



**Cavalier Johnson**  
Mayor

**Jackie Q. Carter**  
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Employee Benefits Director

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Labor Negotiator

**Department of Employee Relations**

November 5, 2025

The Honorable  
Finance and Personnel Committee  
Common Council  
City of Milwaukee

**Subject:** *Common Council File No. 251200 - Communication from the Department of Employee Relations amending the Salary Ordinance to provide recruitment flexibility for transfers that come off an open and competitive eligible list.*

Dear Committee Members:

This communication requests an amendment to the 2025 Salary Ordinance to provide recruitment flexibility for current City employees that apply for an open and competitive job posting that would result in a lateral transfer.

Currently, for transfers there is the ability for departments to request a 3% salary adjustment for employees who voluntarily transfer to positions allocated to Officials and Administrators (Section 1), Professionals (Section 2), Technicians (Section 3), Paraprofessionals (Section 5), Administrative Support (Section 6), Skilled Craft (Section 7) and Service and Maintenance (Section 8), subject to approval of the Department of Employee Relations. Transfers under this section are defined as the appointment to a position within the same pay range or to a pay range with the same rates of pay. This provision also only applies to voluntary transfers to a different or the same classification with significantly different responsibilities.

Employees who apply for an open and competitive job posting (open to external candidates) to a position that is in the same pay range or to a pay range with the same rates of pay, are not given the same recruitment flexibility as a potential new hire or rehire to the City based off this language. It should be noted that current employees cannot apply to an open and competitive job position for a title they currently hold.

This communication recommends allowing recruitment flexibility outlined under Part II, Section 3: Salary at Time of Appointment, Subsections B and C for current employees who apply to an open and competitive job posting that would be considered a transfer. Furthermore, this communication recommends that should the employee choose to transfer back to the position originally held, their pay would revert back to the pay prior to the approved special recruitment rate.

## **Action Required – Effective Pay Period 26, 2025 (December 7, 2025)**

### In the 2025 Salary Ordinance:

- Under Part II, Section 5: Promotions, E. Transfers:
  - o Delete the language and replace with the following:  
E. Transfers: City Departments may request a 3% salary adjustment for employees voluntary transferring to a position allocated to Officials and Administrators (Section 1), Professionals (Section 2), Technicians (Section 3), Paraprofessionals (Section 5), Administrative Support (Section 6), Skilled Craft (Section 7), Service and Maintenance (Section 8) subject to the approval of the Department of Employee Relations. Transfers under this section are defined as the appointment to a position within the same pay range with the same rates of pay. Employees receiving a 3% salary adjustment under this provision shall receive a new salary anniversary date. The salary of an employee who voluntarily transfers back to the position originally held will be decreased by 3%. This provision shall only apply to voluntary transfers within a department to a different classification or the same classification with significantly different responsibilities or voluntary transfers between departments into the same or different classification as defined above.

Employees who apply to an open and competitive recruitment to a position that would be considered a voluntary transfer, shall be eligible for recruitment flexibility outlined under Part II, Section 3: Salary at Time of Appointment, Subsections B and C. The salary of an employee who voluntarily transfers back to the position originally held will be decreased to the rate prior to the approved special recruitment rate.

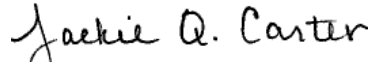
### In the 2026 Salary Ordinance:

- Under Part II, Section 5: Promotions, E. Transfers:
  - o Delete the language and replace with the following:  
E. Transfers: City Departments may request a 3% salary adjustment for employees voluntary transferring to a position allocated to Officials and Administrators (Section 1), Professionals (Section 2), Technicians (Section 3), Paraprofessionals (Section 5), Administrative Support (Section 6), Skilled Craft (Section 7), Service and Maintenance (Section 8) subject to the approval of the Department of Employee Relations. Transfers under this section are defined as the appointment to a position within the same pay range with the same rates of pay. Employees receiving a 3% salary adjustment under this provision shall receive a new salary anniversary date. The salary of an employee who voluntarily transfers back to the position originally held will be decreased by 3%. This provision shall only apply to voluntary transfers within a department to a different classification or the same classification with significantly different responsibilities or voluntary transfers between departments into the same or different classification as defined above.

Employees who apply to an open and competitive recruitment to a position that would be considered a voluntary transfer, shall be eligible for recruitment flexibility outlined

under Part II, Section 3: Salary at Time of Appointment, Subsections B and C. The salary of an employee who voluntarily transfers back to the position originally held will be decreased to the rate prior to the approved special recruitment rate.

Respectfully submitted,



Jackie Q. Carter

Jackie Q. Carter  
Employee Relations Director



# City of Milwaukee Fiscal Impact Statement

|          |                |                                                                                                                                                                                             |                    |        |                                                     |                                            |
|----------|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------|-----------------------------------------------------|--------------------------------------------|
| <b>A</b> | <b>Date</b>    | 11/17/2025                                                                                                                                                                                  | <b>File Number</b> | 251200 | <input checked="" type="checkbox"/> <b>Original</b> | <input type="checkbox"/> <b>Substitute</b> |
|          | <b>Subject</b> | Communication from the Department of Employee Relations amending the Salary Ordinance to provide recruitment flexibility for transfers that come off an open and competitive eligible list. |                    |        |                                                     |                                            |

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

|          |                  |                                                                                                                 |
|----------|------------------|-----------------------------------------------------------------------------------------------------------------|
| <b>C</b> | <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 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.             |

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

| <b>E</b> | Purpose            | Specify Type/Use | Expenditure | Revenue |
|----------|--------------------|------------------|-------------|---------|
|          | Salaries/Wages     |                  | \$0.00      | \$0.00  |
|          |                    |                  | \$0.00      | \$0.00  |
|          | Supplies/Materials |                  | \$0.00      | \$0.00  |
|          |                    |                  | \$0.00      | \$0.00  |
|          | Equipment          |                  | \$0.00      | \$0.00  |
|          |                    |                  | \$0.00      | \$0.00  |
|          | Services           |                  | \$0.00      | \$0.00  |
|          |                    |                  | \$0.00      | \$0.00  |
|          | Other              |                  | \$0.00      | \$0.00  |
|          |                    |                  | \$0.00      | \$0.00  |
|          | TOTALS             |                  | \$ 0.00     | \$ 0.00 |

**F**

**Assumptions used in arriving at fiscal estimate.** The total cost for 2025 is \$0. The total cost for a full year is \$0.

**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.**