In addition, an employe may request the substitution of sick leave for family leave under the state family and medical leave act, s. 103.10, Wis. Stats. Employees may not use sick and disability leave for furlough days. Employees may accrue time earned for sick and disability leave purposes while serving mandatory furlough time.

**1. TIME GRANTED.** a. Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, an eligible employe of the city who serves on a full-time basis may accrue 12 working days' sick and disability leave with pay during any year. City seasonal laborers shall be eligible to accrue sick and disability leave credit for a maximum of one year of actual service, but they may not be paid sick and disability leave until they become regular city laborers or

sanitation workers. Employees who serve the city on less than a full-time basis who qualify in all other respects may be granted a proportionate amount of sick and disability leave.

b. At the discretion of the department head, an employe may be excused for a paid absence of 2 hours or less to attend doctor or dentist appointments without reporting them as paid sick leave on no more than 3 separate occasions during a calendar year.

**2. ACCUMULATIVE BASIS.**

a. Every permanent employe shall be granted sick and disability leave with pay at the rate of 3.7 work hours for each 2 weeks of service. The unused balance of sick and disability leave allowance shall be accumulated to the employe's credit up to 120 working days or 960 hours.

b. In addition to the normal sick leave benefits to which employes are entitled under this section, public officials appointed under s. 62.51, Wis. Stats., the director of administration and the director of employee relations shall be credited with a special sick leave account of 30 sick leave days. This special account shall be available for use until such time as 30 regular sick leave days have accrued in the normal sick leave account. As normal sick leave account days accrue, the special sick leave account shall be reduced accordingly. Unused days in the special sick leave accounts shall not be considered in the computation of any applicable benefits, including pension benefits, retirement health insurance benefits, terminal leave benefits or sick leave incentive pay benefits.

**3. DOCTOR'S CERTIFICATE.** At any point during the employe's use of sick and disability leave, the department head may require a statement from a private physician or dentist certifying the nature and seriousness of the sickness or pregnancy-related disability, or a certificate of an authorized and recognized Christian Science practitioner certifying that the employe is under Christian Science treatment.

**4. CITY CONTRACT EMPLOYER.** Service for an employer holding a city contract shall not be recognized as qualifying for sick and disability leave or as adding to a sick and disability leave accumulation even though the person so serving may have his or her name included on a city payroll.

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**5. QUALIFICATION.** Any length of time during which an employee is on layoff, suspension, mandatory furlough or leave of absence, and any length of time not recognized by the annuity and pension board as accumulative of pension credit when the employee is a member of the annuity and pension system shall not be recognized as qualifying for sick and disability leave or as adding to a sick and disability leave accumulation

**6. ELIGIBILITY.** Accrual and use of sick and disability leave allowance shall begin immediately upon employment.

**7. TRANSFER.** Whenever an employee eligible for a sick and disability leave allowance leaves the service of one employing unit of city government and accepts, by certification or transfer, service in a position in another employing unit of city government, obligation for any accumulated sick and disability leave allowance shall be assumed by the new employing unit. Separation from the service by resignation or for cause shall cancel all unused accumulated sick and disability leave allowances. Whenever a permanent employee is laid off due to lack of work or lack of funds, any unused accumulated sick and disability leave shall continue in effect if the employee is rehired by any city department within one year. Sick and disability leave shall automatically terminate on the date of retirement of the employee or on the date an ordinary disability allowance under the retirement system becomes effective.

**8. INJURY PAY.** When an employee sustains an injury while within the scope of employment, as provided by ch. 102, Wis. Stats., and as determined by workers' compensation, the employee shall receive 66.67% of full salary as injury pay in lieu of workers' compensation for the period of time the employee is temporarily totally or temporarily partially disabled because of the injury, not to exceed 250 working days. In no case shall an employee receive injury pay for more than 250 working days during his or her period of employment with the city regardless of the number of compensable injuries. If time-off coincides with any mandatory furlough dates, the mandatory furlough time shall be rescheduled upon return to service as approved by the department head. The injury pay benefit shall be administered consistent with the 3-day waiting period under ch. 102, Wis. Stats.

**9. OPTION.** Bodily injuries shall be recognized as cause for granting sick and disability leave when they are disabling. Any employee sustaining a compensable injury or contracting a compensable disease under the Wisconsin workers' compensation law shall have the option of accepting sick and disability leave benefits or accepting workers' compensation. This option, which shall be in writing, may be terminated without prejudice to temporary total or temporary partial disability benefits under the workers' compensation act thereafter, but the termination shall not be retroactive, and any sick and disability leave already used at the time of the termination of option shall not be restored to the employee.

**10. BENEFITS.** The sick and disability leave and injury pay benefits described in this section shall be interpreted as providing sick and disability leave and injury pay limited to the period of time an employee would have worked in accordance with assigned work schedules.

**11. FIRE AND POLICE DEPARTMENT SICK AND DISABILITY PAY.**

a. Fire and police employees reporting absent on sick leave shall be governed by the rules, regulations and standard operating procedures of the fire and police departments. Each instance of sick leave for which an employee fails to comply with the requirements shall result in the employee losing entitlement to any sick leave with pay for that instance.

b. Administration and control of this subsection shall be under the chief of fire or police, respectively.

c. Nonrepresented, noncivilian fire and police department management employees who use their accumulated sick leave credit and then are placed on duty disability retirement pension, all as a result of duty-incurred injuries, shall be entitled to have their unused sick-leave credit or 30 working days of sick leave with pay, whichever is greater, added to their sick-leave accounts upon returning to active service.

**12. REFERENCE.** Reference to sick leave in any other section of the code shall apply to sick and disability leave.

**13. CITY SERVICE COMMISSION TO PREPARE RULES.** The city service commission shall prepare rules and regulations, forms and procedures of reporting sick leave.

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**14. VIOLATIONS: PENALTY.** Willful violation of any provision of this section by any officer or employee, or willful making of any false report concerning illness or sick leave, shall subject the officer or employee committing the violation, or making the false report, to disciplinary action and shall be considered a cause for discharge, suspension or demotion, subject to the law and rules regulating these actions.

**15. SICK LEAVE CONTROL INCENTIVE PROGRAM.** As an incentive to eliminating abuse of sick leave and as a reward to employees with perfect attendance records, special incentive leave of up to 3 days per year with pay shall be granted to full-time employees who meet the following conditions:

a. For each trimester period for which an individual employee has not used any sick leave or injury leave or been absent because of disciplinary actions, the employee shall earn 8 hours of special incentive leave, provided that the employee has a minimum of 12 days sick leave accumulation in his or her account prior to the trimester period. An employee shall maintain eligibility for a trimester sick-leave benefit if he or she suffered a verifiable lost-time work-related injury and returned to work for the next regularly-scheduled work shift following the occurrence of the injury.

b. Special incentive leave time earned in trimester 1 may be used in trimester 2 or 3 of the same fiscal year; special incentive leave time earned in trimester 2 may be used in trimester 3 of the same fiscal year; and special incentive leave time earned in trimester 3 may be used in trimester 1, 2 or 3 of the following fiscal year.

c. Special incentive leave time shall be added to the vacation leave account of the employee as it is earned. Special incentive leave time shall be administered like vacation and shall be subject to scheduling approval by the department head. The employee may elect to take cash in lieu of time-off.

d. When special incentive leave time is used by or paid to an employee, there shall be no deduction from the employee's normal sick leave account balance.

e. The sick leave control incentive program shall be established and administered by the department of employee relations.

f. Payments made under the provisions of this program shall not be construed as being part of the employee's base salary and shall not be included in any fringe benefits. The payments shall not have any sum deducted for pension benefits, nor shall the payments be included in any computation establishing pension benefits or payments.

### **350-38. Terminal Leave Compensation (Unused Sick Leave).**

**1. ELIGIBILITY.** Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, an employee in active service and employed by the city who retires under the provisions of the city's employees' retirement system, but excluding retirement on deferred or actuarially reduced pensions as they are defined under the system, shall upon retirement be entitled to a lump-sum payment under the terms and conditions provided in this subsection. The lump-sum payment shall be defined as terminal leave compensation.

**2. COMPENSATION.** An employee who is eligible for terminal leave compensation under sub. 1 shall upon retirement be entitled to a lump-sum payment equivalent to one 8-hour work shift's base pay for each one 8-hour work shift equivalent of the employee's earned and unused sick leave up to a maximum of 30 8-hour work shifts of pay except as otherwise required by law.

**3. ADMINISTRATION.** a. Terminal leave compensation shall not be construed as affecting an employee's pension benefits. Any payments made under this subsection shall not have any sum deducted for pension benefits nor shall the payments be included in establishing pension benefits or payments.

b. Terminal leave compensation benefits may be made as part of an employee's last regular paycheck upon normal retirement.

**4. RESTRICTION.** An employee shall be eligible for terminal leave compensation as set forth in this subsection, but in no event shall an employee be eligible for terminal leave on more than one occasion or from more than one position classification.

**350-39. Family and Medical Leave.** In accordance with the provisions of both the state family and medical leave act, s. 103.10, Wis. Stats., and the federal family and medical leave act of 1993, P.L. 103-3:

### **350-39-1 Employee Regulations And Benefits**

1. The director of employe relations shall issue policies and procedures to implement the state and federal family and medical leave acts and to coordinate the requirements of those acts with city leave policies and procedures.

2. The comptroller shall develop and establish record keeping practices for payroll and related functions to assure compliance with the state and federal family and medical leave acts. These practices shall include provisions for an employe to substitute sick leave for family leave under the state family and medical leave act.

3. The labor negotiator shall meet with appropriate bargaining unit representatives to advise the representatives about city leave policies and procedures and their relation to the state and federal family and medical leave acts.

SUBCHAPTER 4  
VACATIONS AND SHIFT DIFFERENTIAL

**350-40. Vacations.** 1. DEFINITIONS. a. Active service means the time spent as an appointed employee on the city payroll in a position qualifying for fringe benefits. For this time spent to count as active service for vacation purposes, the time, together with any authorized unpaid leaves of absence and mandatory furlough time, shall be continuous from the date of appointment. Active service shall also include the time an employee taking a military leave would have spent on the city payroll in a position qualifying for fringe benefits if he or she had not taken a military leave.

b. Anniversary date means the date an employe completes 12 months of active service in a position qualifying for fringe benefits following appointment to the city of Milwaukee. After completion of the first 12 months of active service an employe's anniversary date shall not change.

2. ELIGIBILITY. General vacation eligibility requirements shall be as follows:

a. Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, an employee shall be eligible to receive vacation benefits immediately upon employment.

b. Usage of vacation shall be based on an annual pay period year.

3. TIME EARNED FOR ANNUAL VACATION PERIOD. Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, the following time is earned for an annual vacation period:

a. Full Time Employees.

a-1. Full time employees, except the executive director of the employes' retirement system, the fire chief, the chief of police and public officials appointed under s. 62.51, Wis. Stats., and their deputies, shall earn vacation time on an annual pay-period-year basis in the following manner:

a-1-a. 3.7 hours per pay period for employes who have completed less than 4 years of active service.

a-1-b. 5.3 hours per pay period for employes who have completed at least 4 years but less than 9 years of active service.

a-1-c. 6.8 hours per pay period for employes who have completed at least 9 years but less than 14 years of active service.

a-1-d. 8.4 hours per pay period for employes who have completed at least 14 but less than 21 years of active service.

a-1-e. 9.9 hours per pay period for employes who have completed at least 21 years of active service.

a-1-f. 10.5 hours per pay period for employes who were on the payroll, or leave of absence or working toward year-round employment as of January 1, 1964.

a-1-g. 10.8 hours per pay period for employes who were on the payroll, or leave of absence or working toward year-round employment as of January 1, 1963.

a-1-h. Effective pay period 13, 2007, if it becomes necessary to recruit a fair labor standards act-exempt employee at a vacation rate above the minimum of 3.7 hours per pay period, the department of employee relations, with the concurrence of the chair of the committee on finance and personnel, may authorize vacation at the rate of 5.3 hours per pay period which will provide a third week of vacation. A listing of appointments made under this provision shall be provided to the committee on finance and personnel.

a-2. Public officials appointed pursuant to s. 62.51, Wis. Stats., as well as the executive director of the employes' retirement system, the fire chief and the chief of police, shall earn vacation time for a fiscal year on a pay period basis in the following manner:

a-2-a. Officials who have completed less than 9 years of active service shall earn 5.3 hours per pay period.

a-2-b. Officials who have completed at least 9 years but less than 14 years of active service shall earn 6.8 hours per pay period.

a-2-c. Officials who have completed at least 14 years of active service shall earn 8.4 hours per pay period.

a-2-d. Officials who have completed at least 21 years of active service shall earn 9.9 hours per pay period.

a-3. Employes holding positions represented by a certified bargaining unit will be governed by the schedule provided in the labor agreement between the city and their union.

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b. Part-time Employees. Employees who work an average of 20 hours per week on a year-round basis in a position which is budgeted as half-time or more shall be able to earn, according to their years of service as provided in par. a, vacation on a prorated basis.

c. Administration. c-1. The heads of departments, bureaus, authorities, commissions or other bodies under the control of the common council shall arrange and designate the earned vacation as provided in this subsection, except for those employees excluded from benefits under s. 350-237.

c-2. The amount of vacation time taken during a fiscal year, except for separation from service as provided in sub. 4 shall be limited to the maximum noted in par. a. These maximums are not guarantees; an employee is not entitled to any greater vacation with pay than that which he or she has earned.

4. UNEARNED TIME DEDUCTIBLE. Vacation taken before the full amount has been earned shall be considered time owed the city until it is earned. An employee who has completed one year of vacation eligible service may borrow up to 80 hours of vacation before it is earned. In no case may an employee's vacation account balance be less than 80 negative hours. Any employee who leaves the service of the city due to resignation, retirement, termination, discharge, lay off or death will have the compensation for vacation time owed the city deducted from the final paycheck. Any employee who leaves the service of the city due to resignation, retirement, lay off or death or who takes military leave will be paid for earned vacation time that has accumulated. Discharged employees are not entitled to pay for accumulated vacation time.

5. MAXIMUM VACATION BALANCES. The maximum amount of vacation employees can maintain in their vacation accounts shall be as follows:

a. 176 hours for employees who have completed less than 4 years.

b. 216 hours for employees who have completed 4 years of service but less than 9 years of service.

c. 256 hours for employees who have completed 9 years of service but less than 14 years of service.

d. 296 hours for employees who have completed 14 years of service but less than 21 years of service.

e. 336 hours for employees who have completed at least 21 years of service.

f. 352 hours for employees described in sub. 3-a-1-f.

g. 360 hours for employees described in sub. 3-a-1-g.

7. REINSTATEMENT AFTER RESIGNATION. When an employee who has resigned from the city service applies for reinstatement, the city service commission may grant that employee credit for prior service with the city for vacation purposes if the situation should warrant that action.

8. DEPARTMENTAL APPROVAL. Vacations may be divided into 2 or more periods if thought advisable by the respective department heads. The department heads shall determine when such vacation periods shall be granted, the practical considerations involved in the efficient operation of the department and give consideration to the convenience of the employees.

10. VACATION RECORDS. The director of employe relations, in checking payrolls or accounts of salaries and wages of officers and employees in the city departments, bureaus, authorities, boards, commissions or other bodies shall check and keep a record of the time allowed to employees for vacations and shall make certification to the comptroller that the total time allowed for vacation to any one employe during any fiscal year is in accordance with the vacation allowance set forth in this section. Where the vacation allowance with pay exceeds that set forth in this section, the director of employe relations shall withhold certification to such payrolls or accounts of salaries or wages in the manner provided in s. 350-112.

11. ADMINISTRATION. Uniform administration, interpretation and enforcement shall be vested in the director of employe relations, except that as to fire and police personnel, the fire and police commission shall have the same power and responsibility.

**15. POLICE AND FIRE DEPARTMENTS.**

a. Members of the Police Force.

a-1 Special Service Credit. Police department employees in active service and in the following position classifications shall have time spent on duty disability pension included as years of service for computing current and prospective vacation benefits:

a-1-a Chief of police.

a-1-b Assistant chief of police.

a-1-c. Deputy chief of police.

a-1-d. Police commander.

a-2. Police Heroism. The chief of police is authorized to establish departmental rules in accordance with city ordinances for granting additional vacation and off-days to members of the police force who demonstrate outstanding merit in the apprehension of criminals and meritorious acts of heroism and bravery beyond the call of duty. No more than 14 additional off-days shall be granted to any one member of the police force in a calendar year.

a-3. The amount of vacation earned by a member of the police force in 1998 for use in 1999 shall be placed in a transitional vacation account (TVA). TVA hours may be scheduled with the approval of the chief. A member of the police force may not borrow vacation hours until all of his or her TVA hours have been exhausted.

b. Members of the Fire Department.

b-1 Special Service Credit. Fire department employees in active service and in the following position classifications shall have time spent on duty disability pension included as years of service for computing current and prospective vacation benefits:

b-1-a Fire chief.

b-1-b Assistant fire chief.

b-1-c. Deputy chief of fire.

b-1-d. Battalion chief.

b-1-e. Chief dispatcher of fire alarm and telegraph.

b-2. Time Earned Per Week. Employees in active service during a fiscal year and whose normal hours of work exceed 40 hours per week shall be entitled to vacation with pay during that fiscal year at the following rates:

b-2-a. 3.7 hours per pay period for employees who have completed fewer than 6 years of active service.

b-2-b. 5.6 hours per pay period for employees who have completed 6 years but fewer than 11 years of active service.

b-2-c. 8.4 hours per pay period for employees who have completed 11 years but fewer than 19 years of active service.

b-2-d. 10.2 hours per pay period for employees who have completed 19 years or more years of active service.

b-3. Employees on Injury Leave. An employee on authorized injury leave as a result of a duty-incurred injury may use vacation scheduled during the period of the leave, provided he or she notifies his or her immediate supervisor orally of this fact prior to the start of the vacation and indicates the time when the vacation is to be used.

b-4. Employees on Sick Leave. An employee on authorized sick leave may use vacation scheduled during the period of the leave, provided he or she notifies his or her immediate supervisor orally of this fact prior to the start of the vacation and indicates the time when the vacation is to be used.

b-5. Scheduling. The assignment and scheduling of vacations with pay shall be controlled by the fire chief.

b-6. Administration. Administration and control of this subsection shall be under the fire chief.

**350-42. Suburban Service to be Recognized When Municipality is Consolidated.**

Whenever employes of any suburban community are taken into the service of the city because of consolidation of municipalities, the length of time during which they have been employed by such suburban community shall be taken into account by determining eligibility for vacations, and for vacations of increased length, in like manner as though such service had been rendered to the city.

## 350-45 Employee Regulations and Benefits

### 350-45. Accrued Time-Off Donor Program.

1. ESTABLISHED. There is established a city-wide catastrophic illness leave donation program administered by the department of employe relations to provide income protection to eligible employes who have exhausted all paid leave and are suffering from a terminal or major catastrophic illness and are unable to work full time.

#### 2. DONATION RULES.

a. Employes interested in donating accrued time-off shall complete a "Notification Of Intent to Donate Time" form developed by the department of employe relations.

b. Each request to donate time shall specify only one employe to receive the donation. A separate "Notification Of Intent To Donate Time" form must be completed for each employe to whom time is being donated.

c. Employes may donate accrued time in whole-hour increments only.

d. The decision to donate time cannot be rescinded once the "Notification Of Intent To Donate Time" form has been received by the department of employe relations.

e. Employes donating time shall not have any accrued time returned if the employe to whom time is donated does not utilize the entire donation. The city shall take efforts to ensure that loss of donations due to non-utilization are kept to a minimum.

f. The employe donating time shall be notified by his or her department when the donation has been approved by the department of employe relations.

g. The types of leave eligible for donation shall be limited to vacation, compensatory time off and time-off in lieu of holidays.

h. Bargaining unit employes are ineligible to donate accrued time-off until such time their unions execute a memorandum of understanding that allows such donations.

3. RECIPIENTS' ELIGIBILITY CRITERIA AND RULES. a. Eligible employees may receive donations of 2,080 hours per illness from qualified city employees regardless of department or union affiliation

b. Employes qualified to receive donations of time, or their appropriate authorized agents, must complete an "Application for Accrued Time-Off Donor Program" form, which shall be available from the department of employe relations.

c. The employe, or his or her authorized agent, shall be responsible for completing the applications and obtaining a physician's statement certifying that the employe meets the program's medical requirements.

d. No determination regarding eligibility to receive donated time shall be made until the department of employe relations has received a completed application and physician's statement certifying that the employe is suffering from a terminal or major catastrophic illness. An employe shall not be eligible to receive accrued time unless and until he or she has exhausted all of his or her own accrued time-off. Although the decision of the department of employe relations respecting eligibility shall be final, employes who are denied this benefit shall be entitled to a written explanation as to why they did not qualify for participation in the program.

e. The city of Milwaukee reserves the right to require the employe to obtain, at his or her own expense, if not covered by the employe's health insurance provider, a second opinion from a physician of the employe's choice as to the nature of the physician's diagnosis and prognosis contained in the physician's statement.

f. Employes eligible to participate in the program and receive donations of time shall be so notified by the department of employe relations.

g. Donations of time shall be credited to a special account for the employe established by the city for this purpose. In the event the employe does not utilize the entire donation, any remaining time shall revert to the city. Donated time may only be used to cover absences during the period this policy is in effect. However, any employe previously approved under this section prior to the date of program expiration specified in sub. 6 shall be allowed to utilize this program for the maximum permissible hours identified in this subsection if such hours become available.

h. Employes receiving donations of time may request, in writing, to be notified of the names of employes who donate time for their use.

i. Payments received under this program are considered other income and, under current internal revenue service guidelines, are to be included in the employe's W-2 reporting.

**4. PARTICIPATION BY EMPLOYEE UNIONS.** a. Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, all city employees shall be eligible to participate in this program.

b. Disputes arising from the administration of this benefit shall not be subject to any challenge.

c. This program shall constitute the sole means by which employes may donate and receive time-off in cases of terminal or major catastrophic illness.

**5. WORKFORCE NOTIFICATION.** Upon confirmation of eligibility, and at the recipient employe's request, the department of employe relations shall provide each department with pertinent information regarding the recipient employe for the purpose of communicating the need for donations to other employes.

**6. REPORT.** The department of employe relations shall report quarterly to the finance and personnel committee of the common council detailing program administration and utilization, including the number of requests, approvals and denials.

**350-50. Shift, Weekend and Holiday Differential Compensation for City Employes.**

**1. AUTHORIZATION FOR SHIFT DIFFERENTIAL COMPENSATION.** This section establishes a standard of compensation which shall be applicable for employes working regularly at hours other than those to be considered as the usual daily working period, with certain exceptions, and such compensation shall be termed "shift differential compensation".

**2. APPLICABILITY.** The positions and departments named in this subsection shall be eligible for shift differential compensation, provided that the controlling principle in this listing of positions is the type of work performed and not the individual job classifications that are listed. Any employe who works a shift which is recognized in the department and activity listing in this subsection is eligible for shift differential compensation, provided the employe meets the conditions set forth in sub. 4.

a. **Neighborhood Services, Department of.** Employes in the building maintenance section who are assigned, on a regular basis, between the hours of 3 p.m. and 11 p.m. for the purpose of conducting emergency and fire prevention types of inspections.

b. **Data Processing.** Key punch operators and computer operators employed by the department of administration.

c. **City Development, Department of.** Technical and maintenance employes regularly assigned operating and maintenance duties on the 2nd and 3rd shift.

d. **Fire Department.** Employes performing custodial work in fire department buildings.

e. **Harbor Commission.** Operating division employes assigned to cargo handling and related harbor operations.

f. **Health Department.** Professional, subprofessional and maintenance staffs at clinic locations; nurses; office assistants and sanitarian positions.

g. **Library Board.** Librarians, library aides, clerks, some custodians, building maintenance and custodial work supervisors, mechanics and elevator operators and employes who are employed for an average of 20 hours per week.

h. **Municipal Court.** Employes in positions otherwise eligible who are assigned on a regular basis, between the hours of 3 p.m. and 11 p.m. in conjunction with the evening hours of the municipal court.

### 350-50-3 Employee Regulations and Benefits

i. Police Department. Early and late shift custodial and civilian clerical personnel and elevator operators at the police Headquarters building, to include employees which District Council 48 is certified to represent in the buildings and grounds division of the department.

j. Public Works, Department of.

j-1. Personnel directly assigned to emergency 2nd shift public works construction activities, as directed by the commissioner of public works.

j-2. Employees in the certified bargaining unit of the Milwaukee Building and Construction Trades Council.

j-3. Employees in the certified bargaining unit of Public Employees Union Local No. 61, LIU of NA, AFL-CIO, CLC.

j-4. Employees in the following positions:

j-4-a. Buildings services supervisors, bridge operators, night complaint clerks, most custodial, and some maintenance employees.

j-4-b. Public works inspectors employed on construction projects, and drafting technicians.

j-4-c. Tree spraying crews employed during summer months, a night fireman-watchman at the municipal nursery, personnel assigned as workers during the erection and display of the community holiday tree.

j-4-d. Night service maintenance and equipment operation personnel.

j-4-e. Asphalt plant watchmen, night emergency field personnel, field personnel in sewer maintenance assigned to 2nd or 3rd shift work.

j-4-f. Employees assigned to night patrol duty, including those being paid prevailing wage rates: electrical mechanics, electrical mechanic apprentices, electrical workers, electrical work trainees represented by the certified bargaining unit of Local No. 494, IBEW, AFL-CIO (Electrical Group).

j-4-g. Shift personnel working at the pumping stations, filtration plant and control center, employees of the distribution station assigned to night emergency duty, employees working as reservoir guards and personnel assigned to water buildings and grounds division.

3. DEFINITION OF SHIFTS. a. Shifts justifying shift differential compensation as provided in this section shall be identified as follows:

a-1. 1st shift - 7 a.m. to 3 p.m.

a-2. 2nd shift - 3 p.m. to 11 p.m.

a-3. 3rd shift - 11 p.m. to 7 a.m.

b. In order for an employee to be eligible for 2nd or 3rd shift premium rates, the employee shall be required to work not less than 4 hours of the regular workday in either the 2nd or 3rd shift, and when such employee satisfies that requirement, the employee's entire workday shall be compensated for at the shift differential compensation as set forth in this sub.

c. Paragraph b, as it relates to payment of 3rd shift premium, will not apply to employees in the classification of special equipment operator, while operating the power broom, whose regular workday starts at 4 a.m. These employees will be eligible for 3rd shift premium for the entire regular workday.

4. OTHER ELIGIBILITY REQUIREMENTS. Before shift, weekend or holiday differential compensation shall be made to an employee, the following requirements must be satisfied:

a. Except as provided in par. e, if an employee is absent on compensated leave (vacation, 09 days, holidays, sick leave or funeral leave) during a period in which the employee is assigned 2nd or 3rd shift work the employee's pay shall include any 2nd or 3rd shift premiums which the employee might normally be expected to receive, had the employee not been on such compensated leave. If an employee is absent on compensated leave (vacation, 09 days, holidays, sick leave or funeral leave) during a period in which the employee would normally be assigned weekend or holiday work, the employee's pay shall be at the base rate (without any premiums), except as already provided in this paragraph.

b. Employees being paid at overtime rates, due to any cause, shall not receive shift or weekend differential pay in addition for the same hours regardless of the period worked. Overtime work shall not be considered as eliminating pay for regular shift or weekend assignments which would have resulted in shift or weekend differential pay had the actual overtime hours not been worked.

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c. Employes working over and above their normal 40 hour week whether or not on the basis of monetary compensation for overtime, shall not be granted a shift or weekend differential for the additional hours. Where the regular work week schedule averages 80 hours in a 2 week period and no overtime pay is involved, this schedule for interpretation purposes of this section is considered as a normal 40 hour work week. When noncompensating overtime work is part of the regular work assignment, the actual overtime hours shall be applied to any time during the work week; it need not be applied to the last hours worked.

d. Employes holding positions in the city service compensated on the basis of hourly construction rates whose positions are not represented by the certified bargaining unit of Local 494, IBEW, AFL-CIO (Electrical Group); or by the Milwaukee Building and Construction Trades Council; or by the certified joint bargaining unit of Local 139, IUOE, AFL-CIO; or by Milwaukee District Council 48, AFSCME, AFL-CIO; and those in classes allocated to pay ranges 550 to 585, 622, 642 to 649, 785 to 790, and salary grades 4 to 20 of the salary ordinance shall not be eligible for differential payments regardless of the period during which the work is performed. However, librarian III positions shall be eligible for shift differential payments subject to the other provisions of this section. Part time nursing personnel shall be eligible for shift, weekend and holiday differential payments when they satisfy the other specified requirements for the differentials.

**5. SHIFT DIFFERENTIAL COMPENSATION RATES.** Shift differential compensation paid to employes qualifying under this section shall be in the following amounts:

a. Second Shift. A differential of \$0.28 per hour for management, nonrepresented employes and nonmanagement, nonrepresented employes. Effective pay period 17, 2001 this differential shall be \$0.40 per hour. Compensation for employes holding positions represented by a collective bargaining agreement shall be as provided by the labor agreement between the city and the union.

b. Third Shift. A differential of \$0.33 per hour for management, nonrepresented employes and nonmanagement, nonrepresented employes. Effective pay period 17, 2001, this differential shall be \$0.45 per hour. Compensation for employes holding positions represented by a collective bargaining agreement shall be as provided by the labor agreement between the city and the union.

**6. WEEKEND DIFFERENTIAL COMPENSATION RATES.** a. A differential of \$0.35 per hour shall be paid to employes enumerated in this subsection who are not represented by a collective bargaining agreement and who work Saturday on any of the 3 shifts as part of a regular schedule. Effective pay period 17, 2001, the Saturday differential for these employes shall be \$0.50 per hour. A differential of \$0.45 per hour shall be paid to employes enumerated in this subsection who are not represented by a collective bargaining agreement and who work on Sunday on any of the 3 shifts as part of a regular schedule. Effective pay period 17, 2001, the Sunday differential for these employes shall be \$0.60. The differential compensation rates for employes represented by a collective bargaining agreement shall be as provided by the labor agreement between the city and the union.

a-1. Employes specified in sub. 2 as eligible for shift differential compensation.

a-2. Employes in the police department in pay ranges 200 to 245, 300 to 350, 400 to 455, 480 and 490, 500 to 515 and salary grades 1 to 3 of the salary ordinance.

a-3. Laboratory employes of the water works at the Linnwood Avenue filtration plant.

a-4. Sanitation workers, city laborers, both regular and seasonal, in the operations division assigned duties as whitewingers on regular schedule to clean streets and green markets.

a-5. Service maintenance personnel in the operations division.

b. The compensation set forth in this subsection shall be termed "weekend differential" and shall be in addition to base pay and whatever 2nd or 3rd shift premium pay may be earned under provisions of this section.

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Saturday work as specified in this subsection is defined as any work performed between the hours of 12:01 a.m. Saturday and 12:01 a.m. the following Sunday. Sunday work as specified in this subsection is defined as any work performed between the hours of 12:01 a.m. Sunday and 12:01 a.m. the following Monday. The weekend differential paid for such Saturday and Sunday work shall be subject to the conditions of eligibility listed in sub. 4.

**7. HOLIDAY DIFFERENTIAL COMPENSATION.** A differential OF \$0.45 per hour shall be paid to employes who work holidays on any of the 3 shifts as a part of a regular work schedule, with the inclusion or exclusion of certain employes as specified in sub. 4-d with the exclusion of fire and police department personnel and bridge operators. Effective pay period 17, 2001, this differential shall be \$0.60 for eligible employes. A differential of \$0.40 per hour shall be paid to employes holding positions represented by Local 75 Plumbers, AFL-CIO. Holiday work as specified in this subsection is any work, except that which is provided for under s. 350-3, performed on a holiday as defined in s. 350-2-3. This differential shall be subject to the conditions of eligibility listed in sub. 4.

**8. WEEKEND DIFFERENTIAL BENEFITS FOR POLICE AIDES.** a. Employes Covered. Employes in the police department in active service in the position classification of police aide shall be covered by the provisions of this subsection so long as they remain in active service and within such classification.

b. Weekend Differential Compensation Rates. Employes covered by this subsection whose normal hours of work fall, in whole or in part, on Saturday or Sunday shall be entitled to receive, in addition to their base salary, a payment equivalent to \$0.30 per hour for each hour of work performed on Saturday, and \$0.40 per hour for each hour of work performed on Sunday. These payments shall be termed "weekend differential".

c. Administration. c-1. For purposes of this subsection, "normal hours of work" shall be as established and determined by the chief of police.

c-2. Weekend differential shall be paid on the basis of work performed computed to the nearest 0.1 of an hour.

c-3. Employes performing overtime work shall not be entitled to receive weekend differential.

c-4. The chief of police shall administer the provisions of this subsection.

**9. EXCLUSIONS.** Employes holding positions represented by the Association of Law Enforcement Allied Services Personnel (Clerical Unit and Police Aide Unit), Fire Equipment Dispatchers, Local #494, IBEW, AFL-CIO and the International Association of Machinists and Aerospace Workers, District No. 10, AFL-CIO, shall not be governed by the provisions of this section. Shift, weekend and holiday differential benefits for these employes will be provided by the labor agreement between the city and their union.

SUBCHAPTER 5  
UNIFORM AND CLOTHING ALLOWANCE

**350-90. Uniform and Clothing Allowance.** Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, uniform and clothing requirements shall be as follows:

1. PROCEDURE. The heads of all departments providing or requiring uniforms or uniform allowances shall:

a. Establish uniform and equipment requirements and specifications.

b. Determine items to be provided to employees.

c. Requisition these items through the procedure established by the department of administration, with the exception of the health department, division of public health services.

d. Establish procurement and inspection procedures for their respective departments.

2. EQUIPMENT. All equipment directly paid for out of city funds shall remain the property of the city and shall be properly cared for by the individual to whom issued and shall revert to the respective city department upon the employe's severance from service.

3. CITY PROPERTY. Specific items of the uniform which shall be determined by the head of the department shall remain the property of the city and shall revert to the respective city department upon the employe's severance from service unless the employe has served 18 months in uniformed status.

4. UNIFORM REPLACEMENT. The need for and timing of uniform replacement is at the discretion of the respective department head. Items damaged or destroyed in the line of duty shall be replaced or the employee compensated at the discretion of the respective department head.

5. MINIMUM DAYS' SERVICE. No payment shall be made for service in a uniformed status for any calendar month in which the employe is on the payroll for less than 14 days, exclusive of any mandatory furlough time. One full month's allowance shall be granted for service in a uniformed status in any calendar month during which the employe is on the payroll for 14 days or more. In the event of death of an employe of uniformed status, uniform allowance shall be paid for time

accrued, if this amounts to 14 days or more for the calendar month.

6. DEPARTMENTAL DISCRETION. At the discretion of the respective department heads, designated employes may not be granted a uniform allowance where circumstances render the situation inappropriate.

7. PAYMENTS NOT TO AFFECT PENSION. Payments made under this section shall not be construed as being part of the employe's base salary and shall not be included in the computation of any fringe benefits. Such payments shall not have any sum deducted for pension benefits, nor shall such payments be included in any computation establishing pension benefits or payments.

**350-92. Police Department: Uniform and Clothing Allowance. 1. POSITIONS ELIGIBLE.**

Employes in active service and in the following position classifications shall be covered by the provisions of this section so long as they remain in active service, within these position classifications:

- a. Chief of police.
- b. Assistant chief of police.
- c. Deputy chief of police.
- d. Police commander.

2. REPLACEMENT ALLOWANCE.

Department members covered by this section shall be entitled to receive a clothing allowance of \$450 per year. Payment made under this subsection shall be paid in December of the year in which they were earned. Pro rata adjustment to the nearest calendar month on the basis of length of service will be made for eligible employes serving less than a full calendar year. For purposes of prorating, an employe on the payroll for at least 14 days in a calendar month shall be entitled to receive the payment provided under this subsection for that calendar month. An employe on the payroll for less than 14 days in a calendar month shall not be entitled to receive payments provided under this subsection for that calendar month.

3. UNIFORMS DAMAGED IN THE LINE OF DUTY. Members of the police force occupying the position classifications specified in sub. 1 shall be compensated for items of uniform and equipment prescribed by the police department which are directly or indirectly destroyed in the line of duty. In each instance, the chief of police shall determine the amount of compensation.

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4. APPLICABILITY. During a calendar month an employe shall not be entitled to receive uniform allowance benefits under both sub. 2 and a collective bargaining agreement.

**350-94. Safety Shoe Allowance.** Employees working in a classification which management has determined requires the wearing of approved safety shoes shall be eligible for the standard safety shoe allowance of \$125 annually for the reimbursement of the purchase of safety shoes. Payments made under this section shall not be construed as being part of an employee's base salary and shall not be included in the computation of any fringe benefits. Such payments shall not have any sum deducted for pension benefits, nor shall such payments be included in any computation establishing pension benefits or payments.

**350-95. Safety Glasses Allowance.** The city shall provide eye protection or prescription safety glasses to all full-time active employees as required by the federal occupational safety and health administration and the city and as recommended by the American national standards institute. Under s. 340-23, the department of employee relations shall issue and enforce standards for authorizing safety glasses. The city is not responsible for the eye examination to obtain the prescription, the repair or replacement of glasses damaged due to non-work related activities or negligent use by the employee.

SUBCHAPTER 6  
SALARIES AND WAGES

**350-100. Salaries of Mayor and Members of the Common Council**

1. At the commencement of the 2008 term of office, salaries for the mayor, common council members and the common council president shall be increased by 2.4% over the rates in effect for the 4th year of the 2004-2008 term.

2. The mayor and common council members shall be subject to mandatory furloughs as may be imposed by common council resolution under s. 350-116.

**350-102. Rules of Uniformity of Compensation for Similar Service.**

Appropriations and payments of compensation or rates of wages provided for offices or employment in the city service shall be uniform for all offices or employment having substantially similar work requirements, duties, authority and responsibility, and similar requirements as to training and experience; and that the schedules and specifications of grade, titles and compensation of offices or employment when adopted by ordinance by the common council shall be the basis of employment control of all offices or employment in the city service.

**350-104. Prohibition of Additional Compensation.**

No person holding a position or employment in any department, bureau, institution, board or commission to which this chapter applies and for which a definite salary or wage has been appropriated or designated shall receive any extra salary or compensation in addition to that so fixed.

**350-106. Advancement from Grade to Grade.**

An increase above the maximum salary rate of an existing grade of position shall not be made except in case of increased duties or responsibilities which actually involve a change of position. Whenever the common council shall have advanced an office or employment in the classified service to a higher grade than theretofore existed and increased the salary thereof, no payment of such advanced salary shall be made to the officer or employe filling position until such time as certification has been made to the higher grade, in accordance with the city civil service act and rules.

**350-108. Biweekly Payment of Salaries and Wages.**

The salaries and wages of all city officers and employes shall be paid biweekly.

**350-110. Payrolls; Certificate to be Attached.**

There shall be affixed to payrolls or accounts of salaries or wages a certificate, made by the person preparing such payrolls to the effect that reports of the employment of the person or persons on said payrolls have been sent to the department of employe relations for recording such employment, and that there is a time record on file in said department, bureau or commission, certified by the person or persons having knowledge of the facts, showing the character of service and the exact time of employment of such person or persons, excepting department heads and other officers and employes within a department of whose time the head of the department and the director of employe relations deem it impracticable to keep an exact record, and that the distribution or division of the time of such person or persons on such payrolls is in accordance with such time record.

**350-112. Payroll Procedure.**

1. DEPARTMENT TO PREPARE. The heads of all departments, bureaus and commissions shall prepare their several payrolls or accounts of salaries and wages in accordance with the schedules and specifications for personnel service adopted by the common council. Said heads of departments, bureaus and commissions shall arrange to have payrolls or accounts of salaries and wages sent directly to the office of the department of employe relations for check and certification. Department heads shall, in advance of transmission of payrolls and accounts of salaries and wages, report all changes affecting employment in offices and positions under the jurisdiction of the department of employe relations on blank forms, provided by the office of the department of employe relations; the office of the department of employe relations shall forward to the city comptroller such payrolls or accounts of salaries or wages of officers or employes whose title and compensation conform to the titles, specifications and compensation grades fixed by the common council.

2. VERIFICATION. After schedules and specifications of grades and titles of offices and employment have been adopted by the common council, the city service commission shall withhold such certifications to such payrolls or accounts of salaries or wages which are not in conformity with such schedules; supplementary payrolls, with corrected items, shall be prepared for check and certification by the office of the city service commissioners before transmission to

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the city comptroller's office; and no payroll or account of salaries or wages shall be received or moneys authorized or paid by the city comptroller, city treasurer, or any other city authority for services of any officers or employes unless such payroll or account of salaries or wages bears the certification of the office of the city service commissioners.

### **350-114. Salary Changes to be Referred to the Finance and Personnel Committee.**

1. POSITION TO BE INVESTIGATED. All salary ordinances and resolutions and all requests for additions and changes in the specifications for personnel service shall be referred to the committee on finance and personnel for investigation and report. In all such salary ordinances and resolutions or reports of the creation of new positions or of changes in existing positions there shall be included only those standard titles adopted hereby and included in the specifications for personnel service set forth in Schedule A or such as shall be approved hereafter by the city service commission and shall have been certified to the common council by the said commission as properly descriptive of the duties to be performed and as conforming to the standard services, grades and titles, and to the compensation rates approved as a guide only in determining and revising salary ordinances provided in the specifications for personnel service.

2. APPROVAL REQUIRED. In recommending to the common council the fixing of salaries of positions, the committee on finance and personnel shall certify that the titles of such positions have been approved by the city service commission and that the positions have been properly classified. No title so prescribed shall be changed except on recommendation of the city service commission and approval or disapproval by the committee on finance and personnel whose report shall be submitted to the common council for final action.

### **350-116. Mandatory Unpaid Furloughs.**

1. APPROVAL BY COMMON COUNCIL RESOLUTION. The common council may by resolution impose mandatory furlough time for city officials and employes.

### **2. POSITIONS AFFECTED.**

a. Mandatory furloughs shall apply to all city employe positions, regardless of funding source, pursuant to sub. 3.

b. The city attorney, city comptroller, city treasurer and municipal court judges shall be subject to mandatory furloughs.

3. FURLOUGH GUIDELINES. The department of employe relations shall issue furlough policy guidelines for city departments as necessary to administer the implementation of mandatory furlough programs

4. To the extent any provision in the city salary ordinance, the city charter or Milwaukee code of ordinances, including but not limited to sections 36-04-1; 350-25-c-3; 350-35-3-a, 5-a and c-3; 350-36-2-a-6, 3 and 4; 350-37-0, 8-a-1, 12-b-2 and d-2, and 13-b-2; 350-40-1-a; 350-90-5; 350-132-5-c; 350-133-3-b-2; 350-145-5-a; 350-150-3-b; 350-151-3-a; 350-152-3-a; and 350-181-11, should address or specify the impact of unpaid furloughs upon the wages, hours, or conditions of employment of represented employes, any such provision, insofar as it shall apply to represented employes, shall be subject to, and its application and effects may be modified or nullified through, impact bargaining with the duly authorized representatives of such employes in accordance with the requirements of the Wisconsin Municipal Employment Relations Act. Approval of the common council is required for any substantive term resulting from furlough-related impact bargaining on behalf of any group of represented employes if the term is inconsistent with and more beneficial than a corresponding furlough-related term specified for the particular group in a provision of the charter or code, and for any substantive term resulting from furlough-related impact bargaining on behalf of any group of represented employes that addresses a new issue involving the impact of furloughs upon wages, hours, or conditions of employment that is not addressed in any manner for the particular group in a provision of the charter or code; however, common council approval is not required for any substantive term resulting from furlough-related impact bargaining on behalf of any group of represented employes if the substantive term is identical or less beneficial to the affected represented employes than corresponding terms that have been approved by the common council for the majority of the city's nonrepresented employes.

SUBCHAPTER 7  
FIRE AND POLICE EMPLOYES

**350-131. Holiday Premium Pay.** 1. Police officers not covered by a labor contract assigned by police department administration to duty on January 1, July 4, the first Monday in September or December 25 shall be compensated in cash at a rate of 1.5 times their base salary rate for all such duty, computed to the nearest tenth of an hour. Such compensation shall not extend to any other calendar date on which New Year's Day, Independence Day, Labor Day or Christmas may be officially observed.

4. Application of the provisions enumerated herein shall not involve pyramiding of the compensation described herein. No employe shall receive overtime benefits and/or shift or weekend differential benefits in addition to holiday premium pay.

5. Any payment made in addition to the employe's base rate of pay under the provisions of this section shall not have any sum deducted for pension benefits nor shall such payments be included in determining pension benefits or other fringe benefits.

6. Administration and control of the provisions of this section shall be under the chief of police.

**350-132. Certification Pay.** 1. EMPLOYES ELIGIBLE. Employes in active service and in the following position classifications shall be eligible for the compensation provided in this section, subject to established terms and conditions, as long as they remain in active service and within the stated classifications:

- a. Chief of Police.
- b. Assistant chief of police.
- c. Inspector of police.

2. COMPENSATION. a. An employe in active service and occupying a position classification in sub. 1 who is deemed certified as being qualified to be a law enforcement officer in the state of Wisconsin by the law enforcement standards board (LESB) as of the close of a calendar year shall be entitled to receive a \$600 payment termed "certification pay." Once LESB certification has been established during a calendar year, an employe must maintain that certification for the balance of such calendar year in order to receive certification pay benefits for that calendar year.

b. An employe retiring on normal pension, or resigning voluntarily from the police department, and who was LESB-certified at the time of such retirement or resignation shall be entitled to the benefits provided by par. a prorated on the basis of his or her active service in the calendar year he or she retired, computed to the nearest calendar month. For purposes of prorating, an employe on the police department payroll for at least 14 days in a calendar month shall be deemed as having been on the payroll for the full calendar month; in the event the employe is on the police department payroll less than 14 days in a calendar month, then the employe shall be deemed as not having been on the payroll at all during the calendar month. For purposes of determining eligibility for the benefits provided in par. a, years of service shall be computed as of the effective date of the employe's retirement or voluntary resignation. Payments earned shall be made as soon as is administratively practicable after the employe's retirement or voluntary resignation.

3. Except as provided in sub. 4, payments made under this section shall not be included in the determination of overtime compensation or any other fringe benefits.

4. Employes who retire from active service shall have their certification pay benefits included in final average salary for purposes of computing their service retirement allowances. For purposes of interpretation and construction of this section, the certification pay benefit the employe is entitled to include in the final average salary computation shall be an amount equal to the certification pay payment the employe received for December 31 of the calendar year immediately preceding the employe's effective date of retirement.

5. An employe on a military leave of absence for performance of duty as a member of the state of Wisconsin national guard or reserve component of the armed forces of the United States shall be eligible for certification pay benefits for a calendar year prorated on the basis of the employe's active service with the department in that calendar year subject to the following:

a. The military leave is a result of being called to, or volunteering for, active duty under the authority granted to the president of the United States or the congress of the United States for a period of more than 30 calendar days.

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b. Prorated certification pay shall be calculated as of the effective date the employe separated from active service with the department and began his or her unpaid military leave of absence.

c. For purposes of prorating certification pay benefits, an employe on the police department payroll for at least 14 days in a calendar month shall be deemed as having been on the payroll for the full calendar month; in the event the employe is on the payroll less than 14 days in a calendar month, exclusive of any mandatory furlough time, then the employe shall be deemed as not having been on the payroll at all during the calendar month.

### 350-133. Variable Shift Assignment Pay.

1. EMPLOYES ELIGIBLE. Employes in active service and in the following position classifications shall be eligible for the compensation provided in this section, subject to established terms and conditions, as long as they remain in active service and within the stated classifications:

- a. Chief of police.
- b. Assistant chief of police.
- c. Deputy chief of police.
- d. Police commander.

2. COMPENSATION. a-1. An eligible employe in active service and occupying a position classification in sub. 1 on December 31 of a calendar year shall receive \$1,050 for that calendar year. Effective with calendar year 2000 payments, this amount shall be increased to \$1,150.

a-2. Effective with calendar year 1997, an employe with at least 20 years of active service as a law enforcement officer in the police department on December 31 of a calendar year shall be entitled to receive \$250 per calendar year in addition to the amount the employe is entitled to receive under subd. 1. Payment of this additional \$250 shall be first effective for eligible employes in active service as of December 31, 1997.

b. An employe who commences receiving a normal service retirement allowance during a calendar year shall receive an additional \$350 supplemental to the payment provided in par. a for the calendar year immediately preceding the calendar year in which the employe retired. The employe shall also receive an amount equal to the amount to which he or she is entitled to under par. a for the calendar year in which the employe retired, prorated on the basis of active service in the calendar year of retirement.

c. An eligible employe who separates from active service on account of voluntary

resignation during a calendar year shall receive the amount provided in par. a, prorated on the basis of the employe's active service while covered by this section during the calendar year in which the employe's separation occurred, computed to the nearest calendar month.

3. ADMINISTRATION. a. Except for employes who separate from active service during a calendar year on account of normal service retirement or voluntary resignation, employes must be in active service and covered by this section on December 31 of a calendar year in order to be eligible for that calendar year's variable shift assignment pay payment.

b. Payments made under this section shall be made as soon as it is administratively practicable following the date on which entitlement is established. In the case of an employe who commences a normal service retirement allowance in a calendar year, the supplemental amount provided in subpar. 2-b shall be paid after the employe's effective retirement date. Prorated payments made under this section shall be determined as follows:

b-1. An employe covered by this section and in active service for at least 14 days in a calendar month shall be deemed as having been covered by this section and in active service for the full calendar month.

b-2. If the employe is covered by this section and in active service for less than 14 days in a calendar month, exclusive of any mandatory furlough time, the employe shall be deemed as not having been covered by this section and in active service at all during the calendar month.

c. Except as provided for by ss. 35-01-60, 35-04-1, 36-02-12 and 15 and 36-08-7-b of the Milwaukee city charter, payments made under this section shall not be construed as being part of the eligible employe's base pay and shall not be included in the computation of any fringe benefit owing to the employe from any source.

d. For purposes of interpretation and construction of this section the variable shift assignment pay benefit to which the employe is entitled to include in his or her final average salary computation shall be an amount equal to the variable shift assignment pay payment the employe received for the calendar year immediately preceding the employe's effective date or retirement, but excluding any amount the employe received under par. a-2.

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e. Variable shift assignment pay payments are compensation for and in recognition of the city's sole and unrestricted right to vary from time to time and without advance notice the starting time of an employe's regularly scheduled 8-hour shift assignment or the day on which such regular shift assignment occurs. Variable shift assignment pay payments are in lieu of any other compensation for the city's retention of this right, including, without limitation, any "out-of-shift" pay premium.

### **350-134. Interpreter/Translator Pay.**

1. POSITIONS ELIGIBLE. Employes in active service on or after August 6, 1989, and in the following position classifications shall be eligible for the compensation provided for under this section, subject to the terms and conditions established in this section therefor:

- a. Chief of police.
- b. Assistant chief of police.
- c. Inspector of police.

2. WHEN REQUIRED. The chief of police is authorized to direct employes under sub. 1 to perform interpreter/translator duties consistent with employes' capabilities for such duties and the needs of the police service. Employes shall perform authorized interpreter/translator duties as a result of:

- a. Direction from the employe's commanding officer; or
- b. The employe's response to a request for an interpreter/translator broadcast over the police department radio network. If more than one employe responds to such a request, only those employes actually needed to perform interpreter/translator duties shall be entitled to receive interpreter/translator pay.

3. COMPENSATION. An eligible employe shall be entitled to receive premium pay, termed "interpreter/translator pay", equal to \$1.00 per hour in addition to his or her base salary for each actual hour or nearest 0.1 of an hour spent performing interpreter/translator duties. Interpreter/translator pay shall be compensated at a flat rate of \$1.00 per hour irrespective of whether the employe is in premium pay status.

4. ADMINISTRATION. a. Interpreter/translator duties eligible for compensation shall be limited to authorized duties performed by the employe involving interpretation or

translation of a language other than English at a level of competence deemed acceptable to the police department. Such "other languages" comprise the following non-English languages currently recognized by the police department:

- a-1. American Sign.
- a-2. German.
- a-3. Greek.
- a-4. Italian.
- a-5. Kurdish.
- a-6. Polish.
- a-7. Russian.
- a-8. Spanish.

b. An employe possessing interpreter/translator ability in a non-English language that is not listed above may at any time file a written request with the department to add that language to the list.

c. Interpreter/translator pay payments to employes entitled to receive them shall be made quarterly during the calendar year on such dates after August 6, 1989, as the police department shall prescribe.

d. Interpreter/translator pay shall only be granted when an employe is actually performing interpreter/translator duties and shall not be granted when an employe is directed to perform other duties.

e. Payments made under this section shall not be construed as being part of an employe's base pay and shall not be included in the computation of any fringe benefits of the employe.

f. Any payment made under this section shall not have any sum deducted for pension benefits nor shall such payments be included in the determination of pension benefits or other fringe benefits.

### **350-135. Automobile Usage for Nonrepresented, Noncivilian Police Department Management Employes.**

1. EMPLOYES ELIGIBLE. Employes in active service and in the following position classifications shall be covered by this section as long as they remain in active service and within such classifications:

- a. Chief of police.
- b. Assistant chief of police.
- c. Inspector of police.

2. USE OF PRIVATE VEHICLES. a. An employe may, at the employe's option, use the employe's privately owned vehicle for

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departmental business only under express authorization from the employe's commanding officer. When such use is authorized, the city will indemnify the employe for any property damage sustained by the employe's automobile and shall represent the employe and be responsible for any judgment, damages and costs entered against the employe for acts arising out of the employe's official capacity while acting within the scope of the employe's employment.

b. When an employe is authorized by the employe's commanding officer to use the employe's private vehicle on departmental business, in accordance with departmental procedures established for that purpose, and the vehicle sustains damage during such use, the employe shall submit a written report of the damage to the employe's commanding officer before the end of the workshift in which the damages occurred. The report shall include a description of the damages, the date and time of occurrence and the cause. Reasonable amounts of damages from causes other than negligence of the employe will be reimbursed by the city, provided the employe submits documentation of such costs to the employe's commanding officer no later than 7 calendar days following the occurrence of the damages.

#### 350-137. Police Educational Program.

1. POSITIONS ELIGIBLE. The following classes of positions in the police department shall receive additional compensation for the completion of approved course work subject to the conditions of this section:

- a. Chief of police.
- b. Assistant chief of police.
- c. Deputy chief of police.
- d. Inspector of police.

2. INCREMENTS. Annual payment for the completion of approved course work shall be as follows:

- a. \$95 per year for officers with at least 16 credits, but less than 28 credits.
- b. \$145 per year for officers with at least 28 credits, but less than 40 credits.
- c. \$195 per year for officers with at least 40 credits, but less than 52 credits.
- d. \$245 per year for officers with at least 52 credits, but less than 64 credits.

e. \$295 per year for officers with at least 64 credits, but less than 90 credits; or if eligible employe possesses an associate degree.

f. \$370 for officers with at least 90 credits, but less than 120 credits.

g. \$470 for officers with 120 or more credits, but not possessing a bachelor's degree; \$750 per year for a bachelor's degree.

h. No employe may receive more than \$770 of educational pay for a calendar year regardless of the number of degrees and credits earned; no employe may receive more than \$470 of educational pay for a calendar year unless the employe holds a bachelor's degree.

3. EFFECTIVE DATE. These payments shall be made on an annual basis as soon as possible after December 31 of the current year. Officers who attain the required educational credits during the calendar year shall be paid a prorated amount from the first pay period after the educational courses are completed and reported to the police department to December 31 of the appropriate year.

4. FULL YEAR'S EMPLOYMENT. No officer shall receive an educational bonus payment for any year in which he does not remain in the employment of the police department, for a full calendar year.

5. MINIMUM YEARS OF SERVICE. No officer will be eligible for an educational bonus payment unless he or she has a minimum of 5 years' service in the police department with a rank of police officer or above.

6. ADDED TO BASE SALARY. Educational bonus payment shall be in addition to the base salary of the position eligible for such payments. These payments shall not be used in the calculation of overtime pay or in the calculation of pension benefits.

7. APPROVED COURSES. Approved courses of study for which payment will be made under this section are courses in which credit has been successfully earned from one of the following regional accreditation associations: North Central Association of Colleges and Schools; Middle States Association of Colleges and Schools; New England Association of Schools and Colleges, Inc.; Northwest Association of Colleges and Schools; Southern Association of Colleges and Schools; Western Association of Schools and Colleges.

8. DEGREES. Police officers who have earned a degree shall request that the degree-granting collegiate institutions send a report to the police department with a statement as to the date on which the degree was conferred, the major field of study pursued, and that the institution was a member in good standing of an association listed in sub. 7 at the time the degree was granted.

9. TRANSCRIPT COSTS. Any transcripts or credits or evaluation thereof shall be at the expense, if any, of the applying police officer.

10. OFFICER RESPONSIBLE. Each eligible police officer shall be responsible for making the necessary requests of collegiate institutions for the purpose of informing the Milwaukee police department as to the number of credits that apply on the above described educational bonus payments plan.

11. ADMINISTRATION. Administration and control of the provisions enumerated herein shall be under the chief of police.

**350-143.** Fire Department Hours of Work. Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, the fire chief shall determine the hours of work for fire department employees.

**350-145. Fire Department Holiday Compensation.** 1. ELIGIBILITY. Eligible fire department employes in active service and in the following position classifications shall be eligible for the benefits provided under this section as long as they remain in active service and within such classifications:

- a. Relief shift supervisor.
- b. Assistant chief dispatcher of fire alarm and telegraph.
- c. Chief dispatcher of fire alarm and telegraph.
- d. Motor vehicle operator instructor.
- e. Battalion chief, fire.
- f. Deputy chief, fire.
- g. First assistant chief engineer.
- h. Chief engineer, fire.

2. FIRE FIGHTING DIVISION. While assigned to the fire fighting division of the fire department, an eligible employe shall be entitled to 24 hours off per calendar year in lieu of duty off on legal holidays.

3. BUREAU OF FIRE COMMUNICATIONS. Employes in the position classifications of chief dispatcher of fire alarm and telegraph and assistant chief dispatcher of fire alarm and telegraph shall receive eight 8-hour work days off per calendar year in lieu of duty time off on legal holidays. The 8 holidays shall be scheduled by the fire chief. Effective in calendar year 1988, employes shall be eligible for one additional 8-hour day in recognition of Dr. Martin Luther King which will be scheduled by the employe in accordance with the needs of the bureau of fire communications.

4. BUREAU OF INSTRUCTION AND TRAINING AND BUREAU OF ADMINISTRATION. While assigned to the bureau of instruction and training or the bureau of administration, an eligible employe shall be granted up to ten 8-hour work days off per calendar year in lieu of duty time off on legal holidays. The employe shall also be granted up to an additional two 8-hour work days off per calendar year if he or she was on the payroll, on leaves of absence, or working toward year-around employment, as of January 1, 1963, and up to an additional two 8-hour work days off per calendar year he or she was on the payroll, on leave of absence, or working toward year-around employment as of January 1, 1964. Effective in calendar year 1988, employes shall receive Dr. Martin Luther King day as an 8-hour holiday.

5. ADMINISTRATION. a. Earning of Holiday Compensation. All time off that fire department employes are eligible to receive under subs. 2 to 4 shall be taken in the calendar year in which it was earned. Time off shall be earned at a rate of 1/12 of the time off per calendar year for each calendar month during the calendar year the employe was on the fire department payroll. For purposes of interpretation of this provision, an employe on the fire department payroll for at least 14 days in a calendar month shall be deemed as having been on the fire department payroll for the full calendar month. If the employe is on the fire department payroll for less than 14 days in a calendar month, exclusive of any mandatory furlough time, then the employe shall be deemed as not having been on the payroll at all during such calendar month.

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b. Pro rata Credit for Holiday Compensation. Employees assigned to work in more than one of the categories set forth above in subs. 2 to 4 during the course of a calendar year shall receive the time off specified under each such category prorated on the basis of the time spent in such category during the calendar year.

c. Unused Holiday Compensation. An employe on authorized injury leave as a result of a duty-incurred injury may use holiday off time scheduled during the period of such leave provided the employe notifies his or her supervisor orally of this fact prior to the start of such holiday time off. An employe on authorized injury leave as a result of a duty-incurred injury not using holiday off time scheduled during the period of the employe's leave, because he or she did not make a request for it, shall have his or her unused holiday off time rescheduled by the fire department administration when the employe returns to duty if it is possible to do so before the end of the calendar year. In the event the fire department administration is unable to reschedule all of the employe's remaining unused holiday off time before the end of the calendar year, the employe shall be entitled to receive a lump-sum payment equivalent to the dollar value of the remaining unused holiday off time at the end of the calendar year, computed on the basis of the employe's hourly base salary rate in effect at the time for which the holiday off time was originally scheduled. This lump-sum payment shall be made as soon as is administratively practicable following the end of the calendar year. The lump-sum payment shall not be construed as being part of the employe's base salary and shall not be included in the computation of any fringe benefits. The lump-sum payment shall not have any sum deducted for pension benefits nor shall it be included in any computation establishing pension benefits or payments. When authorized by the fire department administration, an employe may elect to carry over into the next succeeding calendar year any remaining unused holiday off time that the fire department administration was unable to reschedule by the end of the calendar year, instead of the lump-sum payment provided for above. The scheduling of carried-over holiday off time shall be subject to availability of the dates requested by the employe, require prior approval by the employe's supervisor and in no way affect the scheduling of other employe holiday off time.

The provisions of this subsection shall become effective on January 1, 1984, for holiday time occurring on or after that date. Prior to that date, existing departmental practices shall apply.

### 350-147. Fire Company and Battalion Staffing.

1. DEPUTY CHIEF STAFFING IN THE FIREFIGHTING SERVICE DIVISION. When the chief engineer, fire, determines that there is an operational deficiency in the normal on-duty staffing for deputy chief, fire, in the firefighting service division command on a Saturday, Sunday or holiday, he or she may assign a deputy chief, fire, from any bureau to fill the vacancy. Compensation for such assignment shall be at the employe's base rate of pay.

2. BATTALION CHIEF STAFFING. When the fire chief determines that there is an operational deficiency in the normal on-duty staffing for battalion chief exceeding 2 positions, the first such assignment shall be underfilled by a captain, the 2nd assignment to be filled by a battalion chief and the 3rd assignment underfilled by a captain. These assignments are only as designated, assigned or authorized by the fire chief. Compensation for such assignment shall be at the employe's base rate of pay.

3. PAYMENTS. Any payments earned under the provisions of this section shall not be considered in computing pension or other employe benefits. Members of the department on trade shall not be eligible for such assignment; except that the chief or a designee may permit an employe on trade to perform such an assignment when the chief deems it appropriate.

4. ADMINISTRATION. Administration and control of the provisions of this section shall be under the chief engineer, fire, who may, as he sees fit, in an emergency situation, suspend these provisions.

5. EFFECTIVE DATE. The terms and conditions set forth in subs. 1 to 4 shall be deemed to take effect and be in force from and after December 30, 1973.

**350-149. Fire Department: Educational Program. 1. POSITIONS ELIGIBLE.**

Employees in active service and in the following position classifications shall be eligible for annual educational program payments provided under this section in accordance with the terms and conditions established, as long as they are in active service and in such classifications:

- a. Battalion chief classifications.
- b. Deputy chief, fire.
- c. Assistant fire chief.
- d. Fire chief.

**2. BENEFITS.** a. An eligible employe who has attained an associate degree in fire science and technology shall receive an annual educational program payment of \$225 according to the terms and conditions set forth in sub. 3. Furthermore, for calendar year 2006 payments, an employe who is a registered nurse and whose education is less than a bachelor's degree shall receive \$225; however, no payment shall be provided unless such employe possesses a current registered nurse license.

b. An employe who has a bachelors degree in public administration, business administration or management, psychology, nursing, personnel administration or management, or an equivalent degree, such equivalency determined by the department of employe relations, and effective for payments for calendar year 2009, public health, chemical engineering, training and development, physical education, health education, or physician assistant, shall be eligible for an annual payment of \$325, subject to the terms and conditions set forth in sub. 3.

c. An eligible employe who has attained a masters degree in public administration, business administration or management, psychology, nursing, personnel administration or management, or an equivalent degree, such equivalency determined by the department of employe relations, and effective for payments for calendar year 2009, public health, chemical engineering, training and development, physical education, health education, or physician assistant shall be eligible for an annual payment of \$425, subject to the terms and conditions set forth in sub. 3.

d. An employe who is eligible for more than one of the educational program payments provided in pars. a to c in a calendar year shall only be entitled to receive the largest of the payments for that calendar year.

**3. ADMINISTRATION.** a. Only degrees from colleges and universities accredited by the North Central Association of Colleges and Secondary Schools, and effective for payments for calendar year 2009, Middle States Association of Colleges and Schools, New England Association of Schools and Colleges, Inc., Northwest Association of Colleges and Schools, Southern Association of Colleges and Schools and the Western Association of Schools and Colleges shall be eligible for the payments provided in sub. 2.

b. Educational program payments shall be made as soon as is administratively practicable following the close of the calendar year in which eligibility therefor is established. No payments will be made to an employe for any calendar year in which the employe did not remain in the employment of the fire department for the full calendar year. An employe who attains the required degree during the calendar year shall be paid a prorated amount from the first pay period after the date the degree is awarded to December 31 of that calendar year.

c. Educational pay shall not be used in the calculation of overtime pay or in the calculation of pension benefits. Any payment made under this section shall not have any sum deducted for pension benefits, nor shall such benefits be included in the determination of pension benefits or other fringe benefits.

d. An employe who has earned a degree pursuant to this section shall request that the degree-granting institution send a report to the fire department with a statement as to the date on which the degree was conferred, the major field of study pursued, and that the institution was accredited by the North Central Association of Colleges and Secondary Schools, or effective for payments for calendar year 2009, Middle States Association of Colleges and Schools, New England Association of Schools and Colleges, Inc., Northwest Association of Colleges and Schools, Southern Association of Colleges and Schools and the Western Association of Schools and Colleges at the time the degree was granted.

e. An employe shall be responsible for making the necessary requests of the educational institution for the purpose of informing the fire department as to the attainment of a degree and shall be responsible for any costs associated therewith.

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f. Administration and control of this section shall be by the fire chief and the city.

**350-150. Recall Allowance.** 1. POSITIONS ELIGIBLE. Employes in active service at the close of the calendar year and in the following position classifications shall be eligible for annual recall allowance payments provided under this section in accordance with the terms and conditions established so long as they are in active service and in such classifications:

- a. Battalion chief classifications.
- b. Deputy chief, fire.

2. COMPENSATION. Effective for calendar year 2003, an eligible employe shall receive an annual allowance of \$850.

3. ADMINISTRATION. a. Payments made under this section shall be paid as soon as practical after December 31 of the year in which they were earned.

b. An employe who separates from active service during a calendar year on account of voluntary resignation or normal service retirement shall receive recall pay prorated on the basis of active service during such calendar year, computed to the nearest month. For the purpose of prorating, an employe in active service at least 14 days in a calendar month, shall be considered to have been in active service for the entire month. An employe in active service less than 14 days in a calendar month, exclusive of any mandatory furlough time, shall be considered not to have been in active service at all for such calendar month.

c. Payments made under this section shall not be construed as part of an employe's base salary and shall not be included in the computation of any fringe benefit.

d. Payments made under this section shall not have any sum deducted for pension benefits nor shall such payments be included in any computation establishing pension benefits or payments

e. Administration and control of this section shall be by the city.

### **350-151. Fire Department: Special Unit Pay.**

1. POSITIONS ELIGIBLE. Employes in active service and in the following position classifications shall be eligible for annual special unit payments provided under this section in accordance with the terms and conditions established therefor, so long as they are in active service and in such classifications:

a. Assistant chief dispatcher of fire alarm and telegraph.

b. Chief dispatcher of fire alarm and telegraph.

c. Battalion chief, vehicle operations.

d. Battalion chief, fire.

e. Deputy chief, fire.

f. First assistant chief engineer.

g. Fire chief.

2. COMPENSATION. a. An eligible employe assigned by the fire chief to any of the following special teams shall receive an amount in addition to base salary equivalent to \$240 per year: scuba diving team; hazardous materials response team; and heavy urban rescue team. An employe may not receive more than \$240 per year regardless of the number of special units the employe may belong to at any one time.

b. Notwithstanding par. a, 2 employes designated by the fire chief as members of the hazardous materials response team shall each receive, in addition to base salary, annual compensation equivalent to \$500.

3. ADMINISTRATION. a. Payments made under this section shall be paid as soon as practicable after December 31 of the year in which they were earned. Prorata adjustment to the nearest calendar month on the basis of service on the hazardous material response team will be made for an employe who was assigned to the team for less than a full calendar year. For purposes of prorating, an employe assigned to the hazardous material response team for at least 14 days in a calendar month shall be deemed as having been assigned to the team for the full calendar month; in the event the employe is assigned to the team for less than 14 days in a calendar month, the employe shall be deemed as not having been assigned to the team at all during the calendar month.

b. Notwithstanding par. a, special pay for hazardous material response team members may be paid on the last payroll check to eligible employes who leave the service of the city or to eligible deceased employes if the city determines it is administratively practicable to do so.

c. Payments made under this section shall not be construed as being part of employes' base pay and shall not be included in the computation of any fringe benefit.

d. Any payment made under this section shall not have any sum deducted for pension benefits nor shall such payments be included in any computation establishing pension benefits or payments.

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e. Payments under sub. 2-b shall cease in the event the state of Wisconsin eliminates or reduces its fundings to the city for regional hazardous materials response services.

f. Special pay for hazardous material response team members under sub. 2-b shall first become effective for calendar year 1995, with the payments for 1995 made as soon as administratively practicable. Payments under sub. 2 for 1996 and thereafter shall be made as soon as practicable after December 31 of the year for which they are earned.

g. Administration and control of this section shall be by the city.

**350-152. Fire Department: Special Emergency Medical Technician Pay.** 1. POSITIONS ELIGIBLE. Employees in active service and in the position of fire chief shall be eligible for annual special emergency medical technician payments provided under this section in accordance with the terms and conditions established, as long as they are in active service and in such classification.

2. COMPENSATION. Employees who have attained and maintained state-certified emergency medical technician-1 status shall receive an amount in addition to base salary equivalent to \$750.

3. ADMINISTRATION. a. Payments made under sub. 2 shall be paid as soon as administratively practicable after December 31 of the year in which they were earned. Prorata adjustment to the nearest calendar month on the basis of time served in emergency medical technician-1 status shall be made for those employees who have held emergency medical technician-1 status for less than 1 calendar year. For purposes of prorating, an employee who has held emergency medical technician-1 status for at least 14 days in a calendar month shall be deemed as having held emergency medical technician-1 status for the full calendar month; in the event an employee has held emergency medical technician-1 status less than 14 days in a calendar month, exclusive of any mandatory furlough time, the employee shall be deemed as not having held emergency medical technician-1 status at all during the calendar month.

b. An employee who separates from active service on account of voluntary resignation or normal service retirement during a calendar year shall receive the amount set forth

in sub. 2 prorated on the basis of his or her active service during that calendar year computed to the nearest calendar month.

c. Except for employees who separate from active service during a calendar year on account of normal service retirement or voluntary resignation, employees must be in active service on December 31 of a calendar year in order to be eligible for that calendar year's payment.

d. Except as provided in par. e, payments made under the provisions of this section shall not be construed as being part of an employee's base pay and shall not be included in the computation of any fringe benefit.

e. An employee in active service who retires on a normal pension shall have his or her special emergency medical technician pay to a maximum of \$550 included in final average salary for purposes of computing his or her normal service retirement allowance. For purposes of interpretation and construction of this section, the special emergency medical technician pay benefit to which the employee is entitled to include in the final average salary computation shall be equal to the special emergency medical technician pay payment the employee received for the calendar year immediately preceding the employee's effective date of retirement to a maximum of \$550.

f. Administration and control of this section shall be by the city.

### 350-152.5. Fire Department: Special CPR Pay.

1. POSITIONS ELIGIBLE. Effective in calendar year 2000, employees in active service and in the following classifications shall be eligible for annual cardiopulmonary resuscitation (CPR) payments provided under this section in accordance with the terms and conditions established, as long as they are in active service and in such classifications:

- a. First assistant chief engineer.
- b. Deputy chief, fire.
- c. Battalion chief classifications.

2. COMPENSATION. Employees who have successfully completed an approved course in CPR shall receive an amount in addition to base pay equivalent to \$200.

3. ADMINISTRATION. a. Payments made under sub. 2 shall be paid as soon as administratively practicable after December 31 of the year in which they were earned. Prorata adjustment to the nearest calendar month on

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the basis of time served as CPR qualified shall be made for those employes who have held CPR qualified status for less than 1 calendar year. For purpose of prorating, an employe who has held CPR qualified status for at least 14 days in a calendar month, exclusive of any mandatory furlough time, shall be deemed as having held CPR qualified status for the full calendar month; in the event an employe has held CPR qualified status less than 14 days in a calendar month, the employe shall be deemed as not having held CPR qualified status at all during the calendar month.

b. An employe who separates from active service on account of voluntary resignation or normal service retirement during a calendar year shall receive the amount set forth in sub. 2 prorated on the basis of his or her active service during that calendar year computed to the nearest calendar month.

c. Except for employes who separate from active service during a calendar year on account of normal service retirement or voluntary resignation, employes must be in active service on December 31 of a calendar year in order to be eligible for that calendar year's payment.

d. Payments made under the provisions of this section shall not be construed as being part of an employe's base pay and shall not be included in the computation of any other fringe benefit.

e. Administration and control of this section shall be by the city.

**350-153. Former Town of Lake Firemen's Pension Fund. 1.** Any city of Milwaukee employe who is a member of the former Town of Lake firemen's pension fund system and employed on July 28, 1974, in the Milwaukee fire department as a fireman as the term fireman is defined in s. 36-02-16 of the Milwaukee city charter who has qualified for pension rights under such Town of Lake firemen's pension fund shall be entitled to receive, in addition to the benefits provided for in aforesaid Town of Lake firemen's pension fund, 2% of such employe's final average salary for each year of such employe's creditable service in excess of 25 years of service, up to a maximum of 10 such excess years of service.

2. The term "final average salary" as used herein shall mean the average annual regular base salary computed on the year of service preceding the date of retirement during which the employe's regular base salary was the highest.

3. Payments made such employe or his beneficiary resulting from such additional 2% of final average salary per year of creditable service for years of service in excess of 25 years of service shall be called supplementary service credit payments.

4. In the event such employe's benefits presently provided for by aforesaid former Town of Lake firemen's pension fund are increased by the Wisconsin state legislature in any way, then the monetary amounts payable to such employe or his beneficiary owing to such increase shall cause aforesaid supplementary service credit payments to be reduced by like amounts on a dollar for dollar basis.

**350-155. Outside Employment. 1. NOT PERMITTED.** Except as provided in sub. 2 and 3, no member of the fire department shall be engaged in any other employment, nor shall he receive compensation for the performance of any other service for the city; provided that if a member of the fire department shall be incapacitated and unable to perform his regular duties as a member of the department, and such fact has been properly ascertained, he shall be permitted, with the approval of the chief, to be engaged in employment outside of his regular fire department duties for a period of 6 months, such period to be extended for one additional 6-months' period upon the approval of the chief of the fire department. No such member shall be reinstated to employment in the fire department until such member has passed a medical examination for the particular disability for which such member has been incapacitated, showing such member fit for active duty with the fire department.

2. **NONEMERGENCY EMPLOYEES.** Members of the Milwaukee fire department shall consist of 2 categories as related to the emergency and nonemergency nature of their duties. Employes of nonemergency nature shall be classed as those whose titles fall within the pay ranges established for the first 4 clerk-stenographer levels of the city service, and such nonemergency employes shall be excluded from the provisions of sub. 1.

3. **EXCEPTION.** Effective January 1, 1969, members of the fire department may engage in outside employment for a maximum of 16 hours per week noncumulative, administered by the chief engineer, fire.

**350-163. Policemen and Firemen Duty Disability.** Any policeman or fireman receiving duty disability payments from the employes' retirement system who has one or more children under the age of 18 years, who are either issue of such policeman or fireman or who have been legally adopted pursuant to statutes of the State of Wisconsin, shall be paid out of the general fund the sum of \$80 for each such living child up to the time that such child reaches the age of 18; provided, however, that the total amount of salary earned through gainful employment, together with the aggregate payments for such child allotment, and pension allowance to any one policeman or fireman who is on duty disability shall not exceed the current monthly salary for the position held by such person at the time of retirement, independent of the number of minor children under the age of 18. The payments shall continue only as long as such policeman or fireman receives duty disability payments from the employes' retirement system. In order to be eligible for such child allotment the policeman or fireman requesting such payments shall file an affidavit setting forth the names of the child or children eligible for such child allotment, their date of birth, where such children were born, whether such children are issue of such applicant or whether such children have been adopted, and if adopted, a detailed statement of the circumstances under which such adoption occurred. This section shall be administered under the supervision and direction of the city comptroller and the city treasurer, and the city comptroller shall determine the procedures by which payments shall be made and such other requirements as may be necessary in the opinion of both the city comptroller and city treasurer in order to safeguard the rights and interests of the city. The application form shall, in addition to all other information, state on the face thereof that the applicant agrees for himself and his minor children that any payment made under the terms of this section as a child allotment may be terminated at the sole option of the city, at any time that action to terminate such child allotment is taken by the common council. Such payment is in no way either an expressed or implied agreement on the part of the city, but only constitutes a voluntary payment on its part, which the city may terminate at any time it so determines. Failure of the city to appropriate money for this purpose shall automatically terminate all child allotment payments.

**350-165. Physical Examination of Applicants.** Whenever application is made for a position on the fire or police force of the city of Milwaukee, the applicant shall report to the secretary of the fire department or of the police department, or his assistant, and shall be assigned to regularly appointed physicians or surgeons of the respective departments for a physical examination. The examination shall be given to the applicant by the respective designated physician or surgeon without charge to such applicant.

## 350- Employee Regulations And Benefits

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SUBCHAPTER 8  
TRANSPORTATION AND TRAVEL

**350-181. Authorized Travel Regulations and Procedures. 1. DEFINITIONS.** In this section:

a. "Convention" means a meeting of the membership of a large career or occupation oriented group or association, which occurs on a regularly recurring basis, such as annually, bi-annually or semi-annually. A convention will generally possess most of the following characteristics:

a-1. Is attended by members of the organization, who are ordinarily charged annual dues.

a-2. Is generally held in a different city each year, thus ordinarily requiring travel and lodging expenses.

a-3. May involve a registration fee.

a-4. Usually involves a general session, several more specific workshops, a dinner and a reception.

a-5. Can vary in geographic emphasis, i.e., national, regional, state or a combination thereof.

b. "Official or employe" means a person appointed or elected to a position in the city government, who is paid for their services by city payroll check or a public member of a city board or commission eligible for expense reimbursement from the city.

c. "Other city business travel" means travel to attend a seminar or other travel which is undertaken by a city official or employe in order to carry out duties devolving on a department or agency, which have been assigned thereto by the city charter, code or resolution of the common council or at the request or direction of the mayor. Training courses funded by department appropriation which require out-of-city travel also fall within this category.

d. "Seminar" means a training course provided by a person or agency that is not an employe, department or agency of the city. The location at which the course is offered can vary from as local as city hall or as far away as the continental boundaries of the United States. It may include courses covered by on "city time" use of the city's tuition reimbursement program and training courses funded by a departmental budget appropriation provided for training purposes.

**2. AUTHORIZATION.** a. The following out-of-city travel requires common council approval:

b. Request Procedures.

a-1. All conventions.

a-2. All travel by members of the common council.

a-3. Any travel to be paid from the common council contingent fund. It is the policy of the common council and mayor that, in the ordinary course of business, departments should budget for travel expenses from departmental accounts. Use of the common council contingent fund for travel will only be approved under extraordinary circumstances where a department can demonstrate that travel was essential and unanticipated and that departmental funds are not available for such travel.

b. All other travel for which budgeted funds are available shall require the approval of the respective department head.

c. Departments shall adhere to the administrative guidelines for automobile and travel allowance provided in ss. 350-181 to 350-187.

**3. CONVENTIONS.** a. Eligibility.

a-1. No more than 2 persons from the same city department or a division of the department of public works shall be authorized to attend the same convention. Exceptions to this policy may be made on a case by case basis only when special circumstances are presented or when the city of Milwaukee is the host.

a-2. Authorization to travel may be designated to the department or bureau staff with the attendee to be determined by the department or bureau head.

a-3. The maximum number of yearly conventions to be authorized to each city department or department of public works division shall not exceed the guidelines established by the committee on finance and personnel. In addition, each department or department of public works division may be authorized no more than 2 additional employes to attend one convention each in Wisconsin or the Chicago area within a given year.

a-4. No more than 2 board or commission members per year from the same board or commission shall be authorized to travel, either to the same or different conventions.

a-5. Both the department head and the first assistant or deputy shall not be authorized to undertake out of city travel on city business during the same period of time. Exceptions to this policy may be made on a case-by-case basis.

## 350-181-4 Employee Regulations And Benefits

b-1. Requests shall be submitted once per year, prior to November 15, for all conventions anticipated to be attended in the next year. Except as provided in subd. 3, such requests shall be submitted to the department of administration on forms prescribed by that department. Only requests which have been approved by the respective department head or chair of a board or commission as being necessary in the city's best interests and in compliance with the eligibility restrictions and guidelines cited in par. a, shall be considered for authorization. The department of administration shall prepare the necessary resolutions to authorize convention attendance. The estimated costs of each convention to be included in the resolution shall be computed by the department to assure uniformity and prudence in the allocation and expenditure of public funds for this purpose.

b-2. Requests for attendance at conventions submitted after November 15 each year shall be considered only if there is an extraordinary reason for their necessity. Such requests are to be submitted directly to the common council by letter, citing the completed convention request form.

b-3. Requests for convention attendance by the mayor and members of the common council shall be submitted directly to the common council on an as needed basis during the year. Attendance shall be authorized by resolution adopted by the common council.

b-4. Substitution of a different convention from the one that has been previously authorized shall require a new authorization by resolution. Such substitution shall be requested by letter to the common council citing the reasons for the change. Changes in the location of a convention or dates held shall not require further authorization provided additional funding is not requested.

**4. OTHER TRAVEL.** Requests by common council members for authorization for other city business travel and any requests for travel to be paid from the common council contingent fund shall be submitted to the city clerk. The city clerk shall process such requests, including preparation of the necessary resolutions for adoption by the common council.

**5. ADVANCE OF FUNDS.** a. No advance of funds for travel expenses shall be

made unless such travel has been authorized under this section. Advances of funds for travel expenses shall be made by city accounts payable check from a properly audited request for advance form, signed by the officer or employe requesting advance of funds and a control group register and voucher approved by the department head or delegated representative.

b. Accounts payable checks for advances of funds for travel expenses may be issued to transportation agencies for transportation tickets, lodging establishments for lodging deposits, or to the organization in charge of a convention or training program for registration fees.

c. The amount stipulated in the authorizing resolution shall serve as authorization for the city accounts payable check to be issued to make the necessary dollar advances for such purposes in context with the properly executed request for advance form.

**6. REIMBURSEMENT.** a. For travel authorized under this section, the city shall pay or reimburse:

a-1. For required registration expense incurred and reported by the attendee, provided a receipt is provided.

a-2. For actual expense incurred and reported by the attendee up to but not exceeding round trip airline coach fare, unless the airline certifies that no coach fare is available. In such a case, a certificate is required. A receipt or other verification form is required if public transportation is used. The choice of transportation to be used, including use of a personal automobile, shall be at the option of the respective official or employe. However, the amount of time to be allowed for travel shall be determined by the respective department head. If a personal automobile is used, reimbursement shall be in accordance with s. 350-183. If a management pay plan employe chooses to drive to the event, he or she shall use a pool car, a rental car or be reimbursed through travel allowance for use of his or her personal automobile for travel. Department heads shall make the final determination and shall consider factors such as location, individual needs of the management pay plan employe, security and safety issues, and other specific circumstances of the event.

a-3. For actual expense incurred and reported up to but not exceeding the single rate for a standard hotel room for the number of days of actual attendance at the involved convention or seminar, or for other city business travel, but not to exceed 5 days, provided a receipt is provided. Exceptions to this policy may be made on a case by case basis.

a-4. The city shall pay or reimburse for actual miscellaneous expenses incurred and reported up to but not exceeding \$50 per day for the number of days of actual attendance plus one.

b. The city comptroller is authorized to approve individual variances between the estimated amount established for travel and the actual reimbursement in context with par a. This can be done without the need for amendments to the itemized amounts contained in the original authorizing resolution, except that if the total funding provided in the resolution appears inadequate to fund all authorized travel contained therein, the comptroller shall initiate a supplemental funding request by resolution in a timely manner to prevent overexpenditure before such funding is provided by resolution.

c. Whenever an advance of funds has been made for travel authorized under this section, the official or employe receiving the advance shall within 15 days after returning to the city file documentation to repay the city for the full amount of the advance. In order for the officer or employe to repay the full amount of advance the person shall:

c-1. File with the city comptroller an itemized statement of actual and necessary expenses. If the travel involved attendance at a convention or seminar, a copy of the convention or seminar program or agenda shall also be submitted.

c-2. Make full settlement of the travel advance to the city treasurer within 5 working days after receiving notification from the city treasurer that the city comptroller has issued a check made payable to the city treasurer or the official or employe, or both, for the actual and necessary expenses.

d. The procedure in par. c shall be followed unless the official or employe chooses to repay the full amount of the advance to the city treasurer prior to submitting an itemized statement of expense and prior to expiration of the 15-day limit. The city treasurer shall, if the documentation is not filed within 15 days after the date of return to the city, retain out of the next salary due the employe the full

amount of the advance made for travel until the official or employe has complied with this section.

7. REPORTS. Each person who attends an authorized convention or similar activity shall be prepared to submit, either in writing or orally, a report concerning the specific benefits derived from attendance to the department head or to the common council committee on finance and personnel upon request.

9. GUIDELINES. The department of administration may issue guidelines relating to procurement of transportation, lodging, meals, automobile rentals and other travel arrangements consistent with this section. Such guidelines shall be approved by the common council.

10. EXEMPTIONS. a. This section does not apply to the city's legislative activities which are authorized and shall be accounted for pursuant to s. 304-11.

b. This section does not apply to travel undertaken by the mayor or common council president, if the travel expense is charged to their respective special expense funds, in which case such travel shall be deemed authorized.

11. TRAVEL AND TRAINING DURING UNPAID FURLOUGHS. If the authorized, paid travel or training for any city official or employe coincides with any mandatory furlough dates, the mandatory furlough time shall be rescheduled as approved by the department head.

**350-183. Private Transportation**

**Reimbursement. 1. AUTHORIZATION.** Proper city officers are authorized to reimburse city officials and employes occupying positions designated in the positions ordinance as being eligible to be paid for the use of their private automobiles on city business when at the discretion of the department head it is necessary that such automobiles be used on city business. Effective June 13, 2010, departments shall adhere to the administrative guidelines for automobile and travel allowance for management pay plan employes.

2. REIMBURSEMENT. Reimbursement is to be made from funds available to the respective departments for bills rendered, audited and certified for payment as are other bills of the city.

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**3. MILEAGE REPORT.** The authorized employe or official incurring mileage on his or her private automobile in the conduct of official business for the city shall submit a record of mileage incurred on city business during the month and attest to the accuracy of the mileage through the online program "City Time" and comply with a specific timetable for entering the data and for approval by the department head or designee that has been provided by the comptroller's office. The applicable rate for mileage shall be the IRS travel reimbursement rate, which is \$0.50 per mile for 2010.

**4. APPROVAL.** a. The department head of the agency for which the private automobile expense was incurred shall approve and attest to the accuracy and reasonableness of each mileage report submitted.

b. All private automobile reimbursement payments to employes exceeding 1,000 miles monthly shall be concurred by the finance and personnel committee before payment is made.

**5. INSURANCE.** The authorized employe or official using his private automobile in the conduct of city business shall have at least the minimum insurance coverage prescribed by state law and shall have declared the use of his automobile on city business to his insurance company to protect the city's interests. It shall be the responsibility of his department head to see that the employe is adequately covered by such insurance before he approves the use of a private vehicle on city business and reimbursement for such use.

**6. POSITIONS AUTHORIZED.** In the event that a position for which private automobile reimbursement is authorized is filled by an incumbent classified at a lower level, private automobile reimbursement is authorized under the same conditions that apply to the authorized positions.

**7. RATES.** Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, mileage incurred on official city business by an employee or official authorized to be reimbursed for use of his or her private automobile, excluding members of the common council who shall be reimbursed as provided for in sub. 8-a, shall be made once per month based on the internal revenue service standard mileage rate in effect for each mile driven on official city business.

**8. COMMON COUNCIL MEMBERS.** a. In order to provide transportation which is necessary and essential to the discharge of the official duties of the members of the common council, each member shall be entitled to a monthly payment. This payment shall not be made if during the month the member has not attended any of the scheduled meetings of the council, unless excused by the council president, and has not attended any of the scheduled meetings of the standing committees to which the member is appointed, unless excused by the committee chair.

b. The monthly rate shall be indexed annually on the basis of the private transportation component of the Consumer Price Index's U.S. City Average for Urban Wage Earners and Clerical Workers, published by the U.S. Bureau of Labor Statistics. The monthly transportation rate shall be increased or decreased (rounded to the nearest dollar) on the basis of the percentage change (calculated to the nearest 1/10th of 1%) in the annual average index numbers for the immediately preceding two calendar years.

**9. EXCEPTIONS.** Employes or officials who make occasional, nonroutine trips outside the city on official business, but who are not specifically authorized by title in the positions ordinance to be reimbursed for private automobile mileage incurred on city business shall be covered by the following provisions:

a. City officers are authorized and directed, upon presentations of properly certified statements to reimburse employes or officials for properly authorized travel at the rates specified in sub. 7 except that on trips of less than the minimum base mileage, payment per mile shall be made at the rate calculated by dividing the base amount by the minimum base mileage.

b. If one person is traveling by car, the reimbursement for mileage shall not exceed coach air fare for the same trip; or, if 2 or more persons travel together in one car, reimbursement shall be for actual miles traveled in accordance with the schedule in sub. 7 and shall be paid to only one person traveling in the car.

c. On trips over 500 miles to destination, if 2 or more persons travel together in one car, the person (or persons) not granted mileage reimbursement may be reimbursed for up to 2 additional days for hotel and miscellaneous expenses upon filing properly certified statements. This reimbursement shall not exceed coach air fare.

d. If the conveyance is by means other than private automobile, reimbursement shall be on the basis of actual transportation expenses incurred.

e. The private automobile of the employe or official shall be covered by insurance as required in sub. 5.

**350-185. Automobile Reimbursement; Withholding Taxes. 1. REPORTS REQUIRED.** Each city officer or employe, excluding members of the common council, who is furnished a city-owned vehicle to provide transportation which is necessary and essential to the discharge of his official duties or who is reimbursed for expenses incurred in the use of his private automobile on city business as provided in s. 350-183 shall report as directed by the city comptroller to the city comptroller the official business mileage and personal mileage driven in city-owned vehicles or his privately owned vehicle. The use of a city-owned vehicle from the home or place of residence to the place of work and from the place of work to the home or place of residence and all other mileage not within the usual, regular or customary duties of the official or employe affected shall be deemed personal mileage. In doubtful cases, the city comptroller shall determine the nature of the mileage reported.

**2. WITHHOLDING ON NONBUSINESS MILEAGE.** The city comptroller shall annually, or as often as is necessary or appropriate, compile such data and calculate such mileage at the authorized rate per mile and determine the fair market value for the personal use of city-owned vehicles in accordance with applicable law and as is approved by the internal revenue service of the United States. Upon completion of such calculation and compilation, the comptroller shall withhold from the employe's paycheck such amounts as is required to comply with the tax liability of the city in accordance with the requirements of applicable federal, state, and FICA law and he shall add the required amount to the individual's W-2 form as added compensation. This amount shall not be part of the city of Milwaukee salary ordinance and shall not be included in the base for pension, group life or other fringe benefits based on salary.

**350-187. Odometer Readings of City Automobiles. 1. CERTIFIED STATEMENT.** Whenever there is established in the city budget an appropriation to cover allowances for operation and maintenance of automobiles owned by city officials or employes and used on city business, before such allowance shall be paid, such official or employe shall prepare such certified statements as are required, and containing such information as shall be deemed necessary by the comptroller. Such certified statements shall be submitted to the head of the employing agency, who shall check the statement for accuracy, and shall certify to same by his signature and shall prepare a payment form as prescribed by the city comptroller, which, together with the certified statement as approved, shall be forwarded to the comptroller for payment. The comptroller shall refuse to allow any payment unless certified information as required has been submitted.

**2. REGULATIONS.** Such automobile allowances shall conform to the conditions of all common council resolutions or city ordinances describing conditions under which the allowance shall or shall not be paid. In no case shall miles driven between the official's or employe's home and the location considered to be the base of operations be included as miles driven on city business.

**350-188. Parking. 1. ASSISTANT CITY ATTORNEYS.** Assistant city attorneys shall receive parking paid for and secured by the city.

**2. POLICE ADMINISTRATION BUILDING EMPLOYEES.** Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, employees assigned to the police administration building shall be reimbursed for parking. The reimbursement shall not exceed \$125 per month, nor shall it exceed the actual monthly costs paid for by the employee. To be eligible for reimbursement, the employee shall submit all parking receipts to the police department administration. Receipts for parking paid by the month shall be submitted by the 15th of the current month. Receipts for parking paid by the day shall be submitted by the 5th of the following month.

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SUBCHAPTER 9  
GENERAL REGULATIONS

**350-201. Appointment and Duties of Employes.** All the officers and employes of the city of Milwaukee, unless now otherwise provided by law, the charter of the city of Milwaukee or by ordinances, or unless otherwise provided in these general ordinances, shall be appointed by the head or heads of the respective departments to which they belong and shall perform such duties outside of those prescribed by law and the ordinances of the city, as the rules of the department may provide and the head or heads thereof may direct.

**350-203. Diversity, Equal Employment Opportunity and Affirmative Action.**

1. **DECLARATION OF POLICY.** It is the policy of the city of Milwaukee to provide equal employment opportunities to all qualified persons without regard to their race, religion, color, age, disability, sex, national origin, sexual orientation, marital status, membership in the military reserves, creed, ancestry, arrest or conviction record, or use or nonuse of lawful products away from work. In adhering to this policy, the city complies with the Wisconsin Fair Employment Act, Title VII of the Civil Rights Act of 1964, as amended, the Americans with Disabilities Act of 1990, and other applicable statutes and regulations relating to equal employment opportunities. This policy represents the city's commitment to a nondiscriminatory work environment for all qualified applicants and employes. The city of Milwaukee is an employer which values the diversity of its employes.

2. **DEFINITIONS.** In this section:

a. "Affirmative action" means, in employment, the screening of position descriptions and selection criteria to ensure the use of appropriate, job-related requirements; comprehensive and inclusive advertising and recruiting efforts; special or targeted recruiting in addition to traditional methods; training plans and programs, including on-the-job training; and gender-neutral and culturally bias-free criteria to be used when making employment decisions relating to recruitment, hiring, performance evaluation, promotion, transfers, training opportunities, compensation and other terms and conditions of employment and termination.

b. "Diversity" means, in addition to differences based on ethnicity, gender, age, religion, disability, national origin and sexual orientation, an infinite range of individuals' unique characteristics and experiences, such as communication styles, career, work, life experience, educational backgrounds and other variables. Diversity focuses on tapping the talents of people of different backgrounds, experiences and perspectives as a means of improving the workplace environment and productivity. Diversity awareness works to create an environment that recognizes values and utilizes the unique skills and abilities of all employes. The goal of diversity awareness is to create an inclusive, respectful and equitable work environment.

c. "Equal employment opportunity" means the equal and fair treatment of all qualified applicants and employes with regard to city employment practices, including, but not limited to, recruitment, selection, hiring, training, promotion, compensation, benefits, transfers, discipline, terms and conditions of employment, and layoffs.

3. **OFFICE OF DIVERSITY AND OUTREACH.** There is established, under the direction of the employe relations director, an office of diversity and outreach for the purpose of promoting the importance, benefit and necessity of maintaining diversity within the city's workforce and ensuring compliance with applicable policies, ordinances, statutes, laws and executive orders. The office of diversity and outreach shall have other duties pertinent thereto, including but not limited to:

a. Reviewing and assisting the development of diversity, equal employment opportunity, affirmative action plans of the various city departments to ensure that each plan is consistent with the overall city plan.

b. Maintaining statistics, which include, but are not limited to, the proportion of underrepresented group members at all levels and job classifications in the city's workforce and the availability of qualified underrepresented group members in the labor force of the relevant labor areas. The statistics shall indicate how each group has been affected by new hires, training opportunities, promotions and discipline.

c. Counseling employes, managers and others about diversity, equal employment opportunity and affirmative action issues in the workplace.

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d. Facilitating diversity related training programs and workplace mediation.

e. Receiving and investigating complaints of discriminatory employment practices, workplace violence, or of harassment in the workplace from city employees. If an investigation discloses a violation has occurred, the diversity and outreach officer shall work with department heads and managers to implement corrective action and resolve the situation.

f. Receiving and investigating complaints filed with the city equal rights commission regarding any resident who believes that he or she has been discriminated against in employment or housing within the city.

g. Receiving and investigating complaints filed with the fire and police commission regarding any citizen who believes he or she has been treated by an employee of the fire or police department in a manner that violates fire and police commission or departmental rules.

h. Identifying and maintaining comprehensive and effective recruitment methods that promote a diverse workforce.

i. Monitoring results of police and firefighter training, with emphasis on female and minority recruits.

j. Participating in performance examinations, job fairs, and police aide and fire cadet recruitment activities at high schools and other locations.

k. Working through a comprehensive community relations effort and public information program to enhance the image of the fire and police service.

L. Reviewing all state of Wisconsin and federal laws, rules and regulations concerning equal employment opportunities to ensure compliance.

**4. DIVERSITY AND OUTREACH OFFICER.** The diversity and outreach officer shall, under the direction of the employee relations director, manage the day-to-day operations of the office of diversity and outreach; perform complaint intake functions; investigate complaints; serve as the city's Americans with Disabilities Act coordinator; ensure compliance with applicable ordinances, statutes, laws and executive orders; have responsibility and authority for the development and implementation of a comprehensive

diversity, equal employment opportunity and affirmative action plan for the city; and function as the liaison between the fire and police departments, the fire and police commission, the media and the community.

**5. DEPARTMENT DIVERSITY, EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION PLANS.** Each city department shall submit a diversity, equal employment opportunity and affirmative action plan every 2 years. The office of diversity and outreach shall provide guidelines and a time line for submitting the plans.

**6. CITYWIDE DIVERSITY, EQUAL EMPLOYMENT OPPORTUNITY AND AFFIRMATIVE ACTION PLAN.**

a. The department of employee relations shall incorporate the individual departmental plans into a citywide diversity, equal employment opportunity and affirmative action plan that shall be submitted to the city service commission. This plan shall be prepared every 2 years.

b. Upon approval by the city service commission, the plan shall be submitted to the mayor and common council. Upon adoption, the plan shall be distributed to all city department heads.

**7. IMPLEMENTATION.**

a. Recruitment. The department of employee relations shall practice comprehensive and inclusive advertising and recruiting efforts, which may include special recruiting targeting previously underrepresented groups, in addition to traditional recruiting methods.

b. Training. The department of employee relations shall develop training plans and programs, including on-the-job training, designed to develop the knowledge, skills and abilities essential for developing each employee's fullest potential. The department of employee relations shall develop and provide relevant training to increase employees' knowledge and awareness of laws and regulations, as well as the city's policies relating to diversity, equal employment opportunity and affirmative action and respecting diversity in the workplace.

c. Testing, Selection, Placement and Promotion. The department of employee relations shall review city testing, selection, placement and promotion policies to ensure that they comply with applicable laws and regulations relating to equal employment opportunities.

**8. ACCOUNTABILITY AND REPORTS.** The department of employe relations shall be responsible for the successful implementation and coordination of the citywide diversity, equal employment opportunity and affirmative action plan. In turn, each department head shall be accountable for the successful implementation of their departmental diversity, equal employment opportunity and affirmative action plan.

**350-204. Direct Deposit for Certain City Employees.** Each employee who is capable of maintaining a financial relationship with a banking institution shall participate in the direct deposit of city pay checks.

**350-205. Flexible Spending Account.**

**1. ESTABLISHED.** There is established a flexible spending account program for city employes. The plan shall enable employes to fund with pre-tax dollars employe and dependent costs associated with coverage under existing city health and dental programs, a health care flexible spending arrangement and a dependent care assistance flexible spending arrangement. The plan shall be an eligible plan under sec. 125 of the internal revenue code. The plan shall be by specific written master agreement and salary reduction agreements executed by eligible employes which shall provide for reduction of such amount of compensation from employes' wages as is authorized by employe and the city for expenditure in accordance with the plan.

**2. ELIGIBILITY.** City management and nonrepresented employes eligible for benefits shall be eligible for participation in the flexible spending account plan. Other employes shall be eligible in accordance with applicable collective bargaining agreements. In order to participate, employes must file a written election.

**3. ADMINISTRATION.** The plan shall be administered under the supervision of the department of employe relations. The master agreement governing the plan shall be approved by the common council. The treasurer shall be the custodian of funds held by the city under the plan. The city may contract with a third party administrator and any such agreement shall be subject to common council approval.

**350-206. Tuition Benefits; All Employees.** Unless stated otherwise in a certified collective bargaining agreement while it is in force and in effect, employees shall be eligible for tuition benefits relating to tuition and required textbooks. Tuition benefits shall be \$1,200 per calendar year. The following provisions apply:

**1.** Up to \$600 of tuition benefits per calendar year may be used for job or promotion-related certifications and license fees.

**2.** Up to \$1,200 in tuition benefits per calendar year may be used for job-related membership dues.

**3.** Police aides shall be eligible for a combined maximum of \$2,400 during the first 2 calendar years of employment.

**4.** The department of employe relations shall establish guidelines for the administration of tuition benefits.

**350-207. Bonds for Officers and Employees.**

**1. CITY TREASURER AND DEPUTY.** Before entering upon the duties of their respective offices, the city treasurer and the deputy city treasurer shall each be covered by corporate surety bonds in the amount of \$200,000 executed to the city of Milwaukee. The bonds shall be official bonds subject to ch. 19, Wis. Stats. The common council, by resolution, may require that the said officers be covered by new and additional bonds and may remove either or both of them from office for failing to be covered by proper bonds. The cost of the bonds shall be paid by the city.

**2. OTHER OFFICERS AND EMPLOYES.** Pursuant to s. 3-22 of the city charter, the common council, by resolution, may require that other officers and employes be covered by faithful performance or honesty type bonds, either in individual form or under a blanket bond, or both, and may remove any of them from office for failing to be covered by proper bonds. The cost of such bonds shall be paid by the city.

**3. APPROVAL.** All bonds shall be approved as to form and execution by the city attorney.

## **350-209 Employe Regulations And Benefits**

### **350-209. Hours of Labor of City Employes.**

1. **WORKDAY.** Department heads shall determine hours of work, but the basic workday of all employees of the city shall consist of 8 hours in a calendar day. As far as it is practicable this workday shall conform with the established hours of business. This conformity shall not interfere with the special time schedules governing departments operating more than 8 hours in each calendar day, nor shall this provision for an 8 hour day for city employes be construed as prohibiting the creation of part-time employment or the establishment of rotative, staggered or shortened work periods.

2. **WORK WEEK.** The service week of every employe or officer of the city shall be limited to 5 days' employment or duty per week, except in cases where such reduction would conflict with some legal requirement. This in no way prohibits a department head from establishing an alternative work schedule. So far as is practicable the days on which employes and officials shall not be required to work shall be Saturdays and Sundays in order to provide uniformity and an opportunity to take advantage of the economies of a complete shutdown of city activities. If the regular schedule of departmental operation requires work on these days, this work shall not be considered overtime work, and the employee shall be entitled to time-off during such periods as the department head may designate.

**350-211. Political Activity Prohibited. 1. BY DEPARTMENTS, BOARDS, ETC.** The heads of city departments, bureaus, boards and commissions or any member of their respective departments, bureaus, boards and commissions, in their official capacities, are prohibited from recommending any changes or amendments of the laws of the state of Wisconsin to the legislature of the state of Wisconsin, or to any committee of the legislature, or to any member of the state legislature of the state of Wisconsin, or from recommending to the Wisconsin department of industry, labor and human relations, or to any employe of Wisconsin department of industry, labor and human relations any changes in the Wisconsin state building code adopted by the department in discharge of its duties under ch. 101, Wis. Stats., without first submitting to the common council any changes or amendments of the laws of the state of Wisconsin or of the state building code, and obtaining the approval of and a directive from said common council.

2. **PENALTY.** Willful violation of this section by any officer or employe shall be considered a cause for discharge, suspension or demotion subject to the law and rules regulating such actions.

### **350-213. Defense of City Officials and Employes. 1. TO DEFEND CIVIL ACTIONS.**

The city attorney is authorized to defend civil actions brought against any officer or employe of the city, or of any board or commission thereof, growing out of any acts done in the course of his employment or out of any alleged breach of his duty as such officer or employe, excepting action brought to determine the right of such officer or employe to hold or retain his office or position, and excepting also actions brought by the city against any officer or employe thereof.

2. **CITY ATTORNEY LIABILITIES.** Nothing contained in this section, nor any action taken by the city attorney pursuant to the provisions hereof, shall be construed to impose any liability, either for costs, damages or otherwise, upon the city or the city attorney, nor to obligate the city or city attorney to pay any cost or expenses in conducting the defense of any such action, it being the intention merely to authorize the city to furnish legal services to its officers and employes in the case mentioned without incurring any other or further obligations.

**350-215. Photographs of Property.** Every officer or employe of the city who is about to cause to be taken any photograph of property in connection with any public work shall consult with the city attorney relative to those to be taken if it is apparent that the property or project may be involved in litigation.

**350-217. Refusal to Pay Judgment; Employe to be Discharged.** Every officer, clerk, assistant or employe of the city who shall refuse and neglect to pay and satisfy any final judgment rendered against him in a court of justice for any debt incurred or contracted by him for and during his appointment and employment as such officer, clerk, assistant or employe, shall be discharged from the service of the city. It shall be the duty of the chiefs of the several departments to discharge every officer, clerk, assistant or employe serving in their respective departments upon any information duly filed with them, verified by the affidavit of the person or persons making the same, setting forth

the facts, and that the said officer or employe made default in the payment of such judgment or judgments or any part thereof, as the case may be; provided, that no such officer, assistant, clerk or employe shall be compelled to pay in any one month on account of such judgment or judgments a larger sum than 1/3 of the amount of the monthly salary of compensation he receives from the city; and, provided further, that the provisions of this section shall not apply to any officer or employe of the city who shall pay or cause to be paid every month 1/3 of his monthly salary or compensation until such judgment or judgments shall be fully paid and satisfied.

**350-219. Participation in Governmental, Professional, Technical and Community Organizations.** 1. POLICY. City employes are encouraged to participate in governmental, professional, technical and community organizations for purposes of performing public service and to enhance their job performance and thereby improve the efficiency of city operations.

2. GOVERNMENTAL ACTIVITIES. City department, division and bureau heads shall grant time off with pay up to 32 hours per year to employes appointed or elected to city, county, state or federal boards, commissions or committees for official meetings and functions of such bodies during regularly scheduled working hours. Time off with pay shall be granted only if the employe gives 48 hours notice requesting time off for such activities. Employes may be permitted additional time off with pay beyond 32 hours per year for attendance at meetings for the purpose of carrying out the business of a board, commission or committee or for attending conferences necessary to the efficient discharge of the duties and responsibilities of a board, commission or committee if approved of by the finance and personnel committee upon receipt of a written request from a board, commission or committee requesting such additional time off with pay for an employe. Overtime pay as provided under this chapter shall be allowed if participation on the board, commission or committee is an extension of the employe's regular job.

3. NONGOVERNMENTAL ACTIVITIES. City department, division and bureau heads may grant up to 32 hours of time off with pay per year to employes to attend meetings of job-related governmental, professional, technical or community organizations. Permission shall be in writing and shall be granted only if the employe

gives 48 hours notice requesting time off for such activities. Employes may be permitted additional time off with or without pay under this section if approved by the finance and personnel committee upon the written request from the organization requesting the additional time off. No overtime pay shall be allowed for such activities.

**350-221. Identification Badges. 1. BADGES TO BE WORN.** a. By City Employes. All city employes other than members of the police force who enter residences or business places in the city for the purpose of performing inspections or other related services shall be required as a condition of obtaining access to such residence or business to wear an identification badge bearing the photograph, name and/or employe number and that such person be designated as an employe of the city. Such badge shall be worn on the front part of the employe's outer garment so that the same shall be easily visible at all times during the performance of such employe inspection or other related duties. This section shall not apply to inspectional personnel of the health department while in performance of job duties which require anonymity.

b. By Public Utility Employes. All employes of public utilities, as such term is defined in s. 196.01, Wis. Stats., who enter residences or business places in the city for the purpose of performing either inspectional service, or in the performance of any duty relating to the operation of such public utility or for the purpose of checking or installing any facility or appliance for which service is provided or is required to be provided by such public utility, shall be required as a condition of obtaining access to such residence or business to wear an identification badge which bears a photograph, name and/or employe number that such person be designated as an employe of a particular public utility. Such badge shall be worn on the front part of the employe's outer garment so that the same shall be easily visible at all times during the performance of the acts referred to in this section.

2. PENALTY. Any person found guilty of violating sub. 1 shall be punished by a fine of not less than \$25 nor more than \$50.

## **350-223 Employe Regulations And Benefits**

### **350-223. Civil Service in City Attorney's Office.**

**1. CIVIL SERVICE STATUS.** Pursuant to s. 63.29, Wis. Stats., all persons engaged full time in duties in the office of the city attorney, except only the city attorney, the deputy of the city attorney appointed pursuant to sub. 2, and the law clerk, shall have civil service status and tenure and shall be subject to all city civil service provisions. All attorneys presently engaged full time in duties in the office of the city attorney, except only the city attorney and law clerk, shall be given a civil service status and tenure without examination; provided that within 15 days after the effective date of this ordinance each such attorney respectively shall file an affidavit attesting to the fact that he is an attorney and is presently engaged full time in the duties in the office of the city attorney and shall also file in writing an acceptance of such civil service status and tenure with the city service commission, and provided further that the attorneys who have not completed 3 years of service in that office shall be subject to a 3-year probationary period computed by including all service from the date of their first appointment to any position in that office. The position of first assistant city attorney, the incumbent of which is covered by the city civil service provisions of this ordinance, is reclassified to Attorney V in the same pay range.

**2. DEPUTY CITY ATTORNEYS.** There are created 4 positions of deputy city attorney who shall be appointed by the city attorney and such positions shall not be under civil service, and the city attorney shall be responsible for all the acts of such deputy city attorneys. The deputy city attorneys may be selected from among the assistant city attorneys in the office of the city attorney, and, if so selected from among such group, while serving as deputy city attorneys, such assistants shall continue to retain their civil service status and tenure provided for in this section. The deputy city attorneys shall be required to take the oath of office as provided in the charter and may perform all duties and have all responsibilities which are imposed by law in the ordinances and charter ordinances of the city on the city attorney.

**3. NEW APPLICANTS.** All persons hereinafter appointed to positions in the office of the city attorney covered by the civil service provisions of this section shall be appointed under applicable provisions of the Milwaukee city civil service law and shall retain such status, provided that the attorneys shall have completed a 3-year probationary period of service in the city attorney's office computed by including all service from the date of their first appointment to any position in that office.

### **350-229. Rotative Employment System.**

**1. ESTABLISHED.** The city service commission is authorized and directed, subject to approval by the common council, to establish a system of rotative service, rotative lay-offs, staggered employment, furloughs without pay, shortened work days, and part time work for all positions in the classified service of all departments, bureaus, boards and commissions where there has been staff reduction due to budget reductions or operating economies and where there are several persons holding positions of the same title or positions in which the duties may be performed efficiently by persons having different titles in the judgment of the head of the department, bureau, board or commission, and of the city service commission.

**2. AUTHORITY.** The city service commission shall establish such systems upon the request of the common council, or upon the request of the head of the department, bureau, division, board or commission, and after a public hearing, notice of which shall be given to all employees who might be affected by the decision. A full statement of any action of the commission in exercising this authority, together with a list of the positions and employees affected, shall be included in its minutes. The commission is also authorized to revoke or modify its action in the same manner as it was originally exercised.

**3. SERVICE RATING, ETC.** Nothing in this section shall be construed to prevent the establishment of a system of service ratings, or to limit the right of discharge, suspension, discipline or appeal.

**4. COMPENSATION, ETC.** Incumbents of positions placed upon a rotative, part time, shortened work day or staggered schedule of work, the compensation of which is fixed by ordinance or resolution upon a daily, monthly or annual basis, shall be paid a proportionate share of such salary or wage.

### **350-231. Application of Specifications for Personnel Service.**

The specifications for personnel service shall apply to all authorized offices and employment in the departments, bureaus, institutions, boards and commissions of the city government under control of the common council, and shall supersede all grouping of employment inconsistent therewith and shall be applied subject to the conditions and regulations included in ss. 350-112, 350-114, 350-231 to 350-235, 350-241 and 250-243.

**350-233. Extent of Application for Specifications for Personnel Service.** The specifications for personnel service shall apply in their entirety to all offices and employments in the city service to be filled after this chapter takes effect and shall not affect present civil service employes except as herein provided. The specifications for personnel service shall not in themselves be construed to define, or prescribe the organization or procedure under which employes shall work, or to limit or restrict the responsible administrative officials in exercising supervision or assigning such other duties as may be necessary in case of emergency.

**350-235. Request for New Positions. 1. TO BE SENT TO CITY SERVICE.** All departmental requests for new positions or of proposed changes in the standard specifications affecting existing positions shall be sent by the department head to the city service commission before submission to the common council. In such requests the department head shall set forth clearly the duties, qualifications and other matters affecting the classification, title, grade and compensation and the necessity for the creation of the new position or of such changes affecting the existing position.

**2. TO BE INVESTIGATED.** Upon receipt of such statement the city service commission shall promptly investigate and determine whether the position is in fact new or whether the changes so far as they affect the classification, title, duties and qualifications and compensations of the existing position are in accordance with the standard specifications for personnel service and the civil service law, rules and regulations. No office or employment shall be considered new unless the duties thereof are found by the city service commission to be substantially different from those of every other existing position in the city service.

**3. COMMISSION TO SUBMIT REPORT.** The city service commission shall submit a report to the common council of its approval or disapproval and indicate the purposes of the changes as they affect the classification, title, duties and qualifications of the position, and so far as they affect changes in the civil service compensation grade, which has been established only as a guide for the new position or the existing position. When the commission shall find any office or employment to be in fact new or shall find the requested changes affecting any existing position to be in accordance with the standards in the specifications for personnel service and the civil service rules and regulations, the commission shall classify such position under the appropriate

service, grade and title provided in the specifications for personnel service. The standard titles shall be used to designate the position in all reports to and records of the city service commission and in all payrolls or accounts of salaries and wages submitted to the commission for check and certification as to legality of employment and to the city comptroller and treasurer for payment.

**350-237. Exclusion from Benefits.**

**1. DEFINITIONS.** In this section:

a. "Part-time employee" means an employee whose employment averages 20 hours per week or less.

b. "Provisional, emergency and temporary appointments" are as defined in the city civil service rules.

**2. BENEFITS EXCLUDED.**

a. A permanent employee who is eligible for benefits and receives a provisional, emergency or temporary appointment shall not lose rights to any employment benefits.

b. Except as specifically provided, any individual who is hired on a provisional, emergency or temporary appointment, student aide or volunteer auxiliary police officer shall not be eligible for the following employment benefits:

b-1. Vacation with pay.

b-2. Additional off-days with pay.

b-3. Sick leave with pay.

b-4. Funeral leave with pay.

b-5. Injury pay.

b-6. Holiday pay.

b-7. Holiday differential pay.

b-8. Shift differential pay.

b-9. Jury duty with pay.

b-10. Military training and civil disturbance leave of absence with pay.

b-11. Medical benefits.

b-12. Group life insurance.

b-13. All other benefits not specifically listed in this section.

c. Crossing guards shall not be eligible for any benefits.

**3. BENEFITS PROVIDED.**

a. Those employees listed under sub. 2-b shall be eligible for certain employment benefits as provided for in other code provisions or state statutes.

b. City laborers (seasonal) shall be eligible for the following employee benefits upon appointment:

b-1. Salary Increments.

b-2. Overtime in cash or compensatory time-off.

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- b-3. Workers' compensation.
- b-4. Pay during time-off for military induction examinations.
- b-5. Call-in pay.
- b-6. Medical benefits.
- b-7. Vacation pay. Employees may take vacation time earned after working 2,080 hours.
- c. City laborers (seasonal) shall become city laborers (regular) after completing 2,080 hours of work and shall become eligible for the following additional employment benefits:
  - c-1. Sick leave with pay. The 6-month waiting period shall be waived.
  - c-2. Injury pay.
  - c-3. Holiday pay.
  - c-4. Shift differential pay.
  - c-5. Weekend differential pay.
  - c-6. Jury duty with pay.
  - c-7. Military training leave of absence with pay.
  - c-8. Dental insurance.
  - c-9. Group life insurance.
  - c-10. Retirement benefits.
  - c-11. Sick leave incentive program.
- d. Part-time employees shall be eligible for the following employment benefits on a pro rata basis and only during the period of actual employment:
  - d-1. Vacation with pay.
  - d-2. Holiday pay.
  - d-3. Sick leave with pay.
  - d-4. Funeral leave.
  - d-5. Sick leave incentive program.
  - d-6. Jury duty with pay.
  - d-7. Tuition and textbook reimbursement.
  - d-8. Group life insurance.

### 4. APPLICATION AND ADMINISTRATION.

- a. An employee on the payroll prior to January, 1966, shall not lose any of the benefits provided to that employee, except that an employee, regardless of his or her date of placement on the city's payroll, who attained status in the city's central clerical pool on or after December 30, 1973, shall not be entitled to any of the employment benefits listed in sub. 2, as long as he or she retained status in the clerical pool. In addition, if any employee with status conferred via the clerical pool receiving the benefits specified in sub. 2 because he or she meets the criteria set forth in sub. 2 ceases to qualify for benefits according to sub. 3, that employee shall under no condition be eligible to receive benefits.
- b. The department of employee relations shall administer the provisions of this section.

c. No provision of this section shall be construed to prevent elected and appointed city officers from accruing all benefits, including sick leave, but excluding salary increments, listed in subs. 1 and 2 from which they are not otherwise excluded by state statute, and these officials shall accrue benefits in a like manner as all other city employees who are eligible for those benefits, and the terms of office of these officials shall be deemed as periods of employment with the city for accrual of benefits.

d. The director of employee relations is authorized to accept a statement from elected or appointed city officers concerning sick leave usage and balance as needed to determine sick leave accruals.

e. Elected and appointed city officers, and former elected and appointed city officers who are employees of the city, are covered by this section.

f. Employees hired on or after July 1, 1982, to fill the positions of temporary customer service representative and accounting aide in the office of the city treasurer, shall not receive any employment benefits listed in sub. 3 regardless of their previous employment status in the city service. Employees in the city treasurer's office who had previously worked in these positions prior to July 1, 1982, shall retain their benefits status.

**350-239. Promotion from Grade to Grade.** Promotion from one grade to the next higher grade of positions in the classified civil service shall involve a change of duties and shall be made only when a vacancy has been created by resignation, transfer, death or dismissal, or when a new position shall have been created.

### **350-241. Disciplinary Grievance Procedure.**

**1. DEPARTMENT OF EMPLOYEE RELATIONS.** The department of employee relations shall be the official agency for the settlement of grievances stemming from unpaid disciplinary suspensions that are not appealable to the board of city service commissioners. The department of employee relations shall establish and administer a procedure to resolve grievances.

**2. ELIGIBILITY.** An employee who is not subject to the rules of the city service commission under s. 63.27, Wis. Stats., shall not be covered by this section. A regularly-appointed employee, having passed probation, may use the grievance

procedure established by the department of employee relations when he or she receives an unpaid suspension of one to 15 days. An eligible employee who receives a second suspension within 6 months of a former one, independent of the length of the second suspension, may file an appeal with the city service commission in accordance with rule XIII, section 2, of the civil service rules if he or she chooses to contest the discipline.

**3. PROCEDURE.** Employees and supervisors shall make every reasonable effort to resolve any concerns, questions, or misunderstandings that have arisen from the imposition of discipline before filing grievances. The department of employee relations shall develop and administer a grievance procedure that includes a final independent review of the circumstances of the grievance and determine whether the disciplinary action was reasonable under the circumstances. An independent reviewer shall make these determinations and shall have the authority to either affirm, reduce or set aside associated disciplinary actions.

**4. REPORTS.** The city service commission shall receive an annual report of the grievances filed and resolved under this section..

**350-242. Nature of Employee Regulations and Benefits.** Except to the extent that the city provides otherwise in a collective bargaining agreement lawfully entered into pursuant to the Wisconsin municipal employment relations act, none of the provisions in ch. 350 of the code are intended to give rise to or create, and none of the provisions in ch. 350 should be construed by any individual employee or any group of employees as giving rise to or creating, any contractual rights or any vested rights or interests of any kind whatsoever, and all such provisions are subject to modification or revocation by the common council at any time.

**350-243. Relocation Expense Reimbursement.** City departments may pay relocation expenses on a reimbursement basis from their budgets for non-local candidates selected for department head, deputy department head or other city positions for which recruitment outside the local area is required in order to attract a representative pool of well-qualified candidates provided:

**1.** This decision is based on the quality of that candidate versus the local candidates being considered and whether the individual's acceptance of the position is contingent upon payment of relocation expenses.

**2.** Such expenses are a cost of filling a position vacancy and may be financed from vacancy savings or other savings in departmental budgets.

**3.** The allowable reimbursement for relocation expenses shall not exceed 10% of the midpoint of the salary range of the person being hired.

**4.** The payment is appropriate and necessary and made in accordance with appropriate procedural guidelines developed by the department of employee relations and approved by common council resolution.

**5.** The department of employee relations, with the concurrence of the chair or vice chair of the finance and personnel committee, authorizes payment of relocation expenses.

**6.** That requests for payment of relocation expenses are made no later than 90 days after the actual move of the person being hired.

**7.** That requests for payment of relocation expenses are sent to the director of employee relations who shall forward them to the chair or vice-chair of the finance and personnel committee.

**350-245. Domestic Partnership Registration.**

**1. REGISTRATION AUTHORIZED.** Any 2 individuals, one or each of whom is a city employe, who meet the requirements of this section may register as a domestic partnership as provided in this section.

**2. APPLICATION.** Individuals who seek to register as a domestic partnership shall appear in person in the department of employee relations and complete and sign an application form provided by the department, which shall include a declaration of domestic partnership, additional agreements, a declaration of a condition of domestic partnership and an affirmation, as provided in subs. 3 to 6.

**3. DECLARATION OF DOMESTIC PARTNERSHIP.** Applicants for registration shall sign a declaration of domestic partnership stating that they:

a. Are in a domestic relationship of mutual support, caring and commitment, and intend to remain in that relationship.

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b. Are 18 years of age or older and competent to enter into a contract.

c. Are not married.

d. Are not related by kinship to a degree that would bar marriage in this state.

e. Reside together in the city.

f. Have not been in a registered domestic partnership with another individual during the 12 months immediately prior to the application date unless that domestic partnership was terminated by death or marriage.

**4. ADDITIONAL AGREEMENTS.** In addition, applicants shall agree that they:

a. Understand that their registration as domestic partners is a matter of public record.

b. Agree to notify the department of any change in the status of the domestic partnership and to file a termination notice when appropriate.

**5. CONDITIONS OF DOMESTIC PARTNERSHIP.** The applicants shall declare that they possess at least 3 of the following conditions of domestic partnership:

a. They have common or joint ownership of a residence.

b. They have a current lease for a residence identifying both applicants as tenants.

c. They jointly own a motor vehicle.

d. They have a joint bank or credit union account.

e. They have a joint credit account.

f. They have identified each other as primary beneficiaries in their wills.

**6. AFFIRMATION.** Each applicant shall swear or affirm, subject to the penalties for false statements of s. 946.32, Wis. Stats., that the information declared and stated in the application for domestic partnership is true and correct to the best of his or her knowledge.

**7. VERIFICATION.** The department shall verify the age, identity and city residence of applicants for domestic partnership. The department may require such reasonable documentation as may be necessary to verify the claims made by those seeking to register a domestic partnership. If a previous domestic partnership was terminated by death or marriage, an applicant may be required to submit proof satisfactory to the department of the death or marriage.

**8. TERMINATION.** A domestic partnership is terminated by any of the following:

a. The death of one of the partners.

b. The marriage of one of the partners.

c. The filing of a termination statement.

Either domestic partner may terminate a domestic partnership by submitting to the department a termination statement on a form provided by the department. The termination form shall either be signed by both domestic partners or shall include a statement by the terminating domestic partner that he or she has mailed or personally delivered a copy of the termination statement to the other domestic partner, or that he or she does not know the location of the other domestic partner.

**9. RE-REGISTRATION.** An individual whose domestic partnership has been terminated under sub. 8 may not file another declaration of domestic partnership under this section until at least 12 months after the date on which the department received the termination statement.

**10. PRIOR REGISTRATIONS.** Any individuals registered under s. 111-3-10, in effect prior to October 30, 2009, shall be considered registered under this section and subject to its requirements.

**11. INTENT.** This section is not intended to make any provisions of state law which relate to partnerships, particularly the uniform partnership act and the uniform limited partnership act, chs. 178 and 179, Wis. Stats., or ch. 770, Wis. Stats., relating to domestic partnership, apply to domestic partnerships registered under this section.

"For legislative history of chapter 350, contact the Legislative Reference Bureau."

Local 61 Employee's receiving 1 week of Vacation in  
Transitional Vacation Account

**NAME**

Adams, John  
Albright, Jannie  
Ames, Patrick  
Bagha, Hamid  
Balderas, Juan  
Baldwin, Richard  
Banks, Curtis  
Banks, Napoleon  
Bartoshevich, Paul  
Bartoshevich, Scott  
Beckom, Michael  
Benford, Phillip  
Birdsall, William  
Blue, Eric  
Boggans, Anthony  
Bolze, Randall  
Bolze, Ryan  
Bowlin, Jeffrey  
Bradford, Sheldon  
Bragg, Oliver  
Brian Hinkle  
Brooks, Lenaton  
Brooks, Ricky  
Brown, Dwayne  
Brown, Eric  
Brown, Markina  
Brown, Roy  
Brown, Titus  
Bruno, Lawrence  
Buchanan, Lester  
Budynek, Joy  
Buechner, Steven  
Burlock, Allen  
Carr, Tronnie  
Carter, Eddie  
Cataldo, Carlo  
Cheeks, Kourtnei  
Chingway, John  
Cintron, Mike  
Cole, Darryl  
Cooper, Steven  
Cornelius, James  
Cortez, Reynaldo

Local 61 Employee's receiving 1 week of Vacation in  
Transitional Vacation Account

Crawl, Andrew  
Cross, Harold  
Curd, Jeannette  
Daniels, Willie  
Danowski, Bryan  
Davila, David  
Davis Jr, Roosevelt  
Davis, Michael  
De Berry, John  
Decker, Douglas  
Dills, Gentle  
Dirden, Jerald  
Dixon, Martin  
Donald, Marlon  
Dooley, Ted  
Drane, Arkillius  
Drellos, Derek  
Dudley, Kevin  
Dunlap, Scott  
Dupree, Billy  
Ellis, Markelle  
Engaas, Darren  
Enriquez, Enrique  
Erby, Donnell  
Eschendal, Leroy Jr.  
Evans, Reginald  
Fausel, Edward  
Fischer, Bob Jr.  
Flowers, Johnny  
Fluker, Gerald  
Fox, Rickey  
Frahm, Lee  
Garrett, Kenneth  
Geiger, Scott  
Granberry, Jeff  
Green, James  
Green, Samantha  
Grimes, Sahagian  
Gulland, Timothy  
Haggerty, Tod  
Hall, Ernest  
Hamburg, Zachariah  
Hanneman, Mark  
Hartung, Eric

Local 61 Employee's receiving 1 week of Vacation in  
Transitional Vacation Account

Hassel, Peter  
Hendriks, Ryan  
Henry, John  
Henry, Luther  
Hernandez, Jesus  
Herrera, Ryan  
Herring, Tony  
Hmielewski, Steven  
HODGES, TARANCE  
Holifield, Alfred  
Holman, Judith  
Hughlett, James  
Hunter, James  
Ihrcke, David  
Ilic, Michael  
Jackson, Kenny  
Jacobs, Tracy  
Jelinek, Donald  
Jennings, Johnny  
Jensen, Donald  
Jiles, Audrey  
Johnson, Robert  
Joiner, Donnie  
Jon Paul Colorez  
Jones, Bartholomew  
Jones, James H  
Jones, Louis  
Jones, Terrell  
Jurkiewicz, Derick  
Kaczecka, Andrew  
Kasulke, Steven  
Kendzierski, James  
Kennedy, Kevin  
King, Esmond  
King, Martin  
Koerner, Brian  
Kojis, Joe  
Kruszka, Thomas Jr.  
Lampkin, Jeremy  
Lee III, Bennie  
Lee, Larry  
Leonard, Antwon  
Link, James  
Lisiecki, David

Local 61 Employee's receiving 1 week of Vacation in  
Transitional Vacation Account

Lloyd, Michael  
Lombardo, Vito  
Lopez, Trinidad  
Lopez, Vincent Jr  
Mack, Michael  
Madlock, Johnnie  
Mark Demski  
Marsh Jr, Albert  
Martin, Dominic  
Martinez, Mike  
Mcclain, Ricardo  
MCCLENDON, PHILLIP  
McDaniel, Lorenzo  
McKnight, Darwin  
McRae, Donald  
Merced, Julian Jr  
Merritt, Ricky  
Michael, Donald Sr  
Morales, James  
Morris, Gary  
Moten, Lindsey  
Moton, Vincent  
Mrowinski, Matthew  
Murawski, Dennis  
Murray, William  
Nardelli, Gregory  
Neal, Thomas  
Nemitz, Greg  
Olinger, Eric  
Owens, Teresa  
Paez, Roland  
Pahlisch, Gordon  
Parker, Tarmica  
Perry, Morris  
Perteet, Greg  
Pfeiffer, Richard  
Phinisee, Christopher  
Pluta, Joan  
Powell, Greg  
Radford, Curtis  
Radtke, Gary  
Rauter, Nicholas  
Reed, Glynis  
Refeld, Absalom III

Local 61 Employee's receiving 1 week of Vacation in  
Transitional Vacation Account

Reid, Darryn  
Reyes, Jimmy  
Richards, Julius  
Richardson, Kevin  
Richmond, Kenny  
Rick, David  
Rivera, Juan  
Rodgers, Darron  
Rodgers, Kevin  
Rodriquez, Jose  
Rojas, Carlos  
Rux, Thomas  
Santiago, Adrian  
Schlax, James  
Schmidt, Ken  
Sciano, Thomas  
Scott, Jerry  
Seefeldt, Todd  
Sherifi, (Kurt) Iqmet  
Sherwin, Kurt  
Sills, Eddie  
Simmons, Ronnie  
Simpson, Calvin  
Skarr, Dennis  
Slang, Dennis  
Slang, Wayne  
Sloan, Wendell  
Smith, Dwayne  
Smith, Keith  
Smith, Torin  
Smith, Willie  
Solomko, John  
Spears, Earl  
Spicer, Larry  
Springfield, Jewel  
Stanton, Eric  
Staples, Chauncey  
Starks, Andre  
Struck, Timothy  
Sullivan, William  
Summers, Curtis  
Sykes-Truvillion, Jacqueline  
Tate, Stander  
Taylor, Laguane

Local 61 Employee's receiving 1 week of Vacation in  
Transitional Vacation Account

Theunis, Cheryl  
Thomas sr, Dennis  
Thompson, Kelvin  
Torres, Miguel  
Treviso, Emanuele  
Trujillo, Nabor  
Tucker, Bryan  
Turner, Keith  
Vander Heyden, Guy  
Veit, Joseph  
Verzal, Thomas  
Walker, Namon  
Ward, Bill  
Watson, Alexander  
Watts, DeAngelo  
Whitten, Jesaiah  
Wilder, James  
Williams, Robert  
Williamson, Gary  
Wolski, David  
Wright James  
Young, Angelina  
Zirbel, Christopher



Department of Employee Relations

**Tom Barrett**  
Mayor

**Maria Monteagudo**  
Director

**Michael Brady**  
Employee Benefits Director

**Troy M. Hamblin**  
Labor Negotiator

## MEMORANDUM

TO: Department Heads and Personnel Officers

FROM: Maria Monteagudo, Director *MM*  
Department of Employee Relations

DATE: November 18, 2011

RE: Draft Listing of City Positions with Exempt/Nonexempt Status under the Fair Labor Standards Act (FLSA)

As part of Council File #110744 we are submitting a draft list of city positions indicating which are nonexempt or exempt under the Fair Labor Standards Act. The "FLSA Exemption" column on the attached chart indicates whether the position is nonexempt, not covered by the Act, or if exempt, the specific exemption. The different exemptions are Administrative, Computer, Executive, or Professional.

This is a draft list and is subject to revision as we further study the positions. For example, some of the positions listed as nonexempt may in fact, upon further analysis, be found to be exempt. We appreciate the feedback we received from departments as we have compiled this listing.

In determining the exempt/nonexempt status of positions, we are proceeding cautiously in order to ensure that all positions are properly classified under the FLSA. With a few exceptions we have designated positions that have received overtime in the past as nonexempt. It is our intention to review these positions more closely during 2012 through questionnaires and interviews. If you have any questions please call Andrea Knickerbocker at 286-3387.

Job Code	Description	SG/ PR	Min	Max	FLSA Exemption	EEO-4 Cat	Job Group
0304	ACCOUNT CLERK II	445	36,902.06	40,836.38	Nonexempt	Admin Supp	63
0306	ACCOUNTANT I	545	45,210.36	51,823.72	Nonexempt	Professnls	22
0307	ACCOUNTANT II	594	45,939.66	55,741.92	Nonexempt	Professnls	22
4578	ACCOUNTANT III	6	50,206.00	70,295.16	Professnl	Professnls	22
4578	ACCOUNTANT III (Police)	6	50,206.00	70,295.16	Executive	Officl/Adm	12
0318	ACCOUNTING ASSISTANT I (ALEASP)	435	33,325.50	36,717.72	Nonexempt	Admin Supp	64
0318	ACCOUNTING ASSISTANT I (DC 48)	435	35,362.60	38,962.56	Nonexempt	Admin Supp	63
0318	ACCOUNTING ASSISTANT I (LOCAL 61)	435	35,097.66	38,519.00	Nonexempt	Admin Supp	63
0319	ACCOUNTING ASSISTANT II (ALEASP)	445	34,776.30	38,483.64	Nonexempt	Admin Supp	63
0319	ACCOUNTING ASSISTANT II (DC 48)	445	36,902.06	40,836.38	Nonexempt	Admin Supp	63
0319	ACCOUNTING ASSISTANT II (LOCAL 61)	445	36,798.32	40,579.76	Nonexempt	Admin Supp	63
0320	ACCOUNTING ASSISTANT III	460	39,507.26	44,276.96	Nonexempt	Para-Prof	51
0302	ACCOUNTING INTERN	930	13.93	17.52	Nonexempt	Admin Supp	65
4982	ACCOUNTING MANAGER	10	64,804.74	90,728.04	Executive	Officl/Adm	11
4875	ACCOUNTING MANAGER-CITY DEV	8	57,028.14	79,836.38	Executive	Officl/Adm	12
0330	ACCOUNTING PROGRAM ASST I	440	36,169.90	39,874.90	Nonexempt	Admin Supp	63
0331	ACCOUNTING PROGRAM ASST II	460	39,507.26	44,276.96	Nonexempt	Admin Supp	63
0332	ACCOUNTING PROGRAM ASST III	475	40,589.12	48,720.62	Nonexempt	Para-Prof	51
0333	ACCOUNTING SPECIALIST	577	50,834.94	71,175.78	Professnl	Professnls	22
4730	ACCOUNTING SUPERVISOR	7	53,518.66	74,921.86	Professnl	Professnls	22
5385	ACCOUNTS DIRECTOR	14	83,653.18	117,118.30	Executive	Officl/Adm	11
5677	ADMIN & TRANSPORTATION DSGN MGR	16	95,030.26	133,049.02	Executive	Officl/Adm	11
2423	ADMIN FIRE CAPTAIN	857	67,839.20	82,289.22	Executive	Officl/Adm	14
2420	ADMIN FIRE LIEUTENANT	856	60,434.40	70,508.88	Executive	Officl/Adm	14
2907	ADMIN OFFICER, BOZA	47	51,646.14	51,646.14	NOT COV	No EEO-4	0

4274	ADMIN SPECIALIST SR (Library & DPW - Infra)	4	44,194.28	61,870.64	Executive	Officl/Adm	12
4274	ADMIN SPECIALIST SR (Other Depts)	4	44,194.28	61,870.64	Administr	Professnls	24
5445	ADMINISTRATION & PROJ MGR	14	83,653.18	117,118.30	Executive	Officl/Adm	11
0413	ADMINISTRATIVE ASSISTANT I (ALEASP)	435	33,325.50	36,717.72	Nonexempt	Admin Supp	63
0413	ADMINISTRATIVE ASSISTANT I (DC 48)	435	35,362.60	38,962.56	Nonexempt	Admin Supp	63
0414	ADMINISTRATIVE ASSISTANT II (ALEASP)	445	34,776.30	38,483.64	Nonexempt	Admin Supp	64
0414	ADMINISTRATIVE ASSISTANT II (DC 48)	445	36,902.06	40,836.38	Nonexempt	Admin Supp	63
0415	ADMINISTRATIVE ASSISTANT III	530	41,495.22	46,974.98	Nonexempt	Para-Prof	51
0416	ADMINISTRATIVE ASSISTANT IV	550	46,607.34	53,328.08	Nonexempt	Para-Prof	51
2422	ADMINISTRATIVE CAPTAIN-EMS	857	67,839.20	82,289.22	Executive	Officl/Adm	14
0406	ADMINISTRATIVE SERV ASST	460	39,507.26	44,276.96	Nonexempt	Admin Supp	63
4000	ADMINISTRATIVE SERV SPEC	1	36,504.78	51,105.86	Nonexempt	Professnls	24
5630	ADMINISTRATIVE SERVICES DIR	16	95,030.26	133,049.02	Executive	Officl/Adm	10
5189	ADMINISTRATIVE SERVICES MGR	11	69,089.54	96,721.82	Executive	Officl/Adm	12
4416	ADMINISTRATIVE SERVICES SUPVR	5	47,109.40	65,956.80	Executive	Officl/Adm	12
0409	ADMINISTRATIVE SERVS COORDNTR	555	48,133.02	54,958.28	Nonexempt	Para-Prof	51
4058	ADMINISTRATIVE SPECIALIST	2	38,902.24	54,455.18	Nonexempt	Professnls	28
5110	ALDERMAN	10			NOT COV	No EEO-4	0
5268	APPLICATIONS DEVELOPMENT MGR	12	73,626.54	103,076.74	Executive	Officl/Adm	12
4580	APPLICATIONS PROGRAMMER	6	50,206.00	70,295.16	Computer	Professnls	23
1806	ARCHITECT DESIGNER I	624	50,097.84	59,792.20	Nonexempt	Professnls	21
1807	ARCHITECT DESIGNER II	626	56,940.52	67,909.92	Nonexempt	Professnls	21
1803	ARCHITECT III	628	64,697.10	77,133.68	Nonexempt	Professnls	21
1804	ARCHITECT IV	630	73,557.90	87,621.56	Professnl	Professnls	21
5270	ARCHITECTURAL PROJECT MGR	12	73,626.54	103,076.74	Executive	Officl/Adm	14
0099	ARCHIVES TECHNICIAN	445	36,902.06	40,836.38	Nonexempt	Admin Supp	63
1536	ASPHALT PLANT OP ENGR	960	57,324.80	57,324.80	Nonexempt	Skill Crft	74
5113	ASSESSMENT DIVISION MANAGER	9	60,809.06	85,129.46	Executive	Officl/Adm	14
1874	ASSESSMENT TECHNICIAN I	619	42,235.44	50,464.96	Nonexempt	Technicns	33

1875	ASSESSMENT TECHNICIAN II	622	52,282.62	67,909.92	Nonexempt	Technicns	33
4876	ASSISTANT ACCOUNTING MANAGER	8	57,028.14	79,836.38	Professnl	Professnls	22
4879	ASSISTANT CITY PAYROLL MANAGER	8	57,028.14	79,836.38	Administr	Professnls	22
5633	ASSISTANT FIRE CHIEF	16	95,030.26	133,049.02	Executive	Officl/Adm	11
4880	ASSISTANT GRANT FISCAL MANAGER	8	57,028.14	79,836.38	Professnl	Professnls	22
3159	ASSISTANT PLANNER	530	41,495.22	46,974.98	Nonexempt	Professnls	21
5190	ASSOCIATE DIRECTOR	11	69,089.54	96,721.82	Executive	Officl/Adm	12
3161	ASSOCIATE PLANNER	558	46,607.34	57,253.82	Nonexempt	Professnls	21
5632	ASST CHIEF OF POLICE	16	95,030.26	133,049.02	Executive	Officl/Adm	11
0417	ASST CITY ATTORNEY	148	53,996.02	127,809.76	Professnl	Professnls	25
5112	ASST COURT ADMIN	10	64,804.74	90,728.04	Executive	Officl/Adm	11
0226	ASST STORES SPVR	350	38,595.18	43,028.18	Nonexempt	Admin Supp	64
2613	AUDIO MACHINE TECHNICIAN	425	33,865.00	37,463.92	Nonexempt	Admin Supp	62
2830	AUDIOVISUAL SPECIALIST I (ALEASP)	500	33,325.50	36,717.72	Nonexempt	Technicns	34
2830	AUDIOVISUAL SPECIALIST I (DC 48)	500	35,362.60	38,962.56	Nonexempt	Technicns	34
2831	AUDIOVISUAL SPECIALIST II (ALEASP)	505	34,776.30	38,483.64	Nonexempt	Technicns	34
2831	AUDIOVISUAL SPECIALIST II (DC 48)	505	36,902.06	40,836.38	Nonexempt	Technicns	34
5105	AUDITING MANAGER	10	64,804.74	90,728.04	Executive	Officl/Adm	11
0335	AUDITOR	577	50,834.94	71,175.78	Professnl	Professnls	22
0336	AUDITOR LEAD	578	54,188.94	75,860.46	Professnl	Professnls	22
4280	AUDITOR-SENIOR	4	44,194.28	61,870.64	Professnl	Professnls	22
0818	AUTO MACHINIST	285	47,426.08	54,481.70	Nonexempt	Skill Crft	72
0802	AUTO MAINTENANCE MECHANIC	260	41,828.02	47,058.96	Nonexempt	Skill Crft	72
1108	AUTO MECHANIC, LEAD WKR	265	43,104.62	48,588.54	Nonexempt	Skill Crft	71
0183	AUTOMATED SYSTEMS SPECIALIST	598	55,374.02	67,257.84	Nonexempt	Professnls	23
0807	AUTOMOTIVE ELECTRICIAN	260	41,828.02	47,058.96	Nonexempt	Skill Crft	72
0809	AUTOMTIVE BODY REP/PAINTING TECH	268	43,368.00	49,406.24	Nonexempt	Skill Crft	72
2425	BATTALION CHIEF, FIRE	863	73,591.96	89,370.32	Executive	Officl/Adm	12
2426	BATTLN CHIEF ASST EMS COORD	863	73,591.96	89,370.32	Executive	Officl/Adm	12

0620	BENEFITS SERVICES SPEC I	532	39,521.82	47,064.68	Nonexempt	Para-Prof	51
0621	BENEFITS SERVICES SPEC II	540	43,908.54	50,146.72	Nonexempt	Para-Prof	51
0622	BENEFITS SERVICES SPEC III	546	45,210.36	55,272.88	Nonexempt	Professnls	28
1816	BICYCLE AND PEDESTRIAN COORD	604	43,845.62	58,710.60	Nonexempt	Technicns	33
4887	BLDG CONSTR INSP-SUPRV	9	60,809.06	85,129.46	Executive	Officl/Adm	14
4598	BLDG MAINT ASST MANAGER	6	50,206.00	70,295.16	Executive	Officl/Adm	13
5537	BLOCK GRANT DIRECTOR	15	89,161.28	124,822.62	Executive	Officl/Adm	10
2533	BOILER INSPECTOR I	549	51,455.30	60,431.80	Nonexempt	Technicns	31
2534	BOILER INSPECTOR II	589	58,671.08	66,034.80	Nonexempt	Technicns	31
0912	BOOKBINDER	355	39,507.26	44,276.96	Nonexempt	Skill Crft	74
1512	BRICKLAYER, BUILDINGS	989	68,328.00	68,328.00	Nonexempt	Skill Crft	73
5200	BRIDGE MAINTENANCE MGR	11	69,089.54	96,721.82	Executive	Officl/Adm	13
4289	BRIDGE OPERATOR SUPVR	5	47,109.40	65,956.80	Executive	Officl/Adm	13
2575	BRIDGES & PUB BLDGS INSP	545	45,210.36	55,219.06	Nonexempt	Technicns	31
4172	BUDGET & MGMT ANALYST	3	41,457.52	58,036.94	Nonexempt	Professnls	22
4596	BUDGET & MGMT ANALYST-LD	6	50,206.00	70,295.16	Administr	Professnls	22
4423	BUDGET & MGMT ANALYST-SR	5	47,109.40	65,956.80	Administr	Professnls	22
5722	BUDGET & MGMT DIRECTOR	17	101,293.66	141,814.92	Executive	Officl/Adm	10
5202	BUDGET & MGMT REPORT MGR	11	69,089.54	96,721.82	Executive	Officl/Adm	12
4882	BUDGET & MGMT SPEC ASST	8	57,028.14	79,836.38	Administr	Professnls	22
5280	BUDGET & POLICY MANAGER-SENIOR	12	73,626.54	103,076.74	Executive	Officl/Adm	12
5199	BUDGET AND POLICY MANAGER	11	69,089.54	96,721.82	Administr	Professnls	22
4741	BUDGET AND POLICY SPEC	7	53,518.66	74,921.86	Administr	Professnls	22
4884	BUILDING CODES COURT ADMINISTR	10	64,804.74	90,728.04	Executive	Officl/Adm	11
5114	BUILDING CODES ENFORCEMENT MGR	10	64,804.74	90,728.04	Executive	Officl/Adm	11
5195	BUILDING CODES ENFRC MGR-COMM	11	69,089.54	96,721.82	Executive	Officl/Adm	11
4732	BUILDING CODES ENFRCMNT SUPVR	7	53,518.66	74,921.86	Executive	Officl/Adm	14
2536	BUILDING CONST INSP I	549	51,455.30	60,431.80	Nonexempt	Technicns	31
2537	BUILDING CONSTR INSPECTOR II	589	58,671.08	66,034.80	Nonexempt	Technicns	31

5283	BUILDING CONSTRUCTION INSP DIV MGR	12	73,626.54	103,076.74	Executive	Officl/Adm	11
0887	BUILDING MAINT MECH I	235	37,409.32	41,311.14	Nonexempt	Skill Crft	72
0888	BUILDING MAINT MECHANIC II	248	39,641.94	44,094.70	Nonexempt	Skill Crft	72
4426	BUILDING MAINT-SUPV II	5	47,109.40	65,956.80	Executive	Officl/Adm	13
4599	BUILDING SERVICES MANAGER	6	50,206.00	70,295.16	Executive	Officl/Adm	13
4291	BUILDING SERVICES SUPVR II	4	44,194.28	61,870.64	Executive	Officl/Adm	13
4990	BUSINESS FINANCE MGR	9	60,809.06	85,129.46	Executive	Officl/Adm	12
4991	BUSINESS OP MGR-HEALTH	9	60,809.06	85,129.46	Executive	Officl/Adm	12
4983	BUSINESS OPERATIONS MANAGER-NS	9	60,809.06	85,129.46	Executive	Officl/Adm	12
4886	BUSINESS OPERATIONS MGR (DER)	8	57,028.14	79,836.38	Administr	Professnls	22
4886	BUSINESS OPERATIONS MGR (Other Depts)	8	57,028.14	79,836.38	Executive	Officl/Adm	12
0625	BUSINESS SERVICES SPECIALIST	546	45,210.36	55,272.88	Nonexempt	Professnls	22
0626	BUSINESS SERVICES SPEC-NSP	546	45,210.36	55,272.88	Nonexempt	Professnls	22
4885	BUSINESS SYSTEMS COORDINATOR	8	57,028.14	79,836.38	Administr	Professnls	23
5207	BUSINESS SYSTEMS MANAGER	11	69,089.54	96,721.82	Executive	Officl/Adm	12
5346	CALL CENTER DIRECTOR	12	73,626.54	103,076.74	Executive	Officl/Adm	10
2354	CAPTAIN OF POLICE	839	76,777.23	93,216.04	Executive	Officl/Adm	14
1515	CARPENTER	986	57,928.00	57,928.00	Nonexempt	Skill Crft	73
1517	CARPENTER LEADWORKER (AUX)	993	61,048.00	61,048.00	Nonexempt	Skill Crft	71
1603	CARPENTER SUPERVISOR	991	64,147.20	64,147.20	Nonexempt	Skill Crft	71
1518	CEMENT FINISHER	982	57,116.80	57,116.80	Nonexempt	Skill Crft	73
4749	CERT & SALARY SYSTEMS ADMINR	7	53,518.66	74,921.86	Executive	Officl/Adm	12
4433	CERTIFICATION AND COMM COORD	5	47,109.40	65,956.80	Administr	Professnls	24
0418	CERTIFICATION SERVS SPECIALIST	540	43,908.54	50,146.72	Nonexempt	Para-Prof	51
1915	CHEMIST I	640	39,603.72	44,864.82	Nonexempt	Professnls	26
1916	CHEMIST II	642	46,420.92	56,291.56	Nonexempt	Professnls	26
1917	CHEMIST III	644	53,594.32	65,123.24	Nonexempt	Professnls	26
5539	CHIEF ASSESSOR	15	89,161.28	124,822.62	Executive	Officl/Adm	11
5132	CHIEF COMPLIANCE OFFICER	10	64,804.74	90,728.04	Executive	Officl/Adm	12

5456	CHIEF COURT ADMIN	14	83,653.18	117,118.30	Executive	Officl/Adm	10
5725	CHIEF INFORMATION OFFICER	17	101,293.66	141,814.92	Executive	Officl/Adm	10
3001	CHIEF INSPECTOR	949	10.00	10.00	Nonexempt	Admin Supp	66
5639	CHIEF INVESTMENT OFFICER	16	95,030.26	133,049.02	Executive	Officl/Adm	11
2525	CHIEF LATENT PRINT EXAMINER	812	70,554.64	75,262.98	Nonexempt	Protct/Svc	43
5290	CHIEF MICROBIOLOGIST	12	73,626.54	103,076.74	Executive	Officl/Adm	14
5295	CHIEF MOLECULAR SCIENTIST	12	73,626.54	103,076.74	Executive	Officl/Adm	14
5790	CHIEF OF POLICE	18	107,973.32	151,159.06	Executive	Officl/Adm	10
5724	CHIEF OF STAFF	16	95,030.26	133,049.02	Executive	Officl/Adm	10
5417	CHIEF OF STAFF-POLICE	13	78,468.52	109,863.78	Executive	Officl/Adm	10
5862	CITY ATTORNEY	19			NOT COV	No EEO-4	0
4733	CITY CHANNEL MANAGER	6	50,206.00	70,295.16	Executive	Officl/Adm	14
5540	CITY CLERK	15	89,161.28	124,822.62	Executive	Officl/Adm	10
5208	CITY ECONOMIST	11	69,089.54	96,721.82	Administr	Professnls	22
5792	CITY ENGINEER	18	107,973.32	151,159.06	Executive	Officl/Adm	10
0337	CITY PAYROLL ASSISTANT	460	39,507.26	44,276.96	Nonexempt	Admin Supp	63
0338	CITY PAYROLL ASSISTANT-SENIOR	475	40,589.12	48,720.62	Nonexempt	Para-Prof	51
5209	CITY PAYROLL MANAGER	11	69,089.54	96,721.82	Executive	Officl/Adm	11
0339	CITY PAYROLL SPECIALIST	578	54,188.94	75,860.46	Administr	Professnls	22
5297	CITY PLANNING MANAGER	12	73,626.54	103,076.74	Executive	Officl/Adm	14
5546	CITY PURCHASING DIRECTOR	15	89,161.28	124,822.62	Executive	Officl/Adm	10
2912	CITY SERVICE COMM	37	4,200.04	4,200.04	NOT COV	No EEO-4	0
5730	CITY TREASURER	17			NOT COV	No EEO-4	0
1812	CIVIL ENGINEER I	624	50,097.84	59,792.20	Nonexempt	Professnls	21
1813	CIVIL ENGINEER II	626	56,940.52	67,909.92	Nonexempt	Professnls	21
1814	CIVIL ENGINEER III	628	64,697.10	77,133.68	Nonexempt	Professnls	21
1815	CIVIL ENGINEER IV	630	73,557.90	87,621.56	Professnl	Professnls	21
5398	CIVIL ENGINEER V	13	78,468.52	109,863.78	Executive	Officl/Adm	14
4071	CLAIMS ADJUSTER	2	38,902.24	54,455.18	Nonexempt	Professnls	24

4292	CLAIMS ADJUSTER - SR	4	44,194.28	61,870.64	Administr	Professnls	24
4432	CLAIMS ADJUSTER SPEC	5	47,109.40	65,956.80	Administr	Professnls	24
0095	CLAIMS ASST REPRESENTATIVE	508	35,784.84	41,225.34	Nonexempt	Para-Prof	51
0420	CLAIMS PROCESSOR I	435	35,362.60	38,962.56	Nonexempt	Admin Supp	63
0421	CLAIMS PROCESSOR II	460	39,507.26	44,276.96	Nonexempt	Admin Supp	63
0096	CLAIMS REPRESENTATIVE	532	39,521.82	47,064.68	Nonexempt	Para-Prof	51
0028	CLERK DISPATCHER II	455	38,595.18	43,028.18	Nonexempt	Admin Supp	64
0011	CLERK STENO III (DC 48)	435	35,362.60	38,962.56	Nonexempt	Admin Supp	63
2203	CLINIC ASSISTANT	309	29,781.18	36,537.54	Nonexempt	Para-Prof	51
2550	CODE ENFORCE INSP I	530	41,495.22	46,974.98	Nonexempt	Professnls	27
2552	CODE ENFORCEMENT INSP II	541	43,908.54	52,068.90	Nonexempt	Professnls	27
2553	CODE ENFORCEMENT INTERN	529	26,215.80	27,996.54	Nonexempt	Professnls	27
0037	CODE INFORMATION SPECIALIST	540	43,908.54	50,146.72	Nonexempt	Admin Supp	63
3028	COLLEGE INTERN	910	10.09	13.24	Nonexempt	Admin Supp	65
4995	COMMERCIAL & RESID REH MGR	9	60,809.06	85,129.46	Executive	Officl/Adm	14
5795	COMMISSIONER OF ASSESSMTS	18	107,973.32	151,159.06	Executive	Officl/Adm	10
5794	COMMISSIONER-BLDG INSP	18	107,973.32	151,159.06	Executive	Officl/Adm	10
5793	COMMISSIONER-CITY DEVEL	18	107,973.32	151,159.06	Executive	Officl/Adm	10
5866	COMMISSIONER-HEALTH	19	115,085.10	161,113.42	Executive	Officl/Adm	10
5868	COMMISSIONER-PUBLIC WORKS	19	115,085.10	161,113.42	Executive	Officl/Adm	10
5548	COMMUN & INFECT DIS PROG MGR	9	60,809.06	85,129.46	Executive	Officl/Adm	14
2597	COMMUNICABLE DISEASE SPEC	530	41,495.22	46,974.98	Nonexempt	Professnls	26
5117	COMMUNICATION SYSTEMS MANAGER	9	60,809.06	85,129.46	Executive	Officl/Adm	12
5457	COMMUNICATIONS & OUTREACH MGR	9	60,809.06	85,129.46	Administr	Professnls	28
0425	COMMUNICATIONS ASSISTANT I	415	31,289.18	36,537.54	Nonexempt	Admin Supp	62
0426	COMMUNICATIONS ASSISTANT II	435	35,362.60	38,962.56	Nonexempt	Admin Supp	63
0427	COMMUNICATIONS ASSISTANT III (DC 48)	445	36,902.06	40,836.38	Nonexempt	Admin Supp	63
0427	COMMUNICATIONS ASSISTANT III (LOCAL 61)	445	36,849.28	40,622.66	Nonexempt	Admin Supp	63
0428	COMMUNICATIONS ASSISTANT IV (DC 48)	455	38,595.18	43,028.18	Nonexempt	Admin Supp	64

0428	COMMUNICATIONS ASSISTANT IV (LOCAL 61)	455	38,639.64	42,943.42	Nonexempt	Admin Supp	64
0429	COMMUNICATIONS ASSISTANT V	460	39,507.26	44,276.96	Nonexempt	Admin Supp	64
1893	COMMUNICATIONS FACILITIES COOR	607	64,697.10	77,133.68	Nonexempt	Technicns	33
2201	COMMUNITY EDUCATION ASSISTANT	309	29,781.18	36,537.54	Nonexempt	Para-Prof	51
5116	COMMUNITY HEALTH SERVS OFFICER	10	64,804.74	90,728.04	Administr	Professnls	26
4896	COMMUNITY INFO SERVS COORD	8	57,028.14	79,836.38	Administr	Professnls	23
4606	COMMUNITY LEAD PROGRAM MANAGER	6	50,206.00	70,295.16	Executive	Officl/Adm	14
4298	COMMUNITY OUTREACH LIAISON	4	44,194.28	61,870.64	Administr	Professnls	28
5009	COMMUNITY RELATIONS MANAGER	9	60,809.06	85,129.46	Administr	Professnls	28
4299	COMPLIANCE ANALYST	6	50,206.00	70,295.16	Administr	Professnls	24
5732	COMPTRROLLER	17			NOT COV	No EEO-4	0
0109	COMPTRROLLER NETWORK ANALYST	577	50,834.94	71,175.78	Computer	Professnls	23
0106	COMPUTER OPERATOR I (ALEASP)	500	33,325.50	36,717.72	Nonexempt	Technicns	32
0106	COMPUTER OPERATOR I (DC 48)	500	35,362.60	38,962.56	Nonexempt	Technicns	32
0107	COMPUTER OPERATOR II (ALEASP)	505	34,776.30	38,483.64	Nonexempt	Technicns	32
0107	COMPUTER OPERATOR II (DC 48)	505	36,902.06	40,836.38	Nonexempt	Technicns	32
0108	COMPUTER OPERATOR III	520	39,507.26	44,276.96	Nonexempt	Technicns	32
0103	COMPUTER SCHEDULER	530	41,495.22	46,974.98	Nonexempt	Technicns	32
2580	CONSTRUCTION COORDINATOR	604	43,845.62	58,710.60	Nonexempt	Technicns	31
2538	CONSTRUCTION MATERIALS INSP	549	51,455.30	60,431.80	Nonexempt	Technicns	31
4999	CONSUMER ENVIRONMENTL HLTH MGR	9	60,809.06	85,129.46	Executive	Officl/Adm	14
4615	CONTRACT COMPL OFFICER	6	50,206.00	70,295.16	Administr	Professnls	24
0098	COPY CATALOGING TECH II	445	36,902.06	40,836.38	Nonexempt	Admin Supp	63
0097	COPY CATALOGING TECHNICIAN I	430	34,652.80	38,095.20	Nonexempt	Admin Supp	63
4996	COUNCIL ADMINISTRATION MANAGER	9	60,809.06	85,129.46	Executive	Officl/Adm	12
0051	COUNCIL FILE SPECIALIST	455	38,595.18	43,028.18	Nonexempt	Admin Supp	63
0052	COUNCIL INFORMATION SPECIALIST	550	46,607.34	53,328.08	Nonexempt	Para-Prof	51
4992	COUNCIL RECORDS MANAGER	9	60,809.06	85,129.46	Executive	Officl/Adm	12
2395	COURT LIAISN OFFICER	804	62,007.40	66,005.42	Nonexempt	Protct/Svc	41

0435	COURT SERVICES ASSISTANT I	400	25,652.12	32,102.98	Nonexempt	Admin Supp	61
0436	COURT SERVICES ASSISTANT II	410	29,779.88	35,040.98	Nonexempt	Admin Supp	61
0437	COURT SERVICES ASSISTANT III	425	33,865.00	37,463.92	Nonexempt	Admin Supp	62
0438	COURT SERVICES ASSISTANT IV	445	36,902.06	40,836.38	Nonexempt	Admin Supp	63
0532	CREDIT SERVICES SPECIALIST	540	43,908.54	50,146.72	Nonexempt	Professnls	22
5010	CRIME & INTELLIGENCE SPCLST	9	60,809.06	85,129.46	Executive	Officl/Adm	12
2305	CRIME ANALYST	598	55,374.02	67,257.84	Nonexempt	Professnls	24
0440	CUSTOMER SERVICE REP I	425	33,865.00	37,463.92	Nonexempt	Admin Supp	62
0441	CUSTOMER SERVICE REP II	435	35,362.60	38,962.56	Nonexempt	Admin Supp	63
0442	CUSTOMER SERVICE REP III	445	36,902.06	40,836.38	Nonexempt	Admin Supp	63
4446	CUSTOMER SERVICE SPECIALIST	5	47,109.40	65,956.80	Executive	Officl/Adm	12
4824	CUSTOMER SERVICES MANAGER	7	53,518.66	74,921.86	Executive	Officl/Adm	12
0439	CUSTOMER SERVICES REP-LEAD	530	41,495.22	46,974.98	Nonexempt	Para-Prof	51
5212	DATA BASE ADMINISTRATOR	11	69,089.54	96,721.82	Executive	Officl/Adm	12
5000	DATA BASE ANALYST	9	60,809.06	85,129.46	Computer	Professnls	23
0180	DATA BASE SPECIALIST	534	41,150.46	48,501.70	Nonexempt	Para-Prof	51
4750	DATA COMMUNICATIONS SPECIALIST	7	53,518.66	74,921.86	Administr	Professnls	23
0446	DATA ENTRY OPERATOR I (ALEASP)	405	27,378.26	31,664.36	Nonexempt	Admin Supp	61
0446	DATA ENTRY OPERATOR I (DC 48)	405	28,587.26	33,600.32	Nonexempt	Admin Supp	61
0447	DATA ENTRY OPERATOR II (ALEASP)	415	29,487.38	34,424.00	Nonexempt	Admin Supp	62
0447	DATA ENTRY OPERATOR II (DC 48)	415	31,289.18	36,537.54	Nonexempt	Admin Supp	62
5121	DATA SERVICES MANAGER (Other Depts)	10	64,804.74	90,728.04	Administr	Professnls	23
4897	DATABASE ASSOCIATE	6	50,206.00	70,295.16	Administr	Professnls	23
5459	DEPUTY CHIEF OF POLICE	14	83,653.18	117,118.30	Executive	Officl/Adm	11
2427	DEPUTY CHIEF, FIRE	865	82,683.38	100,435.40	Executive	Officl/Adm	11
5796	DEPUTY CITY ATTORNEY	18	107,973.32	151,159.06	Executive	Officl/Adm	10
5460	DEPUTY CITY CLERK	13	78,468.52	109,863.78	Executive	Officl/Adm	11
5554	DEPUTY CITY TREASURER	14	83,653.18	117,118.30	Executive	Officl/Adm	11
5736	DEPUTY COMM-CITY DEVLPMNT	17	101,293.66	141,814.92	Executive	Officl/Adm	11

5558	DEPUTY COMPTROLLER	15	89,161.28	124,822.62	Executive	Officl/Adm	10
2357	DEPUTY INSPECTOR OF POLICE	842	86,249.76	104,745.09	Executive	Officl/Adm	11
5559	DEPUTY LIBRARY DIR - PUB SERV	15	89,161.28	124,822.62	Executive	Officl/Adm	11
2309	DETECTIVE	808	65,274.04	70,508.88	Nonexempt	Protct/Svc	43
2110	DIETETIC TECHNICIAN	503	33,231.64	39,689.52	Nonexempt	Para-Prof	51
4076	DISABILITY SPEC	2	38,902.24	54,455.18	Nonexempt	Professnls	28
4304	DISABILITY SPECIALIST-SENIOR	4	44,194.28	61,870.64	Administr	Professnls	28
5399	DISEASE CNTRL & ENV HL SRV DR	13	78,468.52	109,863.78	Executive	Officl/Adm	11
0451	DOCKETING SPECIALIST	450	37,681.28	44,238.48	Nonexempt	Admin Supp	63
2521	DOCUMENT EXAMINER	808	65,274.04	70,508.88	Nonexempt	Protct/Svc	43
0452	DOCUMENT SERVICES ASSISTANT	918	8.98	10.47	Nonexempt	Admin Supp	66
4740	DOCUMENT SERVICES MANAGER	7	53,518.66	74,921.86	Executive	Officl/Adm	13
0468	DOCUMENT TECHNICIAN	338	36,537.54	40,286.74	Nonexempt	Technicns	34
4450	DPW CUSTOMER SERV SUPVR	5	47,109.40	65,956.80	Executive	Officl/Adm	12
4898	DPW INVENTORY & PURCHASING MGR	8	57,028.14	79,836.38	Executive	Officl/Adm	12
4451	DPW INVENTORY &PURCHASING CORD	5	47,109.40	65,956.80	Administr	Professnls	24
1822	DRAFTING TECHNICIAN II	602	37,563.50	46,013.24	Nonexempt	Technicns	33
1824	DRAFTING TECHNICIAN IV	604	43,845.62	58,710.60	Nonexempt	Technicns	33
1825	DRAFTING TECHNICIAN V	606	51,594.92	66,378.52	Nonexempt	Technicns	33
1427	DRIVER TRAINING INSTRUCT	555	48,133.02	54,958.28	Nonexempt	Technicns	34
0115	DUPL EQUIP OPERATOR I	309	29,781.18	36,537.54	Nonexempt	Admin Supp	61
0116	DUPL EQUIP OPERATOR II	330	35,362.60	38,962.56	Nonexempt	Admin Supp	62
4899	ECOCULTURAL FAM INTRVW PROG CO	5	47,109.40	65,956.80	Administr	Professnls	26
4620	ECONOMIC DEV SPECIALIST	6	50,206.00	70,295.16	Administr	Professnls	24
5003	ECONOMIC DVLPMNT MRKG MG	9	60,809.06	85,129.46	Administr	Professnls	24
0819	ELECT SERVICES BLACKSMITH	696	48,944.22	56,182.62	Nonexempt	Skill Crft	74
0832	ELECT SERVICES MACHINIST I	696	48,944.22	56,182.62	Nonexempt	Skill Crft	74
5300	ELECTION COMM-EX DIR	12	73,626.54	103,076.74	Executive	Officl/Adm	10
3003	ELECTION INSPECTOR	948	7.25	7.25	Nonexempt	Admin Supp	66

0630	ELECTION SERVICES COORDINATOR	540	43,908.54	50,146.72	Nonexempt	Para-Prof	51
4619	ELECTION SERVICES MGR	9	60,809.06	85,129.46	Executive	Officl/Adm	12
1826	ELECTRICAL ENGINEER I	624	50,097.84	59,792.20	Nonexempt	Professnls	21
1827	ELECTRICAL ENGINEER II	626	56,940.52	67,909.92	Nonexempt	Professnls	21
1828	ELECTRICAL ENGINEER III	628	64,697.10	77,133.68	Nonexempt	Professnls	21
4903	ELECTRICAL INSP SUPVR	9	60,809.06	85,129.46	Executive	Officl/Adm	14
2540	ELECTRICAL INSPECTOR II	589	58,671.08	66,034.80	Nonexempt	Technicns	31
1527	ELECTRICAL MECHANIC	978	61,048.00	61,048.00	Nonexempt	Skill Crft	73
1529	ELECTRICAL MECHANIC APPR	975	30,721.60	55,307.20	Nonexempt	Skill Crft	73
5122	ELECTRICAL SERVICES MANAGER	10	64,804.74	90,728.04	Executive	Officl/Adm	13
5213	ELECTRICAL SERVICES MANAGER-SR	11	69,089.54	96,721.82	Executive	Officl/Adm	13
0812	ELECTRICAL SERVICES WELDER	694	44,563.74	50,579.62	Nonexempt	Skill Crft	74
5403	ELECTRICAL SVC OPERS MGR	13	78,468.52	109,863.78	Executive	Officl/Adm	11
4904	ELECTRICAL SVC SUPVR I	8	57,028.14	79,836.38	Executive	Officl/Adm	13
5124	ELECTRICAL SVC SUPVR II	10	64,804.74	90,728.04	Executive	Officl/Adm	13
1533	ELECTRICAL WORKER	974	38,168.00	47,216.00	Nonexempt	Skill Crft	72
2539	ELECTRICIAL INSPECTOR I	549	51,455.30	60,431.80	Nonexempt	Technicns	31
0842	ELECTRONIC TECHNICIAN	290	46,324.72	56,682.00	Nonexempt	Technicns	34
0881	ELECTRONIC TECHNICIAN ASST	235	37,409.32	41,311.14	Nonexempt	Technicns	34
4612	ELECTRONIC TECHNICIAN SUPVR	7	53,518.66	74,921.86	Executive	Officl/Adm	14
2559	ELEVATOR INSPECTOR I	549	51,455.30	60,431.80	Nonexempt	Technicns	31
2560	ELEVATOR INSPECTOR II	589	58,671.08	66,034.80	Nonexempt	Technicns	31
4079	EMERGING BUSINESS ANALYST	2	38,902.24	54,455.18	Nonexempt	Professnls	28
4314	EMERGING BUSINESS ANALYST-SR	4	44,194.28	61,870.64	Administr	Professnls	24
4901	EMERGING BUSINESS ENTRPRSE MGR	8	57,028.14	79,836.38	Executive	Officl/Adm	12
5461	EMPLOYE BENEFITS DIRECTOR	14	83,653.18	117,118.30	Executive	Officl/Adm	10
4308	EMPLOYEE ASSIST COOR	4	44,194.28	61,870.64	Professnl	Professnls	28
5800	EMPLOYEE RELATIONS DIR	18	107,973.32	151,159.06	Executive	Officl/Adm	10
1820	ENG DRAFTING TECH IV	604	43,845.62	58,710.60	Nonexempt	Technicns	33

5462	ENGINEER IN CHARGE	14	83,653.18	117,118.30	Executive	Professnls	21
1885	ENGINEER TECHNICIAN II	602	37,563.50	46,013.24	Nonexempt	Technicns	33
1889	ENGINEER TECHNICIAN VI	628	64,697.10	77,133.68	Nonexempt	Professnls	21
1818	ENGINEERING DRAFT TECH II	602	37,563.50	46,013.24	Nonexempt	Technicns	33
1817	ENGINEERING DRAFTING TECH I	600	32,289.66	38,989.34	Nonexempt	Technicns	33
1819	ENGINEERING DRAFTING TECH V	606	51,594.92	66,378.52	Nonexempt	Technicns	33
1894	ENGINEERING INSPECTION ASST	927	12.83	15.25	Nonexempt	Admin Supp	65
1897	ENGINEERING INTERN	930	13.93	17.52	Nonexempt	Admin Supp	65
4907	ENGINEERING SYSTMS ANALYST	8	57,028.14	79,836.38	Administr	Professnls	23
1884	ENGINEERING TECH I	600	32,289.66	38,989.34	Nonexempt	Technicns	33
1887	ENGINEERING TECH IV	620	44,076.50	59,792.20	Nonexempt	Technicns	33
1888	ENGINEERING TECHNICIAN V	622	52,282.62	67,909.92	Nonexempt	Technicns	33
5301	ENTERPRISE INFORMATION MGR	12	73,626.54	103,076.74	Executive	Officl/Adm	12
5401	ENTERPRISE SYSTEMS MANAGER	13	78,468.52	109,863.78	Executive	Officl/Adm	11
4185	ENVIR SUSTAINABILITY PROG MGR	11	69,089.54	96,721.82	Administr	Professnls	24
5119	ENVIRONMENTAL CODE ENFCMT MGR	10	64,804.74	90,728.04	Executive	Officl/Adm	11
2598	ENVIRONMENTAL HEALTH COORD	553	46,607.34	55,378.70	Nonexempt	Professnls	26
2588	ENVIRONMENTAL HEALTH SPEC I	530	41,495.22	46,974.98	Nonexempt	Professnls	26
2589	ENVIRONMENTAL HEALTH SPEC II	541	43,908.54	52,068.90	Nonexempt	Professnls	26
4616	ENVIRONMENTAL HLTH FIELD SUPVR	6	50,206.00	70,295.16	Executive	Officl/Adm	14
4624	ENVIRONMENTAL HLTH SUPVR	6	50,206.00	70,295.16	Executive	Officl/Adm	14
2530	ENVIRONMENTAL HYGIENIST	555	48,133.02	54,958.28	Nonexempt	Professnls	26
5649	ENVIRONMENTAL MANAGER	16	95,030.26	133,049.02	Executive	Officl/Adm	11
4609	ENVIRONMENTAL POLICY ANALYST	6	50,206.00	70,295.16	Administr	Professnls	24
4313	ENVIRONMENTAL SPEC SUPVR	4	44,194.28	61,870.64	Executive	Officl/Adm	14
5299	ENVIRONMENTAL SUSTAINABLTY DIR	12	73,626.54	103,076.74	Executive	Officl/Adm	11
4734	ENVIRONMNTL CODE ENFRMNT SUPV	7	53,518.66	74,921.86	Executive	Officl/Adm	14
2529	ENVIRONMNTL &DISEASE CNTRL SPEC	547	46,420.92	56,291.56	Nonexempt	Professnls	26
5008	EPIDEMIOLOGIST	9	60,809.06	85,129.46	Executive	Officl/Adm	14

4900	EQUIP ACQUISITION & DISP COORD	8	57,028.14	79,836.38	Administr	Professnls	21
4312	EQUIP OPER SPVR I	4	44,194.28	61,870.64	Executive	Officl/Adm	13
4622	EQUIPMENT INVENTORY MANAGER	6	50,206.00	70,295.16	Executive	Officl/Adm	13
0889	EQUIPMENT MECHANIC I	235	37,409.32	41,311.14	Nonexempt	Skill Crft	72
0890	EQUIPMENT MECHANIC II	245	39,174.72	43,309.76	Nonexempt	Skill Crft	72
0891	EQUIPMENT MECHANIC III	248	39,641.94	44,094.70	Nonexempt	Skill Crft	72
0899	EQUIPMENT MECHANIC IV	254	39,642.98	45,921.98	Nonexempt	Skill Crft	72
4610	EQUIPMENT OPERS & TRAINING MGR	6	50,206.00	70,295.16	Executive	Officl/Adm	13
0266	EQUIPMENT PARTS ASSISTANT	345	37,726.52	41,863.12	Nonexempt	Admin Supp	64
5215	ERS CHIEF FINANCIAL OFFICER	12	73,626.54	103,076.74	Executive	Officl/Adm	12
5738	ERS CHIEF TECHNOLOGY OFFICER	16	95,030.26	133,049.02	Executive	Officl/Adm	11
5466	ERS DEPUTY DIRECTOR	15	89,161.28	124,822.62	Executive	Officl/Adm	11
NEW	ERS FUNTIONAL APPLICATIONS ANALYST	11	69,089.54	96,721.82	Computer	Professnls	23
4010	EX ADMINISTRATIVE ASST I	1	36,504.78	51,105.86	Nonexempt	Professnls	24
5211	EXC DIR DEFERRED COMP BRD	11	69,089.54	96,721.82	Professnl	Professnls	22
4078	EXEC ADMIN ASST II	2	38,902.24	54,455.18	Nonexempt	Professnls	28
1800	FACILITIES CONSTR PROJ COOR	627	62,014.94	73,926.06	Nonexempt	Professnls	21
0858	FACILITIES CONTROL SPEC	599	60,537.10	77,914.20	Nonexempt	Technicns	34
5740	FACILITIES DIRECTOR	16	95,030.26	133,049.02	Executive	Officl/Adm	11
1801	FACILITIES MAINTENANCE COORD	627	62,014.94	73,926.06	Nonexempt	Professnls	21
5467	FACILITIES MANAGER	14	83,653.18	117,118.30	Executive	Officl/Adm	11
1890	FACILITIES PROJECT COORDINATOR	607	64,697.10	77,133.68	Nonexempt	Professnls	21
0851	FACILITY MECHANIC	249	39,723.84	44,406.96	Nonexempt	Skill Crft	72
5046	FAMILY & COMM HEALTH OPER MGR	9	60,809.06	85,129.46	Executive	Officl/Adm	14
5298	FAMILY & COMM HLTH SERVS DIR	12	73,626.54	103,076.74	Executive	Officl/Adm	11
0453	FIELD HEADQUARTERS COORD	741	37,833.38	41,613.78	Nonexempt	Admin Supp	64
4306	FIELD OPS INSP SPECIALIST	5	47,109.40	65,956.80	Executive	Officl/Adm	13
0821	FIELD SERVICE MECHANIC	270	44,215.08	50,253.58	Nonexempt	Skill Crft	72
5303	FINANCE & ADMINISTRATION MGR	12	73,626.54	103,076.74	Executive	Officl/Adm	12

5220	FINANCE & PLANNING MGR	11	69,089.54	96,721.82	Executive	Officl/Adm	12
5405	FINANCIAL SERVICES DIRECTOR	14	83,653.18	117,118.30	Executive	Officl/Adm	11
0345	FINANCIAL SYSTEMS ANALYST	577	50,834.94	71,175.78	Computer	Professnls	23
5564	FIRE & POL COMM EX DIR	14	83,653.18	117,118.30	Executive	Officl/Adm	10
5011	FIRE & POL COMM INVEST/AUDITOR	7	53,518.66	74,921.86	Administr	Professnls	28
2930	FIRE AND POLICE COMM	41	6,600.10	6,600.10	NOT COV	No EEO-4	0
0820	FIRE BLDG & EQUIP MAINT SPEC	733	40,748.76	50,276.72	Nonexempt	Skill Crft	72
2413	FIRE CADET	925	22,862.06	31,586.88	Nonexempt	Admin Supp	61
2424	FIRE CAPTAIN	857	67,839.20	82,289.22	Executive	Officl/Adm	14
2429	FIRE CAPTAIN-INCIDENT SFTY OFR	857	67,839.20	82,289.22	Executive	Officl/Adm	14
5802	FIRE CHIEF	18	107,973.32	151,159.06	Executive	Officl/Adm	10
4768	FIRE DISPATCH MANAGER	7	53,518.66	74,921.86	Executive	Officl/Adm	13
4305	FIRE DISPATCH SUPERVISOR	4	44,194.28	61,870.64	Executive	Officl/Adm	13
0823	FIRE EQUIP COMPRSSD AIR TCH	733	40,748.76	50,276.72	Nonexempt	Skill Crft	72
2400	FIRE EQUIP DISPATCHER	858	37,680.76	50,282.44	Nonexempt	Admin Supp	63
0822	FIRE EQUIP MECHANIC	734	40,748.76	50,772.28	Nonexempt	Skill Crft	72
0815	FIRE EQUIP REPAIRER I	726	36,398.70	44,820.10	Nonexempt	Skill Crft	72
0827	FIRE EQUIP REPAIRER II	732	40,088.10	49,021.44	Nonexempt	Skill Crft	72
4908	FIRE EQUIP REPAIRS MGR	8	57,028.14	79,836.38	Executive	Officl/Adm	13
4766	FIRE EQUIP REPAIRS SUPVR	7	53,518.66	74,921.86	Executive	Officl/Adm	13
0824	FIRE EQUIPMENT MACHINIST	733	40,748.76	50,276.72	Nonexempt	Skill Crft	72
0826	FIRE EQUIPMENT WELDER	734	40,748.76	50,772.28	Nonexempt	Skill Crft	72
2421	FIRE LIEUTENANT	856	60,434.40	70,508.88	Executive	Officl/Adm	14
0814	FIRE MECHANIC HELPER	722	34,507.72	41,409.94	Nonexempt	Skill Crft	72
2417	FIRE PARAFIELD LIEUTNT	856	60,434.40	70,508.88	Executive	Officl/Adm	14
2415	FIRE PARAMEDIC	850	37,622.78	63,230.44	Nonexempt	Protct/Svc	44
4769	FIRE PERSONNEL OFFICER	7	53,518.66	74,921.86	Executive	Officl/Adm	12
2503	FIRE PROTECTION ENGINEER	624	50,097.84	59,792.20	Nonexempt	Professnls	21
2504	FIRE PROTECTION ENGINEER II	626	56,940.52	67,909.92	Nonexempt	Professnls	21

2505	FIRE PROTECTION ENGINEER III	628	64,697.10	77,133.68	Nonexempt	Professnls	21
0224	FIRE STORES CLERK	724	33,993.96	43,452.76	Nonexempt	Admin Supp	64
5304	FIRE TECHNICAL SERVICES MGR	10	64,804.74	90,728.04	Executive	Officl/Adm	12
2412	FIREFIGHTER	850	37,622.78	63,230.44	Nonexempt	Protct/Svc	44
4910	FISCAL PLANNING SPECIALIST	8	57,028.14	79,836.38	Administr	Professnls	22
5125	FISCAL PLANNING SPECIALIST-SR	10	64,804.74	90,728.04	Administr	Professnls	22
4309	FISCAL REVIEW ANALYST ASSC	4	44,194.28	61,870.64	Administr	Professnls	22
0816	FLEET EQUIPMENT INSPECTOR	260	41,828.02	47,058.96	Nonexempt	Skill Crft	72
0808	FLEET EQUIPMENT SERVICE WRITER	254	39,642.98	45,921.98	Nonexempt	Skill Crft	72
5414	FLEET OPERATIONS MANAGER	13	78,468.52	109,863.78	Executive	Officl/Adm	11
4186	FLEET REPAIR SUPERVISOR I	3	41,457.52	58,036.94	Nonexempt	Skill Crft	71
4455	FLEET REPAIR SUPERVISOR II	5	47,109.40	65,956.80	Executive	Officl/Adm	13
4737	FLEET REPAIR SUPERVISOR III	7	53,518.66	74,921.86	Executive	Officl/Adm	13
0884	FLUID POWER SYSTEMS TECH	262	42,335.80	47,662.94	Nonexempt	Skill Crft	72
5216	FMIS PROJECT MGR-APP SPEC	11	69,089.54	96,721.82	Computer	Professnls	23
2358	FORENSIC INVESTIGATOR	804	62,007.40	66,005.42	Nonexempt	Protct/Svc	43
2524	FORENSIC VIDEO EXAMINER	808	65,274.04	70,508.88	Nonexempt	Protct/Svc	43
2548	FORESTRY INSPECTOR I	535	42,660.02	48,501.70	Nonexempt	Technicns	31
2549	FORESTRY INSPECTOR II	540	43,908.54	52,048.88	Nonexempt	Technicns	31
5400	FORESTRY SERVICES MANAGER	13	78,468.52	109,863.78	Executive	Officl/Adm	11
0883	FUEL SYSTEM TECHNICIAN	260	41,828.02	47,058.96	Nonexempt	Skill Crft	72
4771	FUNCTIONAL APPLICATIONS ANLST	7	53,518.66	74,921.86	Computer	Professnls	23
5302	FUNCTIONAL APPLICATIONS MGR	12	73,626.54	103,076.74	Executive	Officl/Adm	12
5015	FUNCTIONAL APPLICATNS ANLST-SR	9	60,809.06	85,129.46	Computer	Professnls	23
4764	GENERAL ACCOUNTING MGR	7	53,518.66	74,921.86	Executive	Officl/Adm	12
0111	GEOGRAPHIC INFO SPECIALIST	558	46,607.34	57,253.82	Nonexempt	Professnls	23
1832	GEOGRAPHIC INFO TECH I	600	32,289.66	38,989.34	Nonexempt	Technicns	32
1833	GEOGRAPHIC INFO TECH II	602	37,563.50	46,013.24	Nonexempt	Technicns	32
0177	GIS ANALYST	598	55,374.02	67,257.84	Nonexempt	Professnls	23

4608	GIS DEVELOPER	6	50,206.00	70,295.16	Computer	Professnls	23
5201	GIS DEVELOPER-PROJECT LEADER	11	69,089.54	96,721.82	Executive	Officl/Adm	12
4911	GIS DEVELOPER-SENIOR	8	57,028.14	79,836.38	Computer	Professnls	23
0498	GRADUATE INTERN	930	13.93	17.52	Nonexempt	Admin Supp	65
5018	GRANT COMPLIANCE MANAGER	9	60,809.06	85,129.46	Administr	Professnls	22
4632	GRANT MONITOR	6	50,206.00	70,295.16	Administr	Professnls	24
4918	GRANT MONITOR-HOMELND SECURITY	6	50,206.00	70,295.16	Administr	Professnls	24
5017	GRANT-IN-AIDE FISCAL COORD	10	64,804.74	90,728.04	Executive	Officl/Adm	11
2822	GRAPHIC DESIGNER I (ALEASP)	505	36,902.06	40,836.38	Nonexempt	Professnls	24
2822	GRAPHIC DESIGNER I (DC 48)	505	36,902.06	40,836.38	Nonexempt	Professnls	24
2823	GRAPHIC DESIGNER II (ALEASP)	535	42,660.02	48,501.70	Nonexempt	Professnls	24
2823	GRAPHIC DESIGNER II (DC 48)	535	42,660.02	48,501.70	Nonexempt	Professnls	24
4912	GREENHOUSE & NURSERY MGR	8	57,028.14	79,836.38	Executive	Officl/Adm	13
5121	HANGE TITLE	10	64,804.74	90,728.04	Executive	Officl/Adm	12
2214	HEALTH ACCESS ASSISTANT I	410	29,779.88	35,040.98	Nonexempt	Admin Supp	61
2215	HEALTH ACCESS ASSISTANT II	425	33,865.00	37,463.92	Nonexempt	Admin Supp	62
2212	HEALTH ACCESS INTERPRETER	410	29,779.88	35,040.98	Nonexempt	Admin Supp	61
4604	HEALTH AND SAFETY OFFICER	6	50,206.00	70,295.16	Administr	Professnls	28
4190	HEALTH AND SAFETY SPECIALIST	3	41,457.52	58,036.94	Nonexempt	Professnls	28
4915	HEALTH CENTER OPERATIONS MGR	7	53,518.66	74,921.86	Executive	Officl/Adm	14
4628	HEALTH COMMUNICATION OFFICER	8	57,028.14	79,836.38	Executive	Officl/Adm	12
0188	HEALTH INFORMATION SPECIALIST	593	44,357.30	53,696.50	Nonexempt	Professnls	23
2225	HEALTH INTERPRETER AIDE	300	29,051.88	34,312.72	Nonexempt	Para-Prof	51
5468	HEALTH OPERATIONS ADMINISTRATR	14	83,653.18	117,118.30	Executive	Officl/Adm	11
4767	HEALTH PERSONNEL OFFICER	7	53,518.66	74,921.86	Administr	Professnls	28
4346	HEALTH PRJ COORD-IMMUNIZATIONS	4	44,194.28	61,870.64	Administr	Professnls	26
4187	HEALTH PRJ CRD - WIC	4	44,194.28	61,870.64	Executive	Officl/Adm	14
4605	HEALTH PRJ CRD-PNDMC FLU RSPNS	5	47,109.40	65,956.80	Administr	Professnls	26
4349	HEALTH PROJ COORD EMRGY PRPDNS	4	44,194.28	61,870.64	Administr	Professnls	26

4348	HEALTH PROJ COORD-PLAIN TALK	4	44,194.28	61,870.64	Administr	Professnls	26
4355	HEALTH PROJ COORD-T&MH	4	44,194.28	61,870.64	Administr	Professnls	26
0412	HEALTH PROJECT ASSISTANT	530	41,495.22	46,974.98	Nonexempt	Para-Prof	51
4347	HEALTH PROJECT COORD-ACHP	4	44,194.28	61,870.64	Administr	Professnls	26
4603	HEALTH PROJECT COORD-CHILDHOOD	4	44,194.28	61,870.64	Administr	Professnls	26
4300	HEALTH PROJECT COORD-MCHVP	4	44,194.28	61,870.64	Administr	Professnls	26
4188	HEALTH PROJECT COORD-PHS	5	47,109.40	65,956.80	Administr	Professnls	26
5306	HEALTH PROJECT COORD-VLNC PREV	4	44,194.28	61,870.64	Administr	Professnls	26
2209	HEALTH SERVICES ASSISTANT I	410	29,779.88	35,040.98	Nonexempt	Admin Supp	61
2210	HEALTH SERVICES ASSISTANT II	425	33,865.00	37,463.92	Nonexempt	Admin Supp	62
4776	HEALTHCARE OUTREACH COORD	7	53,518.66	74,921.86	Administr	Professnls	26
2531	HEALTHY HOMES INSPECTOR	541	43,908.54	52,068.90	Nonexempt	Professnls	26
0849	HEATING & VENT MECH I	248	39,641.94	44,094.70	Nonexempt	Skill Crft	72
0850	HEATING & VENT MECH II	252	40,676.48	45,424.60	Nonexempt	Skill Crft	72
0853	HEATING & VENTILATING MECH III	262	42,335.80	47,662.94	Nonexempt	Skill Crft	72
1572	HEAVY EQUIPMENT OPERATOR	853	47,341.32	66,937.78	Nonexempt	Skill Crft	74
0120	HELPDESK SPECIALIST I	525	40,469.00	45,577.48	Nonexempt	Technicns	32
0121	HELPDESK SPECIALIST II	540	43,908.54	50,146.72	Nonexempt	Technicns	32
3030	HIGH SCHOOL INTERN	902	7.57	8.84	Nonexempt	Admin Supp	65
5019	HOME ENVIRONMENTAL HEALTH MGR	9	60,809.06	85,129.46	Executive	Officl/Adm	14
5308	HOMELAND SECURITY DIRECTOR	12	73,626.54	103,076.74	Executive	Officl/Adm	11
4318	HOUSING MANAGER II	4	44,194.28	61,870.64	Executive	Officl/Adm	13
4462	HOUSING MANAGER III	5	47,109.40	65,956.80	Executive	Officl/Adm	13
0520	HOUSING PROGRAMS SPECIALIST	546	45,210.36	55,272.88	Nonexempt	Professnls	27
5309	HOUSING REHAB MANAGER	7	53,518.66	74,921.86	Executive	Officl/Adm	13
0522	HOUSING REHABILITATION SPEC	548	50,446.50	59,246.98	Nonexempt	Professnls	27
0521	HOUSING SERVICES SPECIALIST	594	45,939.66	55,741.92	Nonexempt	Professnls	27
4195	HUMAN RESOURCES ANALYST	3	41,457.52	58,036.94	Nonexempt	Professnls	28
4466	HUMAN RESOURCES ANALYST-SR	5	47,109.40	65,956.80	Administr	Professnls	28

0481	HUMAN RESOURCES ASSISTANT	550	46,607.34	53,328.08	Nonexempt	Para-Prof	51
5311	HUMAN RESOURCES COMPLIANCE OFC	9	60,809.06	85,129.46	Administr	Professnls	28
5312	HUMAN RESOURCES MGR	12	73,626.54	103,076.74	Executive	Officl/Adm	11
4772	HUMAN RESOURCES REP	7	53,518.66	74,921.86	Administr	Professnls	28
2328	IDENTIFICATION SYSTEMS SPEC	812	70,554.64	75,262.98	Nonexempt	Protct/Svc	43
5130	INFECTIOUS DISEASE EPIDEMLGST	10	64,804.74	90,728.04	Executive	Officl/Adm	14
0350	INFORMATION SYSTEMS AUDITOR	579	61,570.86	86,195.72	Professnl	Professnls	22
5574	INFORMATION SYSTEMS MANAGER	15	89,161.28	124,822.62	Executive	Officl/Adm	12
5221	INFORMATION SYSTEMS MGR-MPD	11	69,089.54	96,721.82	Administr	Professnls	23
5129	INFORMATION TECHNOLOGY MGR-MFD	11	69,089.54	96,721.82	Administr	Professnls	23
0168	INFORMATION TECHNOLOGY SPEC	532	39,521.82	47,064.68	Nonexempt	Technicns	32
0248	INFRAS STORES CLK IV	350	38,595.18	43,028.18	Nonexempt	Admin Supp	64
5022	INFRAS SUPPORT SERVS MGR	9	60,809.06	85,129.46	Executive	Officl/Adm	13
5653	INFRASTRUCTURE OPERATIONS MGR	16	95,030.26	133,049.02	Executive	Officl/Adm	11
4469	INJURY & VIOLENCE PRV PROG CORD	5	47,109.40	65,956.80	Administr	Professnls	26
2579	INSPECTION SPECIALIST	540	43,908.54	55,219.06	Nonexempt	Technicns	31
5313	INSPECTOR OF POLICE	12	73,626.54	103,076.74	Executive	Officl/Adm	11
2546	INSPECTOR, DOCKS & DREDG	535	42,660.02	48,501.70	Nonexempt	Technicns	31
0187	INTERNET ANALYST	510	37,726.52	41,863.12	Nonexempt	Para-Prof	51
0189	INTERNET ANALYST - SENIOR	532	39,521.82	47,064.68	Nonexempt	Para-Prof	51
4613	INTERNET SERVICES COORDINATOR	6	50,206.00	70,295.16	Computer	Professnls	23
0270	INVENTORY ASSISTANT I	324	33,142.72	38,095.20	Nonexempt	Admin Supp	64
0271	INVENTORY ASSISTANT II	338	36,537.54	40,286.74	Nonexempt	Admin Supp	64
0272	INVENTORY ASSISTANT III	347	39,157.56	42,272.10	Nonexempt	Admin Supp	64
0273	INVENTORY ASSISTANT IV	350	38,595.18	43,028.18	Nonexempt	Admin Supp	64
0274	INVENTORY ASSISTANT V	360	40,469.00	45,577.48	Nonexempt	Admin Supp	64
0232	INVENTORY CLERK	345	37,726.52	41,863.12	Nonexempt	Admin Supp	63
0260	INVENTORY CONTROL ASST I (ALEASP)	324	31,233.80	35,900.28	Nonexempt	Admin Supp	61
0260	INVENTORY CONTROL ASST I (DC 48)	324	33,142.72	38,095.20	Nonexempt	Admin Supp	64

0261	INVENTORY CONTROL ASST II (ALEASP)	335	34,077.16	37,567.66	Nonexempt	Admin Supp	61
0261	INVENTORY CONTROL ASST II (DC 48)	335	36,169.90	39,874.90	Nonexempt	Admin Supp	64
0262	INVENTORY CONTROL ASST III (ALEASP)	340	34,776.30	38,483.64	Nonexempt	Admin Supp	64
0262	INVENTORY CONTROL ASST III (DC 48)	340	36,902.06	40,836.38	Nonexempt	Admin Supp	64
0263	INVENTORY CONTROL ASST IV	350	38,595.18	43,028.18	Nonexempt	Admin Supp	64
4303	INVENTORY MANAGER	4	44,194.28	61,870.64	Executive	Officl/Adm	13
4644	INVENTORY SERVICES MANAGER	6	50,206.00	70,295.16	Executive	Officl/Adm	13
4197	INVENTORY SUPERVISOR	3	41,457.52	58,036.94	Nonexempt	Admin Supp	63
5314	INVEST & FINAN SERV MGR	12	73,626.54	103,076.74	Executive	Officl/Adm	11
0321	INVEST & FINAN SERV SPEC	597	58,696.56	71,293.30	Administr	Professnls	22
4634	INVEST & FINAN SERV SPEC	6	50,206.00	70,295.16	Administr	Professnls	22
0459	INVESTIGATOR/ADJUSTER	560	51,455.30	58,747.52	Nonexempt	Professnls	24
4916	INVESTMTS & FINANCIAL SERV CRD	8	57,028.14	79,836.38	Administr	Professnls	22
1545	IRONWORKER	990	61,048.00	61,048.00	Nonexempt	Skill Crft	73
1606	IRONWORKER SUPERVISOR	992	64,230.40	64,230.40	Nonexempt	Skill Crft	71
0191	IT SUPPORT ASSOCIATE	534	41,150.46	48,501.70	Nonexempt	Para-Prof	51
5133	IT SUPPORT SERVICES MANAGER	10	64,804.74	90,728.04	Executive	Officl/Adm	12
0192	IT SUPPORT SPECIALIST	596	49,472.02	60,079.50	Nonexempt	Professnls	23
0194	IT SUPPORT SPECIALIST-LEAD	591	62,009.48	75,346.44	Nonexempt	Professnls	23
0193	IT SUPPORT SPECIALIST-SENIOR	598	55,374.02	67,257.84	Nonexempt	Professnls	23
4470	LAB RELS ANALYST SR	5	47,109.40	65,956.80	Administr	Professnls	28
5470	LABOR NEGOTIATOR	14	83,653.18	117,118.30	Executive	Officl/Adm	10
4200	LABOR RELATIONS ANALYST	3	41,457.52	58,036.94	Nonexempt	Professnls	28
5024	LABOR RELATIONS OFFICER	9	60,809.06	85,129.46	Administr	Professnls	28
4777	LABOR RELATIONS REPRESENTATIVE	7	53,518.66	74,921.86	Administr	Professnls	28
4636	LABOR RELATIONS SPEC	6	50,206.00	70,295.16	Administr	Professnls	28
1948	LABORATORY INFO SYSTEMS SPEC	646	59,850.96	71,785.22	Nonexempt	Professnls	26
1571	LANDSCAPE & IRRIGATION SPEC	786	68,764.80	68,764.80	Nonexempt	Skill Crft	74
1809	LANDSCAPE ARCHITECT	606	51,594.92	66,378.52	Nonexempt	Professnls	21

2523	LATENT PRINT EXAMINER	808	65,274.04	70,508.88	Nonexempt	Protct/Svc	43
1205	LEAD BOOKBINDER	260	41,828.02	47,058.96	Nonexempt	Skill Crft	74
2114	LEAD EDUCATION ASSISTANT	503	33,231.64	39,689.52	Nonexempt	Para-Prof	51
1142	LEAD EQUIPMENT MECHANIC	260	41,828.02	47,058.96	Nonexempt	Skill Crft	71
0267	LEAD EQUIPMENT PARTS ASSISTANT	350	38,595.18	43,028.18	Nonexempt	Admin Supp	64
5131	LEAD GRANT MANAGER	7	53,518.66	74,921.86	Executive	Officl/Adm	12
4778	LEAD HAZARD PREVENTION MANAGER	7	53,518.66	74,921.86	Executive	Officl/Adm	13
1131	LEAD HOUSING MAINT MECH	255	41,152.80	45,921.98	Nonexempt	Skill Crft	72
1903	LEAD MICROBIOLOGIST	646	59,850.96	71,785.22	Nonexempt	Professnls	26
2394	LEAD PARKING CHECKER (ALEASP)	495	33,714.20	38,839.84	Nonexempt	Admin Supp	63
5316	LEAD PENSION SPECIALIST	6	50,206.00	70,295.16	Executive	Officl/Adm	12
2383	LEAD POLICE TELECOMMUNICATOR (ALEASF)	441	34,405.28	37,896.56	Nonexempt	Admin Supp	63
0181	LEAD PROGRAM INFORMATION SPEC	558	46,607.34	57,253.82	Nonexempt	Professnls	23
0407	LEAD PROJECT ASSISTANT	530	41,495.22	46,974.98	Nonexempt	Para-Prof	51
4486	LEAD PROJECT COORDINATOR (CDBG)	5	47,109.40	65,956.80	Administr	Professnls	26
4481	LEAD PROJECT COORDINATOR(LDG)	5	47,109.40	65,956.80	Administr	Professnls	26
2594	LEAD RISK ASSESSOR I	530	41,495.22	46,974.98	Nonexempt	Professnls	26
2595	LEAD RISK ASSESSOR II	541	43,908.54	52,068.90	Nonexempt	Professnls	26
2596	LEAD RISK ASSESSOR III	553	46,607.34	55,378.70	Nonexempt	Professnls	26
0386	LEAD TELLER	530	41,495.22	46,974.98	Nonexempt	Para-Prof	51
1914	LEAD WATER CHEMIST	559	53,630.72	61,842.04	Nonexempt	Professnls	26
5317	LEG FISCAL MGR-SR	12	73,626.54	103,076.74	Administr	Professnls	24
0455	LEGAL OFFICE ASSISTANT II	437	36,028.46	41,678.26	Nonexempt	Admin Supp	63
0456	LEGAL OFFICE ASSISTANT III	450	37,681.28	44,238.48	Nonexempt	Admin Supp	63
0457	LEGAL OFFICE ASSISTANT IV	475	40,589.12	48,720.62	Nonexempt	Admin Supp	63
0454	LEGAL OFFICE ASST I	415	31,289.18	36,537.54	Nonexempt	Admin Supp	62
4092	LEGISLATIVE ASSISTANT	2	38,902.24	54,455.18	Nonexempt	Professnls	28
4922	LEGISLATIVE COORDINATOR	8	57,028.14	79,836.38	Administr	Professnls	24
5134	LEGISLATIVE COOR-SR	10	64,804.74	90,728.04	Administr	Professnls	24

4351	LEGISLATIVE FISCAL ANALYST-ASSC	4	44,194.28	61,870.64	Administr	Professnls	24
4784	LEGISLATIVE FISCAL ANALYST-LEAD	7	53,518.66	74,921.86	Administr	Professnls	24
4671	LEGISLATIVE FISCAL ANALYST-SR	6	50,206.00	70,295.16	Administr	Professnls	24
5224	LEGISLATIVE FISCAL MGR	11	69,089.54	96,721.82	Administr	Professnls	24
5748	LEGISLATIVE LIAISON DIR	17	101,293.66	141,814.92	Executive	Officl/Adm	10
4483	LEGISLATIVE LIBRARY MANAGER	5	47,109.40	65,956.80	Executive	Officl/Adm	12
5225	LEGISLATIVE REF BUR MGR	11	69,089.54	96,721.82	Executive	Officl/Adm	11
4923	LEGISLATIVE RESEARCH SUPVR	8	57,028.14	79,836.38	Executive	Officl/Adm	12
3025	LEGISLATIVE SERVICES AIDE	929	12.02	12.68	Nonexempt	Admin Supp	66
2606	LIBRARIAN I	528	39,951.60	46,569.38	Nonexempt	Professnls	29
2607	LIBRARIAN II	544	45,210.36	52,860.60	Nonexempt	Professnls	29
2608	LIBRARIAN III	557	49,213.84	57,138.90	Nonexempt	Professnls	29
2623	LIBRARIAN INTERN	510	37,726.52	41,863.12	Nonexempt	Para-Prof	51
2609	LIBRARIAN IV	565	52,959.66	62,123.10	Administr	Professnls	29
5026	LIBRARIAN V	9	60,809.06	85,129.46	Executive	Officl/Adm	12
4782	LIBRARY BRANCH MGR	7	53,518.66	74,921.86	Executive	Officl/Adm	12
5025	LIBRARY BUSINESS OPRS MGR	9	60,809.06	85,129.46	Executive	Officl/Adm	11
2630	LIBRARY CIRCULATION AIDE	906	7.75	9.46	Nonexempt	Admin Supp	65
2636	LIBRARY CIRCULATION ASST II	424	31,289.18	37,463.92	Nonexempt	Admin Supp	62
2637	LIBRARY CIRCULATION ASST III	445	36,902.06	40,836.38	Nonexempt	Admin Supp	63
2638	LIBRARY EDU OUTREACH SPEC	557	49,213.84	57,138.90	Nonexempt	Professnls	26
4924	LIBRARY FACILITIES MANAGER	8	57,028.14	79,836.38	Executive	Officl/Adm	13
4783	LIBRARY PERSONNEL OFF	7	53,518.66	74,921.86	Executive	Officl/Adm	12
5319	LIBRARY PUBLIC SERVS AREA MGR	11	69,089.54	96,721.82	Executive	Officl/Adm	11
2641	LIBRARY REFERENCE ASSISTANT	504	35,362.60	40,836.38	Nonexempt	Para-Prof	51
2619	LIBRARY SECURITY INVESTIGTR	545	45,210.36	51,823.72	Nonexempt	Para-Prof	51
2640	LIBRARY SERVICES ASST	504	35,362.60	40,836.38	Nonexempt	Para-Prof	51
5318	LIBRARY TECHNICAL SERVICES MGR	12	73,626.54	103,076.74	Executive	Officl/Adm	11
2645	LIBRARY TECHNICIAN I	400	25,652.12	32,102.98	Nonexempt	Admin Supp	61

2646	LIBRARY TECHNICIAN II	410	29,779.88	35,040.98	Nonexempt	Admin Supp	61
2647	LIBRARY TECHNICIAN III	425	33,865.00	37,463.92	Nonexempt	Admin Supp	62
2648	LIBRARY TECHNICIAN IV	530	41,495.22	46,974.98	Nonexempt	Para-Prof	51
2649	LIBRARY TECHNOLOGY SPECIALIST	504	35,362.60	40,836.38	Nonexempt	Para-Prof	51
2650	LIBRARY YOUTH EDUCATOR	592	40,018.94	48,020.70	Nonexempt	Professnls	28
4339	LICENSE COORDINATOR	4	44,194.28	61,870.64	Executive	Officl/Adm	12
4639	LICENSE DIV ASST MGR	9	60,809.06	85,129.46	Executive	Officl/Adm	12
5027	LICENSE DIVISION MANAGER	11	69,089.54	96,721.82	Executive	Officl/Adm	11
0462	LICENSE SPECIALIST	455	38,595.18	43,028.18	Nonexempt	Admin Supp	63
5137	LONG RANGE PLANNING MGR	10	64,804.74	90,728.04	Professnl	Professnls	21
0836	MACHINE REPAIRPERSON	287	46,420.92	56,291.56	Nonexempt	Skill Crft	72
0841	MACHINERY TECHNICIAN	268	43,368.00	49,406.24	Nonexempt	Skill Crft	72
0833	MACHINIST I	282	47,171.80	54,116.66	Nonexempt	Skill Crft	74
1126	MACHINIST II	698	50,620.70	58,136.78	Nonexempt	Skill Crft	74
4925	MAIG REGIONAL COORDINATOR	6	50,206.00	70,295.16	Administr	Professnls	26
0467	MAIL PROCESSOR (ALEASP)	424	29,478.54	35,295.78	Nonexempt	Admin Supp	62
0467	MAIL PROCESSOR (DC 48)	424	31,289.18	37,463.92	Nonexempt	Admin Supp	62
0810	MAINTENANCE TECHNICIAN I	252	40,676.48	45,424.60	Nonexempt	Technicns	34
0811	MAINTENANCE TECHNICIAN II	258	41,491.32	47,047.52	Nonexempt	Technicns	34
0813	MAINTENANCE TECHNICIAN III	268	43,368.00	49,406.24	Nonexempt	Technicns	34
4328	MANAGEMENT ACCOUNTANT-SR	4	44,194.28	61,870.64	Professnl	Professnls	22
4474	MANAGEMENT ACCTG SPEC	5	47,109.40	65,956.80	Professnl	Professnls	22
5320	MANAGEMENT CIVIL ENG - SR	12	73,626.54	103,076.74	Executive	Officl/Adm	14
4786	MANAGEMENT LIBRARIAN	7	53,518.66	74,921.86	Executive	Officl/Adm	12
4787	MANAGEMENT SERV ANALYST	7	53,518.66	74,921.86	Administr	Professnls	22
4202	MANAGEMENT SERVICES ADJUSTER	5	47,109.40	65,956.80	Administr	Professnls	24
4203	MANAGEMENT SERVICES SPEC	3	41,457.52	58,036.94	Nonexempt	Professnls	24
4785	MANAGER OF NURSING PRACTICE	7	53,518.66	74,921.86	Professnl	Professnls	26
0600	MARKET ANALYST	592	40,018.94	48,020.70	Nonexempt	Professnls	24

5227	MARKETING DEV SERVICES MGR	11	69,089.54	96,721.82	Executive	Officl/Adm	12
5030	MARKTG & PUBLIC RELATIONS OFFR	9	60,809.06	85,129.46	Executive	Officl/Adm	12
5900	MAYOR	20			NOT COV	No EEO-4	0
5138	MAYOR'S LIAISON OFFICER	9	60,809.06	85,129.46	Administr	Professnls	24
2944	MBR STANDARDS & APPLS CO	36	2,999.88	2,999.88	NOT COV	No EEO-4	0
2922	MBR, ERS ANNUITY & PENSION BD	36	2,999.88	2,999.88	NOT COV	No EEO-4	0
4789	MCHVP PROGRAM MANAGER	7	53,518.66	74,921.86	Executive	Officl/Adm	14
4476	MECH MAINT SUPVR	5	47,109.40	65,956.80	Executive	Officl/Adm	13
1845	MECHANICAL ENGINEER I	624	50,097.84	59,792.20	Nonexempt	Professnls	21
1846	MECHANICAL ENGINEER II	626	56,940.52	67,909.92	Nonexempt	Professnls	21
1847	MECHANICAL ENGINEER III	628	64,697.10	77,133.68	Nonexempt	Professnls	21
5322	MECHANICAL ENGINEER IV	12	73,626.54	103,076.74	Executive	Officl/Adm	14
1836	MECHANICAL PLAN EXAMINER II	796	55,624.40	73,693.88	Nonexempt	Professnls	21
1837	MECHANICAL PLAN EXAMINER III	798	64,697.10	83,769.92	Nonexempt	Professnls	21
4495	MEDICAL ASST PROGRAM SUPVR	5	47,109.40	65,956.80	Executive	Officl/Adm	12
1920	MEDICAL LABORATORY TECH	635	37,108.76	42,556.02	Nonexempt	Technics	34
2939	MEMBER BOARD OF REVIEW	40	6,349.98	6,349.98	NOT COV	No EEO-4	0
2942	MEMBER CITY PLAN COMM	36	2,999.88	2,999.88	NOT COV	No EEO-4	0
2936	MEMBER, BRD OF ZONING APPL	37	4,200.04	4,200.04	NOT COV	No EEO-4	0
0867	METAL FABRICATOR	270	44,215.08	50,253.58	Nonexempt	Skill Crft	74
0355	METER READER-COMMERCIAL	360	40,469.00	45,577.48	Nonexempt	Admin Supp	64
4640	MGMT & ACCT OFFICER	6	50,206.00	70,295.16	Administr	Professnls	22
1904	MICROBIOLOGIST I	640	39,603.72	44,864.82	Nonexempt	Professnls	26
1905	MICROBIOLOGIST II	642	46,420.92	56,291.56	Nonexempt	Professnls	26
1906	MICROBIOLOGIST III	644	53,594.32	65,123.24	Nonexempt	Professnls	26
0163	MICROCOMPUTER SERV ASST	460	39,507.26	44,276.96	Nonexempt	Admin Supp	63
5749	MILWAUKEE PUBLIC LIBRARY DIR	17	101,293.66	141,814.92	Executive	Officl/Adm	10
3026	MUNICIPAL COURT CLERK I	540	43,908.54	50,146.72	Nonexempt	Admin Supp	63
3029	MUNICIPAL COURT CLERK II	555	48,133.02	54,958.28	Nonexempt	Admin Supp	63

2960	MUNICIPAL COURT COMMISSINR	950	46.95	46.95	Nonexempt	Professnls	25
5658	MUNICIPAL JUDGE	16			NOT COV	No EEO-4	0
5750	MUNICIPAL PORT DIRECTOR	17	101,293.66	141,814.92	Executive	Officl/Adm	10
4645	NEIGHBORHD DEVELOPMT SPEC	6	50,206.00	70,295.16	Administr	Professnls	27
2541	NEIGHBORHOOD IMPRVMT PROJ INSP	549	51,455.30	60,431.80	Nonexempt	Technicns	31
2655	NEIGHBORHOOD LIBRARY SERV ASST	460	39,507.26	44,276.96	Nonexempt	Para-Prof	51
5415	NEIGHBORHOOD SERVS OPERS MGR	14	83,653.18	117,118.30	Executive	Officl/Adm	11
5323	NEIGHBORHOODS BUSINESS DEV MGR	12	73,626.54	103,076.74	Executive	Officl/Adm	12
4961	NEIGHBRHD IMPRVMT PROJECT MGR	8	57,028.14	79,836.38	Executive	Officl/Adm	14
4932	NETWORK ADMINISTRATOR	8	57,028.14	79,836.38	Executive	Officl/Adm	12
4932	NETWORK ADMINISTRATOR (Other Depts)	8	57,028.14	79,836.38	Administr	Professnls	23
0184	NETWORK ANALYST-ASSISTANT	596	49,472.02	60,079.50	Nonexempt	Professnls	23
0185	NETWORK ANALYST-ASSOCIATE	598	55,374.02	67,257.84	Nonexempt	Professnls	23
0186	NETWORK ANALYST-SENIOR	591	62,009.48	75,346.44	Nonexempt	Professnls	23
4338	NETWORK COORDINATOR ASSOCIATE	4	44,194.28	61,870.64	Computer	Professnls	23
4099	NETWORK COORDINATOR-ASST	2	38,902.24	54,455.18	Nonexempt	Professnls	23
4646	NETWORK COORDINATOR-SENIOR	6	50,206.00	70,295.16	Administr	Professnls	23
5140	NETWORK MANAGER	10	64,804.74	90,728.04	Executive	Officl/Adm	12
0179	NETWORK SERVICE COORD-SR	596	49,472.02	60,079.50	Nonexempt	Professnls	23
4962	NSP PROGRAM COORDINATOR	8	57,028.14	79,836.38	Administr	Professnls	27
2586	NUISANCE CONTROL OFFICER I	500	35,362.60	39,874.90	Nonexempt	Professnls	27
2587	NUISANCE CONTROL OFFICER II	516	38,595.18	43,837.04	Nonexempt	Professnls	27
4638	NUISANCE CONTROL SUPERVISOR	6	50,206.00	70,295.16	Executive	Officl/Adm	13
2223	NURSE PRACTITIONER-STD/HIV PRG	670	55,882.84	67,624.44	Nonexempt	Professnls	26
1055	NURSERY SPECIALIST	238	37,833.38	41,791.36	Nonexempt	Skill Crft	74
2109	NUTRITIONIST	594	45,939.66	55,741.92	Nonexempt	Professnls	26
4484	NUTRITIONIST COORDINATOR	5	47,109.40	65,956.80	Administr	Professnls	26
0477	OFFICE ASSISTANT I (ALEASP)	400	24,174.28	30,252.56	Nonexempt	Admin Supp	61
0477	OFFICE ASSISTANT I (DC 48)	400	25,652.12	32,102.98	Nonexempt	Admin Supp	61

0477	OFFICE ASSISTANT I (LOCAL 61)	400	24,733.28	31,315.96	Nonexempt	Admin Supp	61
0478	OFFICE ASSISTANT II (ALEASP)	410	28,063.36	32,676.54	Nonexempt	Admin Supp	62
0478	OFFICE ASSISTANT II (DC 48)	410	29,779.88	35,040.98	Nonexempt	Admin Supp	61
0478	OFFICE ASSISTANT II (LOCAL 61)	410	29,241.68	34,433.36	Nonexempt	Admin Supp	61
0479	OFFICE ASSISTANT III (ALEASP)	425	31,914.74	35,305.40	Nonexempt	Admin Supp	63
0479	OFFICE ASSISTANT III (DC 48)	425	33,865.00	37,463.92	Nonexempt	Admin Supp	62
0480	OFFICE ASSISTANT IV (ALEASP)	445	34,776.30	38,483.64	Nonexempt	Admin Supp	63
0480	OFFICE ASSISTANT IV (DC 48)	445	36,902.06	40,836.38	Nonexempt	Admin Supp	63
0480	OFFICE ASSISTANT IV (LOCAL61)	445	36,798.32	40,579.76	Nonexempt	Admin Supp	63
0473	OFFICE CLERK I	400	25,652.12	32,102.98	Nonexempt	Admin Supp	61
0474	OFFICE CLERK II	410	29,779.88	35,040.98	Nonexempt	Admin Supp	61
0487	OFFICE COORDINATOR (ALEASP)	460	37,221.34	41,714.92	Nonexempt	Para-Prof	51
0487	OFFICE COORDINATOR (DC 48)	460	39,507.26	44,276.96	Nonexempt	Para-Prof	51
0486	OFFICE COORDINATOR II	525	40,469.00	45,577.48	Nonexempt	Para-Prof	51
4021	OFFICE SUPERVISOR I	1	36,504.78	51,105.86	Nonexempt	Professnls	24
4101	OFFICE SUPERVISOR II	2	38,902.24	54,455.18	Nonexempt	Professnls	24
5032	OPERATIONS & DISPATCH MANAGER	9	60,809.06	85,129.46	Executive	Officl/Adm	13
5139	OPERATIONS & MAINTENANCE MGR	10	64,804.74	90,728.04	Executive	Officl/Adm	13
0169	OPERATIONS ANALYST	595	47,652.28	57,867.68	Nonexempt	Para-Prof	51
5825	OPERATIONS DIVISION DIRECTOR	18	107,973.32	151,159.06	Executive	Officl/Adm	10
5075	OPERATIONS MANAGER-DVLPMNT CTR	9	60,809.06	85,129.46	Executive	Officl/Adm	14
1551	PAINTER	981	54,974.40	54,974.40	Nonexempt	Skill Crft	73
1555	PAINTER LDWKR-BRIDGE & IRON	987	56,825.60	56,825.60	Nonexempt	Skill Crft	71
1552	PAINTER LEADWORKER, HOUSE	983	55,764.80	55,764.80	Nonexempt	Skill Crft	71
1611	PAINTER SUPERVISOR, HOUSE	985	61,193.60	61,193.60	Nonexempt	Skill Crft	71
1612	PAINTER SUPVR, IRONWORK	988	62,670.40	62,670.40	Nonexempt	Skill Crft	71
1554	PAINTER, BRIDGE AND IRON	984	56,451.20	56,451.20	Nonexempt	Skill Crft	73
0458	PARALEGAL	594	45,939.66	55,741.92	Nonexempt	Para-Prof	51
2416	PARAMEDIC FIELD LIEUTNT	856	60,434.40	70,508.88	Executive	Officl/Adm	14

2419	PARAMEDIC LIEUTENANT	856	60,434.40	70,508.88	Executive	Officl/Adm	14
2393	PARKING CHECKER (ALEASP)	490	29,592.16	35,830.60	Nonexempt	Admin Supp	64
4665	PARKING CITATION REVIEW MGR	6	50,206.00	70,295.16	Administr	Professnls	24
4661	PARKING ENFORCEMENT ASST MGR	6	50,206.00	70,295.16	Executive	Officl/Adm	13
5142	PARKING ENFORCEMENT MANAGER	10	64,804.74	90,728.04	Executive	Officl/Adm	13
4342	PARKING ENFORCEMENT SUPERVISOR	4	44,194.28	61,870.64	Executive	Officl/Adm	13
5045	PARKING FINANCIAL MANAGER	9	60,809.06	85,129.46	Executive	Officl/Adm	12
0856	PARKING METER TECHNICIAN	245	39,174.72	43,309.76	Nonexempt	Technicns	34
0857	PARKING METER TECHNICIAN-LEAD	260	41,828.02	47,058.96	Nonexempt	Technicns	34
1880	PARKING OPERATIONS COORDINATOR	621	54,562.56	64,671.36	Nonexempt	Professnls	24
4487	PARKING OPERATIONS SUPERVISOR	5	47,109.40	65,956.80	Executive	Officl/Adm	13
0410	PAY SERVICES SPECIALIST	540	43,908.54	50,146.72	Nonexempt	Para-Prof	51
4648	PENSION ACCTG SPEC	6	50,206.00	70,295.16	Professnl	Professnls	22
4934	PENSION INVESTMENT ANALYST	10	64,804.74	90,728.04	Administr	Professnls	22
4023	PENSION SPECIALIST	1	36,504.78	51,105.86	Nonexempt	Professnls	22
4207	PENSION SPECIALIST-SENIOR	3	41,457.52	58,036.94	Nonexempt	Professnls	22
5325	PERMIT & DEV CENTER MGR	12	73,626.54	103,076.74	Executive	Officl/Adm	11
4491	PERMITS & COMM SPEC	5	47,109.40	65,956.80	Administr	Professnls	24
5034	PERMITS & COMMUN MGR	9	60,809.06	85,129.46	Administr	Professnls	24
4208	PERSONNEL ANALYST	3	41,457.52	58,036.94	Nonexempt	Professnls	28
4490	PERSONNEL ANALYST - SR	5	47,109.40	65,956.80	Administr	Professnls	28
4652	PERSONNEL OFFICER	6	50,206.00	70,295.16	Executive	Officl/Adm	12
0323	PERSONNEL PAYROLL ASST I	435	35,362.60	38,962.56	Nonexempt	Admin Supp	63
0324	PERSONNEL PAYROLL ASST II	445	36,902.06	40,836.38	Nonexempt	Admin Supp	63
0325	PERSONNEL PAYROLL ASST III	460	39,507.26	44,276.96	Nonexempt	Para-Prof	51
2118	PHYSICIAN FIRE	50	14,959.62	14,959.62	Nonexempt	Professnls	26
2119	PHYSICIAN POLICE	50	14,959.62	14,959.62	Nonexempt	Professnls	26
1852	PLAN EXAMINER II	625	55,624.40	73,693.88	Nonexempt	Professnls	21
1850	PLAN EXAMINER III	629	64,697.10	83,769.92	Professnl	Professnls	21

1851	PLAN EXAMINER SPECIALIST	556	48,133.02	58,689.54	Nonexempt	Professnls	21
4797	PLANT & EQUIP REPAIR SUPR	7	53,518.66	74,921.86	Executive	Officl/Adm	13
4793	PLANT AUTOMATION SPECIALIST	7	53,518.66	74,921.86	Executive	Officl/Adm	14
4936	PLUMBING INSP SUPVR	9	60,809.06	85,129.46	Executive	Officl/Adm	14
2566	PLUMBING INSPECTOR I	785	54,611.70	61,466.34	Nonexempt	Technicns	31
2567	PLUMBING INSPECTOR II	788	59,676.24	63,310.00	Nonexempt	Technicns	31
2343	POLICE AIDE	480	22,862.06	31,586.88	Nonexempt	Admin Supp	61
2369	POLICE ALARM OPERATOR	804	62,007.40	66,005.42	Nonexempt	Protct/Svc	43
2329	POLICE AUDIOVISUAL SPEC	813	67,839.20	82,289.22	Nonexempt	Protct/Svc	43
5231	POLICE BUDGET & ADMIN MGR	11	69,089.54	96,721.82	Executive	Officl/Adm	11
5233	POLICE DEPT PERSONNEL ADMIN	11	69,089.54	96,721.82	Executive	Officl/Adm	11
2378	POLICE DISPATCHER (ALEASP)	478	35,490.78	47,360.04	Nonexempt	Admin Supp	63
0482	POLICE DISTRICT OFFICE ASST (ALEASP)	410	28,063.36	32,676.54	Nonexempt	Admin Supp	62
5328	POLICE FACILITIES MANAGER	10	64,804.74	90,728.04	Executive	Officl/Adm	13
5232	POLICE FINANCE & PLANNING MGR	11	69,089.54	96,721.82	Administr	Professnls	22
5326	POLICE FLEET MANAGER	7	53,518.66	74,921.86	Executive	Officl/Adm	13
2330	POLICE ID SUPERVISOR	835	65,756.05	79,809.33	Executive	Officl/Adm	14
5475	POLICE INFORMATION SYSTEMS DIR	16	95,030.26	133,049.02	Executive	Officl/Adm	11
2373	POLICE LIEUTENANT	836	68,350.68	82,967.11	Executive	Officl/Adm	14
2342	POLICE OFFICER	801	46,991.62	63,230.44	Nonexempt	Protct/Svc	41
4654	POLICE PAYROLL SUPERVISOR	6	50,206.00	70,295.16	Executive	Officl/Adm	12
2348	POLICE SERGEANT	831	58,553.30	71,051.16	Executive	Officl/Adm	14
2347	POLICE SERVICES ASST	498	33,134.40	38,792.00	Nonexempt	Para-Prof	52
2340	POLICE SERVICES SPECIALIST	939	28,059.20	29,494.40	Nonexempt	Admin Supp	61
2344	POLICE SERVICES SPEC-INVEST	465	33,176.00	44,657.60	Nonexempt	Para-Prof	52
2381	POLICE TELECOMMUN (SEAS)	928	12.24	15.18	Nonexempt	Admin Supp	62
2380	POLICE TELECOMMUNICATOR (ALEASP)	425	31,914.74	35,305.40	Nonexempt	Admin Supp	64
5230	POLICY AND ADMINISTRATION MGR	11	69,089.54	96,721.82	Administr	Professnls	24
5585	POLICY PLANNING COORD	13	78,468.52	109,863.78	Executive	Officl/Adm	10

4940	PORT FACILITIES SUPERVISOR	8	57,028.14	79,836.38	Executive	Officl/Adm	13
5038	PORT FINANCE OFFICER	9	60,809.06	85,129.46	Professnl	Professnls	22
5229	PORT MARKETING MANAGER	11	69,089.54	96,721.82	Executive	Officl/Adm	12
0898	PORT MECHANIC	280	49,311.08	49,311.08	Nonexempt	Skill Crft	72
5329	PORT OPERATIONS MANAGER	12	73,626.54	103,076.74	Executive	Officl/Adm	13
4798	PRINCIPAL PLANNER	7	53,518.66	74,921.86	Administr	Professnls	21
0969	PRINTER (ALEASP)	260	41,828.02	47,058.96	Nonexempt	Skill Crft	74
0969	PRINTER (DC 48)	260	41,828.02	47,058.96	Nonexempt	Skill Crft	74
4493	PRNTNG,STORES & BLDG SERV SUPR	5	47,109.40	65,956.80	Executive	Officl/Adm	13
4657	PROCUREMENT ADMINISTRATOR	6	50,206.00	70,295.16	Administr	Professnls	24
4496	PROCUREMENT SPECIALIST	5	47,109.40	65,956.80	Administr	Professnls	24
0657	PRODUCTION ASSISTANT	924	11.00	13.52	Nonexempt	Technicns	34
0163	PRODUCTION DESIGNER II	535	42,660.02	48,501.70	Nonexempt	Skill Crft	74
2570	PRODUCTION TECHNICIAN	505	36,902.06	40,836.38	Nonexempt	Technicns	34
0488	PROGRAM ASSISTANT I (DC 48)	460	39,507.26	44,276.96	Nonexempt	Para-Prof	51
0488	PROGRAM ASSISTANT I (LOCAL 61)	460	39,507.26	44,276.96	Nonexempt	Para-Prof	51
0489	PROGRAM ASSISTANT II (DC 48)	530	41,495.22	46,974.98	Nonexempt	Para-Prof	51
0489	PROGRAM ASSISTANT II (LOCAL 61)	530	41,394.86	46,861.62	Nonexempt	Para-Prof	51
0490	PROGRAM ASSISTANT III	550	46,607.34	53,328.08	Nonexempt	Para-Prof	51
4656	PROGRAM MANAGER	6	50,206.00	70,295.16	Administr	Professnls	24
0175	PROGRAMMER ANALYST	598	55,374.02	67,257.84	Nonexempt	Professnls	23
0118	PROGRAMMER I	515	36,215.66	44,276.96	Nonexempt	Technicns	32
0119	PROGRAMMER II	556	48,133.02	58,689.54	Nonexempt	Technicns	32
0128	PROGRAMMER TRAINEE	435	35,362.60	38,962.56	Nonexempt	Admin Supp	63
4353	PROJECT COORDINATOR-BIG	4	44,194.28	61,870.64	Administr	Professnls	26
5331	PROJECT MGR-MILWAUKEE SHINES	8	57,028.14	79,836.38	Administr	Professnls	24
0371	PROPERTY APPRAISER	536	41,150.98	45,371.04	Nonexempt	Professnls	27
0464	PROPERTY ASSESSMENT TECHNICIAN	530	41,495.22	46,974.98	Nonexempt	Technicns	34
4726	PROPERTY MANAGEMENT PRG COORD	7	53,518.66	74,921.86	Administr	Professnls	27

0528	PROPERTY MANAGER	546	45,210.36	55,272.88	Nonexempt	Professnls	27
2218	PUB HEALTH AIDE-TUBERC CNTL	305	30,107.48	35,021.48	Nonexempt	Para-Prof	51
4804	PUB HLTH EMERG RESP PLNG COORD	7	53,518.66	74,921.86	Executive	Officl/Adm	14
5586	PUB HLTH LAB DIRECTOR	15	89,161.28	124,822.62	Executive	Officl/Adm	11
0658	PUBLIC DEBT SPECIALIST	580	74,548.76	104,367.64	Professnl	Professnls	22
2217	PUBLIC HEALTH AIDE	305	30,107.48	35,021.48	Nonexempt	Para-Prof	51
2124	PUBLIC HEALTH EDUCATOR I	592	40,018.94	48,020.70	Nonexempt	Professnls	26
2219	PUBLIC HEALTH NURSE	666	46,019.48	56,468.36	Nonexempt	Professnls	26
2221	PUBLIC HEALTH NURSE INTERN	665	37,236.16	43,182.10	Nonexempt	Professnls	26
4802	PUBLIC HEALTH NURSE SUPVR	7	53,518.66	74,921.86	Executive	Officl/Adm	14
2112	PUBLIC HEALTH SOCIAL WORKER	594	45,939.66	55,741.92	Nonexempt	Professnls	26
2125	PUBLIC HLTH EDUCATOR II	593	44,357.30	53,696.50	Nonexempt	Professnls	26
5037	PUBLIC INFO MGR	9	60,809.06	85,129.46	Executive	Officl/Adm	14
4801	PUBLIC RELATIONS MANAGER	9	60,809.06	85,129.46	Administr	Professnls	28
4658	PUBLIC RELATIONS SUPERVISOR	6	50,206.00	70,295.16	Executive	Officl/Adm	12
4937	PUBLIC WORKS ACCTG MGR	8	57,028.14	79,836.38	Executive	Officl/Adm	12
5479	PUBLIC WORKS COORD MGR	14	83,653.18	117,118.30	Executive	Officl/Adm	11
2576	PUBLIC WORKS INSPECTOR I	535	42,660.02	48,501.70	Nonexempt	Technicns	31
5333	PUBLIC WORKS IT MANAGER	12	73,626.54	103,076.74	Executive	Officl/Adm	12
5234	PUBLIC WORKS PERS ADMIN	12	73,626.54	103,076.74	Executive	Officl/Adm	11
2577	PUBLIC WRKS INSPECTOR II	540	43,908.54	55,219.06	Nonexempt	Technicns	31
4108	PURCHASING AGENT	2	38,902.24	54,455.18	Nonexempt	Professnls	24
4358	PURCHASING AGENT-SR	4	44,194.28	61,870.64	Administr	Professnls	24
4939	QUALITY ASSURANCE COORD	8	57,028.14	79,836.38	Administr	Professnls	24
1946	RADIOLOGIC TECHNOLOGIST	530	41,495.22	46,974.98	Nonexempt	Technicns	34
4660	REAL ESTATE SPECIALIST	6	50,206.00	70,295.16	Administr	Professnls	27
0535	REAL ESTATE SPECIALIST I	540	43,908.54	50,146.72	Nonexempt	Professnls	27
0536	REAL ESTATE SPECIALIST II	546	45,210.36	55,272.88	Nonexempt	Professnls	27
0465	RECORDS TECHNICIAN I	400	25,652.12	32,102.98	Nonexempt	Admin Supp	61

0466	RECORDS TECHNICIAN II	410	29,779.88	35,040.98	Nonexempt	Admin Supp	61
0493	RECYCLING ASSISTANT (LOCAL 61)	530	41,394.86	46,861.62	Nonexempt	Professnls	27
4808	RECYCLING SPECIALIST	7	53,518.66	74,921.86	Administr	Professnls	21
0584	RENT ASSISTANCE COORDINATOR	547	46,420.92	56,291.56	Nonexempt	Professnls	27
2544	RENT ASSISTANCE INSPECTOR	541	43,908.54	52,068.90	Nonexempt	Professnls	27
0580	RENT ASSISTANCE SPECIALIST I	530	41,495.22	46,974.98	Nonexempt	Professnls	27
0581	RENT ASSISTANCE SPECIALIST II	541	43,908.54	52,068.90	Nonexempt	Professnls	27
0582	RENT ASSISTANCE SPECIALIST III	546	45,210.36	55,272.88	Nonexempt	Professnls	27
4514	RENTAL REHAB SPEC	5	47,109.40	65,956.80	Administr	Professnls	27
5152	RESEARCH AND ANALYSIS MANAGER	10	64,804.74	90,728.04	Executive	Officl/Adm	12
4516	RESEARCH AND POLICY ANALYST	5	47,109.40	65,956.80	Administr	Professnls	24
0627	RESEARCH ASSISTANT	594	45,939.66	55,741.92	Nonexempt	Para-Prof	51
5044	RESEARCH SVCS SPEC	9	60,809.06	85,129.46	Administr	Professnls	24
4662	RESIDENTIAL REHAB SUPVR	6	50,206.00	70,295.16	Executive	Officl/Adm	14
4788	RETIREMENT PLAN MANAGER	10	64,804.74	90,728.04	Executive	Officl/Adm	12
0328	REVENUE & FINANCIAL SERVS ASST	577	50,834.94	71,175.78	Professnl	Professnls	22
5146	REVENUE & FINANCIAL SERVS SPEC	12	73,626.54	103,076.74	Executive	Officl/Adm	12
4825	REVENUE COLLECTION MANAGER	7	53,518.66	74,921.86	Executive	Officl/Adm	12
4114	SAFETY SPECIALIST	2	38,902.24	54,455.18	Nonexempt	Professnls	28
4366	SAFETY SPEC-SR	4	44,194.28	61,870.64	Administr	Professnls	28
4664	SAFETY SUPERVISOR	6	50,206.00	70,295.16	Executive	Officl/Adm	12
0217	SALVAGE & SALES COORD	540	43,908.54	50,146.72	Nonexempt	Para-Prof	51
5148	SANITATION AREA MANAGER	11	69,089.54	96,721.82	Executive	Officl/Adm	11
4810	SANITATION DISTRICT MGR	7	53,518.66	74,921.86	Executive	Officl/Adm	13
2583	SANITATION INSPECTOR (LOCAL 61)	500	35,362.60	38,962.56	Nonexempt	Technicns	31
5411	SANITATION SERVICES MANAGER	13	78,468.52	109,863.78	Executive	Officl/Adm	11
4370	SANITATION SUPERVISOR	4	44,194.28	61,870.64	Executive	Officl/Adm	13
2336	SCHOOL CROSSING GUARD	929	12.02	12.68	Nonexempt	Protct/Svc	42
2338	SCHOOL CROSSING GUARD DISPATCH	929	12.02	12.68	Nonexempt	Protct/Svc	42

2337	SCHOOL CROSSING GUARD OPERATOR	929	12.02	12.68	Nonexempt	Protct/Svc	42
4822	SCHOOL HEALTH MANAGER	7	53,518.66	74,921.86	Executive	Professnls	12
4369	SECRETARY, BD OF ZONING APLS	4	44,194.28	61,870.64	Executive	Officl/Adm	12
0754	SECURITY GUARD	325	34,652.80	38,962.56	Nonexempt	Protct/Svc	42
4669	SECURITY MANAGER	6	50,206.00	70,295.16	Executive	Officl/Adm	13
4959	SECURITY OPERATIONS MANAGER	8	57,028.14	79,836.38	Executive	Officl/Adm	13
3164	SENIOR PLANNER	576	54,590.64	64,597.52	Nonexempt	Professnls	21
0372	SENIOR PROPERTY APPRAISER	588	47,637.20	74,036.30	Nonexempt	Professnls	27
1245	SENIOR WATER TREATMT PLT OPER	291	47,622.64	62,285.86	Nonexempt	Technicns	34
1343	SEWER MAINT SCHEDULER	265	43,104.62	48,588.54	Nonexempt	Technicns	34
4365	SEWER MAINTENANCE PROGRAM MGR	5	47,109.40	65,956.80	Executive	Officl/Adm	13
1563	SEWER MASON	989	68,328.00	68,328.00	Nonexempt	Skill Crft	73
4517	SEWER OPERATIONS SUPVR	5	47,109.40	65,956.80	Executive	Officl/Adm	13
5047	SEWER SERVICE DISTRICT MGR	9	60,809.06	85,129.46	Executive	Officl/Adm	13
5407	SEWER SERVICES MANAGER	12	73,626.54	103,076.74	Executive	Officl/Adm	11
4823	SHOP AND MAINTENANCE SUPVR	7	53,518.66	74,921.86	Executive	Officl/Adm	13
2582	SIDEWALK REPAIR SPECIALIST	555	48,133.02	58,710.60	Nonexempt	Technicns	31
5049	SPEC ASST TO THE CITY ATTY	9	60,809.06	85,129.46	Executive	Officl/Adm	12
5048	SPEC ASST TO THE CITY TREAS	9	60,809.06	85,129.46	Executive	Officl/Adm	11
5050	SPEC ASST TO THE COMPTROLLR	9	60,809.06	85,129.46	Executive	Officl/Adm	12
5412	SPEC DEPUTY CITY TREASURER	13	78,468.52	109,863.78	Executive	Officl/Adm	11
5239	SPECIAL ASST TO MAYOR	10	64,804.74	90,728.04	Administr	Professnls	24
2518	SPECIAL ENFORCEMENT INSP	572	48,133.02	57,074.94	Nonexempt	Professnls	27
5336	SPECIAL ENFORCEMENT MANAGER	10	64,804.74	90,728.04	Executive	Officl/Adm	11
2563	SPRINKLER CONS INSPECTOR II	589	58,671.08	66,034.80	Nonexempt	Technicns	31
2562	SPRINKLER CONST INSPECTOR I	549	51,455.30	60,431.80	Nonexempt	Technicns	31
3165	SR PLANNER-ARCH DESIG	576	54,590.64	64,597.52	Nonexempt	Professnls	21
4674	STAFF ASSISTANT	6	50,206.00	70,295.16	Administr	Professnls	24
5151	STAFF ASSISTANT MANAGER	9	60,809.06	85,129.46	Administr	Professnls	24

4944	STAFF ASST - SENIOR (Other Depts)	8	57,028.14	79,836.38	Executive	Officl/Adm	12
4944	STAFF ASST - SENIOR (Police)	8	57,028.14	79,836.38	Administr	Professnls	24
5052	STAFF ASST TO THE MAYOR-SENIOR	7	53,518.66	74,921.86	Administr	Professnls	24
4812	STAFF AST-COMM COUN PRES	7	53,518.66	74,921.86	Administr	Professnls	24
5054	STRATEGIC DEVELOPMENT MANAGER	9	60,809.06	85,129.46	Administr	Professnls	24
5487	STREET & BRIDGES SERV MGR	13	78,468.52	109,863.78	Executive	Officl/Adm	11
4519	STREET OPERATIONS SUPVR	5	47,109.40	65,956.80	Executive	Officl/Adm	13
5053	STREET REPAIR DISTRICT MGR	9	60,809.06	85,129.46	Executive	Officl/Adm	13
4374	STREET REPAIR SUPERVISOR	4	44,194.28	61,870.64	Executive	Officl/Adm	13
5337	STRUCTURAL DESIGN MANAGER	12	73,626.54	103,076.74	Executive	Officl/Adm	14
4373	SYSTEMS ANALYST-ASSISTANT	4	44,194.28	61,870.64	Computer	Professnls	23
5058	SYSTEMS ANALYST-LEAD	9	60,809.06	85,129.46	Computer	Professnls	23
5240	SYSTEMS ANALYST-PROJECT LDR (Assessor's)	11	69,089.54	96,721.82	Executive	Officl/Adm	12
5240	SYSTEMS ANALYST-PROJECT LDR (DOA)	11	69,089.54	96,721.82	Computer	Professnls	23
4946	SYSTEMS ANALYST-SENIOR	8	57,028.14	79,836.38	Computer	Professnls	23
4819	SYSTEMS COORDINATOR	7	53,518.66	74,921.86	Administr	Professnls	23
4943	SYSTEMS SECURITY ADMINISTRATOR	8	57,028.14	79,836.38	Administr	Professnls	23
0408	TAX ENFORCEMENT SPECIALIST	540	43,908.54	50,146.72	Nonexempt	Admin Supp	63
4380	TECHNICAL SERVICES SUPERVISOR	4	44,194.28	61,870.64	Executive	Officl/Adm	13
4681	TELECOMM ANALYST ASSOC	6	50,206.00	70,295.16	Computer	Professnls	23
5242	TELECOMMUNCATNS ANLST PROJ LDR	11	69,089.54	96,721.82	Administr	Professnls	23
4947	TELECOMMUNICATIONS ANALYST-SR	8	57,028.14	79,836.38	Administr	Professnls	23
4376	TELECOMMUNICATIONS ANLYST-ASST	4	44,194.28	61,870.64	Computer	Professnls	23
5155	TELECOMMUNICATIONS ENG	10	64,804.74	90,728.04	Computer	Professnls	23
5491	TELECOMMUNICATIONS MGR	14	83,653.18	117,118.30	Executive	Officl/Adm	11
4529	TELECOMMUNICATIONS SPEC	5	47,109.40	65,956.80	Executive	Officl/Adm	12
4682	TELECOMMUNICATIONS SUPERVISOR	6	50,206.00	70,295.16	Executive	Officl/Adm	12
2825	TELEVISION PRODUCTION SPEC I	500	35,362.60	38,962.56	Nonexempt	Technicns	34
2826	TELEVISION PRODUCTION SPEC II	515	36,215.66	44,276.96	Nonexempt	Technicns	34

0384	TELLER	445	36,902.06	40,836.38	Nonexempt	Admin Supp	63
0381	TELLER-WATER II	435	35,362.60	38,962.56	Nonexempt	Admin Supp	63
0444	TEMP CUSTOMER SERV REP I	425	16.28	16.28	Nonexempt	Admin Supp	66
0469	TEMP DOCUMENT SERVICES ASST	918	8.98	10.47	Nonexempt	Admin Supp	66
1016	TEMPORARY ELECTION LABORER	205	14.73	14.73	Nonexempt	Serv/Maint	89
0483	TEMPORARY OFFICE ASST I	400	12.33	12.33	Nonexempt	Admin Supp	66
0484	TEMPORARY OFFICE ASST II	410	14.32	14.32	Nonexempt	Admin Supp	66
0485	TEMPORARY OFFICE ASST III	425	16.28	16.28	Nonexempt	Admin Supp	66
4221	TEST ADMINISTRATION COORD	3	41,457.52	58,036.94	Nonexempt	Professnls	28
4531	TOBACCO CONTROL PROGRAM COORD	5	47,109.40	65,956.80	Administr	Professnls	26
1403	TOW LOT ASSISTANT I	415	31,289.18	36,537.54	Nonexempt	Admin Supp	62
1402	TOW LOT ASSISTANT II	435	35,362.60	38,962.56	Nonexempt	Admin Supp	63
1401	TOW LOT ASSISTANT III	445	36,902.06	40,836.38	Nonexempt	Admin Supp	63
1400	TOW LOT ASSISTANT IV	460	39,507.26	44,276.96	Nonexempt	Para-Prof	51
4377	TOW LOT ASSISTANT MGR	6	50,206.00	70,295.16	Executive	Officl/Adm	13
4942	TOW LOT MANAGER	9	60,809.06	85,129.46	Executive	Officl/Adm	13
4381	TOW LOT SUPERVISOR	4	44,194.28	61,870.64	Executive	Officl/Adm	13
0610	TRADE DEVELOPMENT ASST	508	35,784.84	41,225.34	Nonexempt	Para-Prof	51
4224	TRADE DEVELOPMENT REP.	5	47,109.40	65,956.50	Administr	Professnls	24
4831	TRADE DEVELOPMENT REP-SR	7	53,518.66	74,921.86	Administr	Professnls	24
5344	TRAF CONTROL ENGR IV	12	73,626.54	103,076.74	Executive	Officl/Adm	14
5410	TRAF CONTROL ENGR V	13	78,468.52	109,863.78	Executive	Officl/Adm	14
1895	TRAFFIC CONTROL ASSISTANT	927	12.83	15.25	Nonexempt	Admin Supp	65
1869	TRAFFIC CONTROL ENG I	624	50,097.84	59,792.20	Nonexempt	Professnls	21
1870	TRAFFIC CONTROL ENG II	626	56,940.52	67,909.92	Nonexempt	Professnls	21
1871	TRAFFIC CONTROL ENGINEER III	628	64,697.10	77,133.68	Nonexempt	Professnls	21
0491	TRANSCRIPTIONIST II (ALEASP)	410	28,063.36	32,676.54	Nonexempt	Admin Supp	61
0492	TRANSCRIPTIONIST III (ALEASP)	425	31,914.74	35,305.40	Nonexempt	Admin Supp	62
1005	URBAN FORESTRY CREW LDR	282	47,171.80	54,116.66	Nonexempt	Skill Crft	71

5245	URBAN FORESTRY DIST MGR	11	69,089.54	96,721.82	Executive	Officl/Adm	11
2571	URBAN FORESTRY INSPECTOR	530	41,495.22	46,974.98	Nonexempt	Technicns	31
1006	URBAN FORESTRY INTERN	926	11.67	13.24	Nonexempt	Admin Supp	65
4833	URBAN FORESTRY MANAGER	7	53,518.66	74,921.86	Executive	Officl/Adm	13
1002	URBAN FORESTRY SPEC TR	210	32,581.90	38,127.96	Nonexempt	Skill Crft	74
1001	URBAN FORESTRY SPECIALIST	255	41,152.80	45,921.98	Nonexempt	Skill Crft	74
4379	URBAN FORESTRY SUPERVISOR	4	44,194.28	61,870.64	Executive	Officl/Adm	13
1314	URBAN FORESTRY TECHNICIAN	560	51,455.30	58,747.52	Nonexempt	Technicns	34
4683	UTILITIES SERVICES LIAISON	6	50,206.00	70,295.16	Administr	Professnls	24
1111	VEHICLE OPERATIONS INSTRUCTOR	856	60,434.40	70,508.88	Executive	Officl/Adm	14
2405	VEHICLE OPERS TRAINING COORD	857	67,839.20	82,289.22	Executive	Officl/Adm	14
4126	VEHICLE SALVAGE SUPERVISOR	4	44,194.28	61,870.64	Executive	Officl/Adm	13
0805	VEHICLE SERV TECH - HEAVY	260	41,828.02	47,058.96	Nonexempt	Skill Crft	72
0806	VEHICLE SERVICES TECHNICIAN	254	39,642.98	45,921.98	Nonexempt	Skill Crft	72
0817	VIDEO ELECTRONIC TECHNICIAN	290	46,324.72	56,682.00	Nonexempt	Technicns	34
5136	VIOLENCE RDCTN & PRV INIT MGR	10	64,804.74	90,728.04	Executive	Officl/Adm	14
1929	VIROLOGIST I	640	39,603.72	44,864.82	Nonexempt	Professnls	26
1930	VIROLOGIST II	642	46,420.92	56,291.56	Nonexempt	Professnls	26
1931	VIROLOGIST III	644	53,594.32	65,123.24	Nonexempt	Professnls	26
4532	VITAL STATISTICS SUPERVISOR	5	47,109.40	65,956.80	Executive	Officl/Adm	12
5158	WATER ACCOUNTING MGR	10	64,804.74	90,728.04	Executive	Officl/Adm	12
5250	WATER BUSINESS MGR	11	69,089.54	96,721.82	Executive	Officl/Adm	11
1918	WATER CHEMIST I	526	39,603.72	47,368.88	Nonexempt	Professnls	26
1919	WATER CHEMIST II	542	45,905.60	52,068.90	Nonexempt	Professnls	26
4535	WATER CLAIMS SPECIALIST	5	47,109.40	65,956.80	Administr	Professnls	24
2581	WATER CONSTRUCTION COORD	606	51,594.92	66,378.52	Nonexempt	Skill Crft	71
4688	WATER CUSTOMER SERV SUPR	6	50,206.00	70,295.16	Executive	Officl/Adm	12
0872	WATER DEPT BLACKSMITH	270	44,215.08	50,253.58	Nonexempt	Skill Crft	74
4693	WATER DIST BUSINESS SYS SUPVR	6	50,206.00	70,295.16	Executive	Officl/Adm	12

4955	WATER DISTR OPERATIONS MANAGER	10	64,804.74	90,728.04	Executive	Officl/Adm	13
4958	WATER DISTR SCHEDULING MANAGER	8	57,028.14	79,836.38	Executive	Officl/Adm	13
4957	WATER DISTRIBUTION CONSTR MGR	9	60,809.06	85,129.46	Executive	Officl/Adm	13
4538	WATER DISTRIBUTION FIELD SUPV	5	47,109.40	65,956.80	Executive	Officl/Adm	13
5348	WATER DISTRIBUTION MGR	12	73,626.54	103,076.74	Executive	Officl/Adm	11
4388	WATER DISTRIBUTION SUP I	4	44,194.28	61,870.64	Executive	Officl/Adm	13
4835	WATER INFO SYS SECURITY MGR	7	53,518.66	74,921.86	Administr	Professnls	23
0914	WATER LABORATORY TECH	504	35,362.60	40,836.38	Nonexempt	Para-Prof	51
4691	WATER MAINTENANCE MANAGER	6	50,206.00	70,295.16	Executive	Officl/Adm	13
4537	WATER MARKETING SPECIALIST	5	47,109.40	65,956.80	Administr	Professnls	24
4390	WATER METER FIELD SPVRS	5	47,109.40	65,956.80	Executive	Officl/Adm	13
5067	WATER METER PROJECT MANAGER	7	53,518.66	74,921.86	Executive	Officl/Adm	13
4953	WATER METER SERVICES MANAGER	8	57,028.14	79,836.38	Executive	Officl/Adm	13
0847	WATER METER SPECIALIST	255	41,152.80	45,921.98	Nonexempt	Skill Crft	72
1019	WATER METER TECHNICIAN	251	38,257.96	44,406.96	Nonexempt	Skill Crft	72
1907	WATER MICROBIOLOGIST I	522	39,603.72	44,864.82	Nonexempt	Professnls	26
1908	WATER MICROBIOLOGIST II	547	46,420.92	56,291.56	Nonexempt	Professnls	26
5069	WATER PLANT AUTOMATION MANAGER	9	60,809.06	85,129.46	Executive	Officl/Adm	13
4685	WATER PLANT MAINTENANCE SUPVR	6	50,206.00	70,295.16	Executive	Officl/Adm	13
5252	WATER PLANT MGR - NORTH	11	69,089.54	96,721.82	Executive	Officl/Adm	11
5253	WATER PLANT MGR - SOUTH	11	69,089.54	96,721.82	Executive	Officl/Adm	11
5071	WATER PLANT OPS MGR - NRTH	9	60,809.06	85,129.46	Executive	Officl/Adm	13
5072	WATER PLANT OPS MGR -SOUTH	9	60,809.06	85,129.46	Executive	Officl/Adm	13
0874	WATER PLT INSTRUMENTATION SPEC	281	46,607.34	53,328.08	Nonexempt	Technicns	34
0859	WATER PLT STEAMFITTER/HVAC SPC	287	46,420.92	56,291.56	Nonexempt	Skill Crft	74
1941	WATER QUALITY ANALYST	598	55,374.02	67,257.84	Nonexempt	Professnls	26
5420	WATER QUALITY MANAGER	13	78,468.52	109,863.78	Executive	Officl/Adm	11
4839	WATER QUALITY OPERATIONS MGR	7	53,518.66	74,921.86	Executive	Officl/Adm	14
4695	WATER REVENUE COLLECTIONS SUPV	6	50,206.00	70,295.16	Executive	Officl/Adm	12

0354	WATER REVENUE COLLECTOR	360	40,469.00	45,577.48	Nonexempt	Admin Supp	63
4954	WATER REVENUE MANAGER	8	57,028.14	79,836.38	Executive	Officl/Adm	12
4836	WATER SECURITY MANAGER	7	53,518.66	74,921.86	Administr	Professnls	23
1231	WATER SYSTEM OPERATOR	288	48,695.92	59,174.96	Nonexempt	Skill Crft	74
0974	WATER TREATMENT PLANT OPERATOR	252	40,676.48	47,058.96	Nonexempt	Technicns	34
5682	WATER WORKS SUPT	16	95,030.26	133,049.02	Executive	Officl/Adm	10
4841	WELL WOMEN'S PROGRAM MANAGER	7	53,518.66	74,921.86	Executive	Officl/Adm	14
4842	WIC PROGRAM MANAGER	7	53,518.66	74,921.86	Executive	Officl/Adm	14
5165	WORKERS COMP & SAFETY MGR	12	73,626.54	103,076.74	Executive	Officl/Adm	11
4956	YOUTH DEVELOPMENT COORDINATOR	8	57,028.14	79,836.38	Administr	Professnls	24
1849	ZONING & DEVELOPMT COORD	587	56,940.52	67,909.92	Nonexempt	Professnls	21





Legislation Details (With Text)

**File #:** 110935      **Version:** 1  
**Type:** Ordinance      **Status:** In Committee  
**File created:** 11/2/2011      **In control:** FINANCE & PERSONNEL COMMITTEE  
**On agenda:**      **Final action:**

**Effective date:**

**Title:** A substitute ordinance to further amend the 2011 rates of pay of offices and positions in the City Service.

**Sponsors:** THE CHAIR

**Indexes:** SALARY ORDINANCE

**Attachments:**

Date	Ver.	Action By	Action	Result	Tally
11/2/2011	0	COMMON COUNCIL	ASSIGNED TO		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		

Number

110935

Version

Substitute 1

Reference

100413

Sponsor

THE CHAIR

Title

A substitute ordinance to further amend the 2011 rates of pay of offices and positions in the City Service.

Analysis

This substitute ordinance changes the rates of pay in the following departments:

City Attorney, City Treasurer, Comptroller

Body

The Mayor and Common Council of the City of Milwaukee do ordain as follows:

Part 1. Part Section II, Section 12 of ordinance File Number 100413 relative to rates of pay of offices and positions in the City Service is hereby amended as follows:

Under Section 12 e (7), delete the following language:

“These individuals shall receive a 3.1% increase on their salary anniversary pay period up to the maximum of the salary grade. These adjustments shall begin in 1995 and occur in each succeeding year thereafter, provided that the individual is otherwise eligible” and add the following language:

“The rate of pay for the City Treasurer for the term commencing in April of 2012 shall be \$4,386.14 biweekly (\$114,040 annually). The rate of pay for the Comptroller for the term commencing in April of 2012 shall be \$4,831.04 biweekly (\$125,607 annually). The rate of pay for the City Attorney for the term commencing in April of 2012 shall be \$5,666.75 biweekly (\$147,335.50 annually).”

Part 2. All ordinances or parts of ordinances contravening the provisions of this ordinance are hereby repealed.

Part 3. The provisions of Part 1 of this ordinance are deemed to be in force and effect from and after Pay Period 8, 2012 (April 1, 2012).

The provisions of all other parts of this ordinance are deemed to be in force and effect from and after its passage and publication.

Part 4. This ordinance will take effect and be in force from and after its passage and publication.

Drafter  
City Clerk's Office  
tb



Legislation Details (With Text)

**File #:** 110936      **Version:** 0

**Type:** Ordinance      **Status:** In Committee

**File created:** 11/2/2011      **In control:** FINANCE & PERSONNEL COMMITTEE

**On agenda:**      **Final action:**

**Effective date:**

**Title:** An ordinance to further amend the 2011 offices and positions in the City Service.

**Sponsors:** THE CHAIR

**Indexes:** POSITIONS ORDINANCE

**Attachments:**

Date	Ver.	Action By	Action	Result	Tally
11/2/2011	0	COMMON COUNCIL	ASSIGNED TO		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
11/18/2011	0	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		

**Number**

110936

**Version**

ORIGINAL

**Reference**

100415

**Sponsor**

THE CHAIR

**Title**

An ordinance to further amend the 2011 offices and positions in the City Service.

**Drafter**

City Clerk

TB:dkf

11/1/11