



Department of Employee Relations

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Job Evaluation Report

City Service Commission Meeting: January 11, 2022

Department of Public Works - Operations Division - Forestry Services

Current	Recommended*
Forestry Services Manager PR 1JX (\$80,442 - \$112,627) (One Position)	Forestry Services Manager PR 1JX (\$82,051 - \$114,879) FN: Recruitment is at \$92,207 and may be at any point in range with the approval of DER and Chair of the Committee on Finance and Personnel. (One Position)
Urban Forestry District Manager PR 1HX (\$70,827 - \$99,154) (Three Positions/ One Auxiliary)	Urban Forestry District Manager PR 1HX (\$72,244 - \$101,137) FN: Recruitment is at \$85,151 and may be at any point in the range with DER approval. (Three Positions/One Auxiliary)
Greenhouse and Nursery Manager PR 1EX (\$58,462 - \$81,844) (One Position)	Greenhouse and Nursery Manager PR 1GX (\$67,763 - \$94,870) FN: Recruitment is at \$80,894 and may be at any point in the range with DER approval. (One Position)
Urban Forestry Manager PR 1DX (\$54,865 - \$76,806) FN: GIC 4.8% (Nine Positions/One Auxiliary)	Urban Forestry Manager PR 1FX (\$63,585 - \$89,016) FN: Recruitment is at \$76,316 and may be at any point in the range with DER approval. FN: GIC 4.8% (Nine Positions/One Auxiliary)
New Position <i>Authority approved from the 2003 budget</i> (One Position)	Forestry Shop and Maintenance Manager PR 1FX (\$63,585 - \$89,016) FN: Recruitment is at \$76,316 and may be at any point in the range with DER approval. FN: GIC 4.8% (One Position)
Property Maintenance and Compliance Manager PR 1DX (\$54,865 - \$76,806) (One Position)	Property Maintenance and Compliance Manager PR 1FX (\$63,585 - \$89,016) FN: Recruitment is at \$76,316 and may be at any point in the range with DER approval. (One Position)
Landscape and Irrigation Specialist PR 7QN (\$70,041 - \$70,503) FN: Recruitment rate is \$70,503 FN: Special Assignment Rate: \$72,780 (One Position)	Landscape and Irrigation Specialist PR 7RN (\$67,653 - \$84,715) FN: Recruitment is at \$83,825 and may be at any point in the range with DER approval. FN: Incentives for attaining and maintaining specific certifications with DER approval. (One Position)

Forestry Section	DPW
Landscape Architect PR 2GN (\$51,469 - \$72,063) (One Position)	Landscape Architect PR 2IN (\$59,632 - \$83,481) FN: Recruitment is at \$72,749 and may be at any point in the range with DER approval. FN: Incentives for attaining and maintaining specific certifications with DER approval. (One Position)
Urban Forestry Technician PR 7LN (\$49,921 - \$60,663) FN: Actual Rates (\$52,750 - \$62,522) FN: Contract Administration Assignment Rate: 3% (10 Positions/Two Auxiliary)	Urban Forestry Technician PR 7ON (\$67,070 - \$67,156) FN: Recruitment is at \$54,362 and may be at any point in the range with DER approval. FN: Incentives for attaining and maintaining specific certifications with DER approval. FN: Contract Administration Assignment: 5% (10 Positions/Two Auxiliary)
Nursery Crew Leader PR 7IN (\$48,358 - \$56,364) FN: Actual Rates (\$51,474 - \$57,657) FN: Greenhouse Oversight Assignment Rate: 3% (One Position)	Nursery Crew Leader PR 7ON (\$67,070 - \$67,156) FN: Recruitment is at \$54,362 and may be at any point in the range with DER approval. FN: Incentives for attaining and maintaining specific certifications with DER approval. FN: Greenhouse Oversight Assignment: 5% FN: Operate Prentice Loader or End Loader Assignment: 2% (One Position)
Urban Forestry Crew Leader PR 7IN (\$48,358 - \$56,364) FN: Actual Rates (\$51,474 - \$57,657) FN: Lead Worker Assignment Rate: 3% (22 Positions)	Urban Forestry Crew Leader PR 7ON (\$67,070 - \$67,156) FN: Recruitment is at \$54,362 and may be at any point in the range with DER approval. FN: Incentives for attaining and maintaining specific certifications with DER approval. FN: Lead Worker Assignment: 5% FN: Operate Prentice Loader or End Loader Assignment: 2% FN: Operate Grapple Saw Assignment: 3% (22 Positions)
Urban Forestry Specialist PR 7HN (\$41,774 - \$52,049) FN: Actual Rates (\$45,000 - \$52,049) FN: Core Forestry Assignment Rate: 3% (91 Positions)	Urban Forestry Specialist PR 7JN (\$48,540 - \$59,035) FN: Recruitment is at \$49,420 and may be at any point in the range with DER approval. FN: Incentives for attaining and maintaining specific certifications with DER approval. FN: Core Forestry Assignment: 5% FN: Operate Prentice Loader or End Loader Assignment: 2% FN: Operate Grapple Saw Assignment: 3% (91 Positions)
Lead Equipment Mechanic PR 7FN (\$39,138 - \$48,402) FN: Actual Rates (\$42,880 - \$49,155) (One Position)	Forestry Equipment Mechanic - Lead PR 7IN (\$49,325 - \$57,492) FN: Recruitment may be at any point in the range with DER approval. FN: Incentives for attaining and maintaining specific certifications with DER approval. FN: Shop Oversight Assignment: 5% (One Position)

Forestry Section	DPW
Nursery Specialist PR 7EN (\$40,640 - \$47,077) FN: Actual Rates (\$42,188 - \$47,985) FN: Lead Worker Assignment: 3% (Four Positions)	Nursery Specialist PR 7HN (\$42,609 - \$53,090) FN: Actual Rates (\$49,420 - \$54,344) FN: Recruitment may be at any point in the range with DER approval. FN: Incentives for attaining and maintaining specific certifications with DER approval. FN: Lead Worker Assignment: 5% FN: Operate Prentice Loader or End Loader Assignment: 2% (Four Positions)
Equipment Mechanic III PR 7CN (\$40,160 - \$45,391) FN: Actual Rates (\$40,639 - \$46,055) (Two Positions)	Forestry Equipment Mechanic PR 7HN (\$42,609 - \$53,090) FN: Recruitment is at \$44,992 and may be at any point in the range with DER approval. FN: Incentives for attaining and maintaining specific certifications with DER approval. (Two Positions)
Urban Forestry Arborist Apprentice PR 7CN (\$40,160 - \$45,391) FN: Actual Rates (\$37,502 - \$45,666) (Underfill Title of Urban Forestry Specialist)	Urban Forestry Arborist Apprentice PR 7CN (\$40,963 - \$46,298) FN: Actual Steps (\$38,685, \$43,032, \$46,579, \$48,945) Step 2 upon passing probation. Subsequent steps following 2080 hours of successful performance. FN: Incentives for attaining and maintaining specific certifications with DER approval. (Underfill Title of Urban Forestry Specialist)
Urban Forestry Laborer PR 8EN (\$37,080 - \$41,565) FN: Recruitment is at: \$37,502 (24 Positions/12 Auxiliary)	Urban Forestry Laborer PR 8EN (\$37,821 - \$42,396) FN: Recruitment is at \$38,253 FN: Incentives for attaining and maintaining specific certifications with DER approval. (24 Positions/12 Auxiliary)

Note: Residents receive a rate that is 3% higher.

* Please note that rates recommended by this report reflect the PP 2, 2022 (January 9, 2022) 2% across the board as this report is effective PP 3, 2022 (January 29, 2022).

Background

The Department of Public Works has requested a study of the rates of pay for all positions in the Operations Division-Forestry Services Section due to difficulties in recruiting and retaining employees. Discussions were held with Danielle Rodriguez, Operations Director; Randy Krouse, Forestry Services Manager; Chuck Schumacher, Finance and Administration Manager; and Urban Forestry District Managers Ian Brown, Jeffrey Kluslow, and Jeff Laufenberg.

It has become increasingly difficult for the City of Milwaukee to recruit and retain employees in these skilled trade positions. Turnover statistics for Forestry Services in the last three years are listed below. The department expends significant resources and time to train new employees for these positions.

DPW-Operations-Forestry Services Turnover

2019		2020		2021	
Hires	Separations	Hires	Separations	Hires	Separations
20	22	18	22	34	44

In conducting a cost of labor analysis for these titles, staff collected pay rates for similar positions in other Wisconsin municipalities listed below, data from the Bureau of Labor Statistics (BLS), and data from the Economic Research Institute (ERI), a salary survey service to which the Department of Employee Relations subscribes.

Rates of Pay for Related Arboriculture Positions in Wisconsin

Jurisdiction	Title	Minimum	Maximum
City of Cedarburg	Arborist	\$48,006	\$67,995
City of Waukesha	Arborist	\$48,893	\$66,004
City of De Pere	Arborist	\$47,632	\$65,332
City of Madison	Arborist 1	\$51,543	\$64,615
City of Eau Claire	Landscape Technician	\$55,182	\$64,292
City of Mequon	Forestry Worker	\$47,424	\$64,162
City of Racine	Arborist	\$49,420	\$63,502
City of Shorewood	Forester 1	\$49,065	\$62,420
City of Eau Claire	Arborist	\$53,164	\$61,942
City of Marinette	Forester		\$57,907
City of Glendale	Municipal Technician	\$50,065	\$57,221
City of Appleton	Arborist	\$44,512	\$55,640
City of Green Bay	Forestry Worker	\$46,824	\$55,161
City of Oconomowoc	Parks and Forestry Worker	\$47,715	\$54,537
City of Oshkosh	Landscape Specialist	\$45,961	\$52,528
City of Milwaukee	Urban Forestry Specialist	\$45,000	\$52,049
City of Marinette	Forester Assistant		\$49,795

Cost of Labor for Plumbers, Pipefitters, and Steamfitters, BLS, May 2020

Area Name	Annual 10% wage	Annual 25% wage	Annual median wage	Annual 75% wage	Annual 90% wage
Milwaukee-Waukesha-West Allis, WI	\$43,7810	\$51,820	\$72,420	\$90,120	\$102,790

(The current rate of pay for Landscape and Irrigation Specialist in PR7QN is \$70,503.)

Cost of Labor for Landscape Architect, ERI, Southeastern Wisconsin, October 2021

Years of Experience	10%	25%	Mean	75%	90%
7	\$66,240	\$72,226	\$80,089	\$87,880	\$95,683
6	\$64,078	\$69,862	\$77,474	\$85,003	\$92,558
5	\$61,863	\$67,440	\$74,793	\$82,052	\$89,350
4	\$59,609	\$64,972	\$72,059	\$79,042	\$86,075
3	\$57,328	\$62,473	\$69,287	\$75,989	\$82,752
2	\$55,034	\$59,957	\$66,495	\$72,911	\$79,399
1	\$52,744	\$57,441	\$63,699	\$69,826	\$76,037

(The current rates of pay for Landscape Architect in PR 2GN are \$51,469 - \$72,063.)

Cost of Labor for Grounds Maintenance Foreman, ERI, Southeastern Wisconsin, October 2021

Years of Experience	10%	25%	Mean	75%	90%
7	\$51,545	\$55,763	\$61,412	\$66,800	\$72,346
6	\$49,988	\$54,078	\$59,557	\$64,765	\$70,129
5	\$48,397	\$52,357	\$57,665	\$62,691	\$67,870

Forestry Section

DPW

January 11, 2022

4	\$46,771	\$50,605	\$55,740	\$60,581	\$65,576
3	\$45,111	\$48,825	\$53,788	\$58,444	\$63,254
2	\$43,420	\$47,021	\$51,817	\$56,288	\$60,912
1	\$41,701	\$45,198	\$49,834	\$54,122	\$58,562

(The current rates of pay for Urban Forestry Crew Leader in PR 7IN are \$51,474 - \$57,657.)

Cost of Labor for Farm Equipment Mechanics and Service Technicians, BLS, May 2020

Area Name	Annual 10% wage	Annual 25% wage	Annual median wage	Annual 75% wage	Annual 90% wage
Milwaukee-Waukesha-West Allis, WI	\$34,930	\$40,500	\$52,800	\$91,850	\$105,450

(The current rates of pay for Equipment Mechanic III in PR 7CN are \$40,639 - \$46,055.)

Analysis and Recommendations

The recommendations that follow take into consideration the cost of labor in Southeastern Wisconsin as well as the rates of pay for comparable classifications within City government. Because of the potential for pay compression, these recommendations may include minimum recruitment rates for both skilled trade and supervisory titles. Further, to assist the department in recruiting the most qualified candidates, recommendations include recruitment flexibility based upon a candidate's experience and credentials. In requesting a special recruitment rate, the department must also ensure equity by taking into consideration the rates of pay of coworkers.

Furthermore, these recommendations include an increase to 5% for temporarily assuming higher level assignments. The recommended 5% correlates to the increase an employee would receive for being temporarily appointed to perform the work of a higher level title. Recommendations also include a percentage increase for titles when assigned to operate a Prentice Loader, End Loader, or Grapple Saw.

Forestry Services Manager (One Position)

PR 1JX (\$82,051 - \$114,879)

Recruitment is at \$92,207 and may be at any point in range with the approval of DER and Chair of the Committee on Finance and Personnel.

The Forestry Services Manager directs the management and operations of the DPW-Operations Division-Forestry Services. This position directs the Urban Forestry District Managers in managing Forestry operations including program analysis and development, determining service level priorities, monitoring performance and production metrics, and the integration of technology for operational efficiency. This position also directs Forestry Services field operations related to tree management, landscape beautification and boulevard maintenance, small equipment support operations, nursery and greenhouse operations and technical services. The Forestry Services Manager also oversees city contract maintenance services, city land management services and code enforcement activities including the maintenance of approximately 1,500 vacant city owned homes and approximately 3,000 vacant lots.

This job study recommends an increase in the minimum rate of pay for this title in order to provide a differential with the pay of direct reports as well as to provide an incentive to consider promotion to this leadership position.

Urban Forestry District Manager (Three Positions/One Auxiliary)

PR 1HX (\$72,244 - \$101,137)

Recruitment is at \$85,151 and may be at any point in the range with DER approval.

An Urban Forestry District Manager is an operations manager for one of three Forestry Services Districts charged with oversight of boulevards, municipal properties, street trees, and tot lots. This position manages Citywide Snow and Ice Control Operations on a rotational basis with other Snow Duty Managers, and district emergency response to windstorms, ice, floods, etc.

This job study recommends an increase in the minimum rate of pay for these titles in order to provide a differential with the pay of direct reports as well as to provide an incentive to consider promotion to these management position.

Greenhouse and Nursery Manager (One Position)

PR 1GX (\$67,763 - \$94,870)

Recruitment is at \$80,894 and may be at any point in the range with DER approval.

The Greenhouse and Nursery Manager directs nursery operations and personnel engaged in the propagation, production, cultivation, pest control, pruning and harvesting of 20,000+ trees and over 300,000 annuals, perennials and shrubs. The resident Greenhouse and Nursery Manager superintends the property providing 24/7 security of property and facilities, as well as monitoring and coordinating of emergency repairs (HVAC, irrigation and mechanical systems).

This job study recommends an increase in the rates of pay for this title. The recommended minimum recruitment rate provides a differential with the pay of direct reports as well as to provide an incentive for employees to consider promotion to this supervisory position.

Urban Forestry Manager (Nine Positions/One Auxiliary)

PR 1FX (\$63,585 - \$89,016)

Recruitment is at \$76,316 and may be at any point in the range with DER approval.

An Urban Forestry Manager manages and supervises the work activities of a Forestry District. This includes oversight of arboriculture activities such as the planting and maintenance of 200,000 street trees. Landscape activities encompass the planting and maintenance of 120 miles of landscaped and irrigated boulevard medians and green spaces. This position also manages district snow and ice control operations and emergency response to wind storms, ice storms, and construction damage to city trees.

This job study recommends an increase in the rates of pay for this title consistent with the current level of the titles Sewer Services District Manager and Street Repair District Manager in Pay Range 1FX. The recommended minimum recruitment rate provides a differential between Urban Forestry Managers and direct reports as well as to provide an incentive for employees to consider promotion to this supervisory position.

Forestry Shop and Maintenance Manager (One New Position)

PR 1FX (\$63,585 - \$89,016)

Recruitment is at \$76,316 and may be at any point in the range with DER approval.

The Forestry Shop and Maintenance Manager is responsible for managing the maintenance and repair of Forestry and Sanitation owned equipment and hand tools. This includes the supervision of two mechanics and one Lead Mechanic. The position administers the maintenance of the inventory, including the receipt and dispersal of tools, equipment, and supplies and is responsible for the timely sub-requisitioning of operating supplies.

This job study creates the title of Forestry Shop and Maintenance Manager in Pay Range 1FX with rates of pay consistent with the recommended pay rates of an Urban Forestry Manager. Previously, these responsibilities were completed by an Urban Forestry Manager.

Property Maintenance and Compliance Manager (One Position)

PR 1FX (\$63,585 - \$89,016)

Recruitment is at \$76,316 and may be at any point in the range with DER approval.

The Property Maintenance and Compliance Manager is responsible for managing maintenance services for 4,600+ City-owned parcels and code enforcement activities for the Forestry Services Section of DPW Operations. Duties include managing a team of 10 Urban Forestry Technicians and 8 to 10 contract employees performing, contract compliance inspections and enforcement, property condition assessments, hazard tree and

nuisance vegetation abatement, and City-wide code enforcement and regulatory code enforcement activities related to tall weeds and grass, sidewalk snow and ice, public right-of-way encroachments and hazard tree abatement on public and private property. The position also manages the recommendation for award of contracts for forestry operations and property maintenance services including city lot maintenance, hazard tree removal, stump grinding, tree planting and boulevard mowing. The position manages the call center and aldermanic requests related to City Property Management and Code Enforcement, maintains various databases and prepares various reports, budget estimates and provides administrative support as needed for the Forestry Services Manager, DPW Operations Director and Forestry Districts.

This job study recommends rates of pay consistent with the recommended pay rates of an Urban Forestry Manager.

Landscape and Irrigation Specialist (One Position)

PR 7RN (\$67,653 - \$84,715)

Recruitment is at \$83,825 and may be at any point in the range with DER approval.

Incentives for attaining and maintaining specific certifications with DER approval.

The Landscape and Irrigation Specialist plans, coordinates, and supervises various work activities related to the design, installation, maintenance and repair of irrigation systems in conformance with applicable Wisconsin and National Plumbing Codes. This includes water service connections, deep valve shutoffs, vacuum breaker assemblies, surface irrigation system components, (valves, heads, drip-irrigation, controls), and general landscaping.

This job study recommends an increase in the rates of pay for this position consistent with the pay range for Water Plant Steamfitter in Pay Range 7RN and also recommends that the employee in this title have the ability to attain and maintain specific job-related certifications with approval of DER.

Landscape Architect (One Position)

PR 2IN (\$59,632 - \$83,481)

Recruitment is at \$72,749 and may be at any point in the range with DER approval.

Incentives for attaining and maintaining specific certifications with DER approval.

The Landscape Architect prepares and updates landscape, streetscape, irrigation system and green infrastructure plans and installation specifications for boulevards and other public green spaces. This position provides leadership and support as needed to foster effective coordination and partnership with Forestry districts, other city agencies, neighborhood organizations, contractors and other municipal partners in the design and installation of various landscape and green infrastructure projects and site improvements.

This job study recommends an increase in the rates of pay for this position consistent with the rates of pay for Architect III in Pay Range 2IN and also recommends that the employee in this title have the ability to attain and maintain specific job-related certifications with approval of DER.

Urban Forestry Technician (10 Positions/ Two Auxiliary)

PR 7ON (\$67,070 - \$67,156)

Recruitment is at \$54,362 and may be at any point in the range with DER approval.

Incentives for attaining and maintaining specific certifications with DER approval.

Contract Administration Assignment: 5%

An Urban Forestry Technician is responsible for administration of City ordinances related to hazard trees, sidewalk snow and ice, tall weeds and grass, vegetation encroachments, and city-owned property maintenance contracts. This position participates in the development and delivery of safety and technical training activities within the districts, and investigates and responds to service requests from the public and public officials.

This job study recommends an increase in the rates of pay and an increase to 5% for performing Contract Administration assignments. This job study recommends that employees in this title have the ability to attain and maintain specific job-related certifications with approval of DER.

Nursery Crew Leader (One Position)

PR 7ON (\$67,070 - \$67,156)

Recruitment is at \$54,362 and may be at any point in the range with DER approval.

Incentives for attaining and maintaining specific certifications with DER approval.

Greenhouse Oversight Assignment Rate: 5%

Operate Prentice Loader or End Loader Assignment: 2%

The Nursery Crew Leader oversees on-the-job training for all work activities associated with plant production at the City of Milwaukee Nursery and Greenhouse. This position also provides support to the Nursery and Greenhouse Manager and assumes responsibility for daily operations in the absence of the Greenhouse and Nursery Manager.

This job study recommends an increase in the rates of pay, an increase to 5% for performing the Greenhouse Oversight assignment, and an additional 2% when assigned to operate the Prentice Loader or End Loader. This job study recommends that employees in this title have the ability to attain and maintain specific job-related certifications with approval of DER.

Urban Forestry Crew Leader (22 Positions)

PR 7ON (\$67,070 - \$67,156)

Recruitment is at \$54,362 and may be at any point in the range with DER approval.

Incentives for attaining and maintaining specific certifications with DER approval.

Lead Worker Assignment: 5%

Operate Prentice Loader or End Loader Assignment: 2%

Operate Grapple Saw Assignment: 3%

An Urban Forestry Crew Leader has oversight of on-the-job training for all work activities associated with the planting, maintenance and removal of trees, landscape plants, and turf growing on City greenspaces. This position also provides emergency response to windstorms, ice storms, snow and ice control operations, and irrigation leaks.

This job study recommends an increase in the rates of pay, an increase to 5% for performing Lead Worker assignments, an additional 2% when assigned to operate the Prentice Loader or End Loader, and an additional 3% when assigned to operate the Grapple Saw. This job study recommends that employees in this title have the ability to attain and maintain specific job-related certifications with approval of DER.

Urban Forestry Specialist (91 Positions)

PR 7JN (\$48,540 - \$59,035)

Recruitment is at \$49,420 and may be at any point in the range with DER approval.

Incentives for attaining and maintaining specific certifications with DER approval.

Core Forestry Assignment: 5%

Operate Prentice Loader or End Loader Assignment: 2%

Operate Grapple Saw Assignment: 3%

An Urban Forestry Specialist is responsible for planting, maintenance and removal of trees, landscape plants and turf growing on city greenspaces. This position also functions in an emergency capacity to remove broken branches, fallen trees, and in snow and ice control.

This job study recommends an increase in the rates of pay, an increase to 5% for performing Core Forestry assignments, an additional 2% when assigned to operate the Prentice Loader or End Loader, and an additional 3% when assigned to operate the Grapple Saw. This job study recommends that employees in this title have the ability to attain and maintain specific job-related certifications with approval of DER.

Forestry Equipment Mechanic - Lead (One Position)

PR 7IN (\$49,325 - \$57,492)

Recruitment may be at any point in the range with DER approval.

Incentives for attaining and maintaining specific certifications with DER approval.

Shop Oversight Assignment: 5%

The Forestry Equipment Mechanic - Lead provides oversight of on-the-job training for all work activities associated with maintaining and repairing a large fleet of outdoor power equipment utilized by Forestry Services in landscape and tree maintenance operations. This lead schedules, coordinates and performs diagnostic, minor and major repairs and routine maintenance services on a wide variety of outdoor power equipment and vehicles, including, commercial riding mowers, skid loaders, tractors, forklifts, trailers, chainsaws, blowers, trimmers, snow removal equipment, sprayers, etc.

This job study recommends an increase in the rates of pay, recruitment flexibility, and a title change to Forestry Equipment Mechanic - Lead as well as an increase to 5% for performing the Shop Oversight assignment. This job study further recommends that employees in this title have the ability to attain and maintain specific job-related certifications with approval of DER.

Nursery Specialist (Four Positions)

PR 7HN (\$42,609 - \$53,090)

Actual Rates (\$49,420 - \$54,344)

Recruitment may be at any point in the range with DER approval.

Incentives for attaining and maintaining specific certifications with DER approval.

Lead Worker Assignment: 5%

Operate Prentice Loader or End Loader Assignment: 2%

A Nursery Specialist is responsible for the production and cultivation of trees, shrubs, perennials, and annuals planted on city-owned properties or grown for external customers.

This job study recommends an increase in the rates of pay, recruitment flexibility, an increase to 5% for performing Lead Worker assignments, and an additional 2% when assigned to operate the Prentice Loader or End Loader. This job study recommends that employees in this title have the ability to attain and maintain specific job-related certifications with approval of DER.

Forestry Equipment Mechanic (Two Positions)

PR 7HN (\$42,609 - \$53,090)

Recruitment is at \$44,992 and may be at any point in the range with DER approval.

Incentives for attaining and maintaining specific certifications with DER approval.

An Urban Forestry Mechanic maintains and repairs a large fleet of outdoor power equipment utilized by Forestry Services in landscape and tree maintenance operations. Performs diagnostic, minor and major repairs and routine maintenance services on a wide variety of outdoor power equipment and vehicles, including, commercial riding mowers, skid loaders, tractors, forklifts, trailers, chainsaws, blowers, trimmers, snow removal equipment, sprayers, etc.

This job study recommends an increase in the rates of pay, recruitment flexibility, and a title change to Forestry Equipment Mechanic. This job study further recommends that employees in this title have the ability to attain and maintain specific job-related certifications with approval of DER.

Urban Forestry Arborist Apprentice (Underfill Title of Urban Forestry Specialist)

PR 7CN (\$40,963 - \$46,298)

Actual Steps (\$38,685, \$43,032, \$46,579, \$48,945)

Step 2 upon passing probation. Subsequent steps following 2080 hours of successful performance.

Incentives for attaining and maintaining specific certifications with DER approval.

An Urban Forestry Arborist Apprentice is responsible for the planting, maintenance and removal of trees, shrubs, and other landscape plants growing on City greenspaces. This position also provides emergency response to windstorms, ice storms, and snow and ice control operations.

This job study recommends an increase in the rates of pay for Arborist Apprentices and clarifies how an apprentice's pay increases. An apprentice's pay will increase to step 2 following completion of probation. An apprentice will then receive an increase to the next step after 2080 hours of successful performance in the apprenticeship. At the successful completion of the apprenticeship, the employee is then promoted to Urban Forestry Specialist. This job study recommends that employees in this title have the ability to attain and maintain specific job-related certifications with approval of DER.

Urban Forestry Laborer (24 Positions/12 Auxiliary)
 PR 8EN (\$37,821 - \$42,396)
 Recruitment Rate: \$38,253
 Incentives for attaining and maintaining specific certifications with DER approval.

An Urban Forestry Laborer is responsible for horticultural work in the establishment, maintenance and renovation of boulevards and other City greenspaces. The position also provides ground level support for tree maintenance crews performing more technical tasks (pruning, tree removal, stump grinding, emergency storm response, etc.) on City trees. Furthermore, this position functions in an emergency capacity to remove fallen branches and tree debris and perform snow and ice control operations.

This job study recommends that employees in this title have the ability to attain and maintain specific job-related certifications with approval of DER.

Job-Related Certifications

The recommendations above allow employees to receive increases for attaining and maintaining job related certifications. Employees may use tuition reimbursement for related coursework and certifications. Examples of these certifications are listed below but are not all inclusive. These certifications have been chosen as they will enhance an employee's knowledge and capacity. Any increase in an employee's capacity will in turn have a positive impact on department operations.

The increases for certifications range from 1% to 3% based upon the complexity of the specific certification. An employee who achieves a certification will receive the corresponding percentage increase in the pay period following receipt of the certification. Likewise, an employee who does not maintain a certification will receive the corresponding percentage decrease in the pay period following the expiration of the certification.

International Society of Arboriculture (ISA)

- ISA Certified Arborist
- ISA Board Certified Master Arborist
- ISA Certified Arborist Municipal Specialist
- ISA Tree Risk Assessment Qualification
- ISA Certified Arborist Utility Specialist
- ISA Certified Tree Worker Climber Specialist
- ISA Certified Tree Worker Aerial Lift Specialist

Tree Care Industry Association (TCIA)

- TCIA-Certified Tree Care Safety Professional

National Association of Landscape Professionals (NALP)

- NALP-Exterior Technician
- NALP-Horticultural Technician

Equipment and Engine Training Council (EETC)

- EETC-Certified Engine Technician
- EETC-Certified Systems Technician
- EETC-Certified Master Technician

University of Wisconsin Extension (UWEX)

- UWEX Certified Pesticide Applicator

Implementation

If approved, the recommendations of this job study will be effective Pay Period 3, 2022 (January 23, 2022). The recommendations in this report are the result of a study of the cost of labor in southeastern Wisconsin and are not the result of reclassifications based upon changes to duties and responsibilities. This means that with these recommendations, an employee's pay will increase only in the event that an employee's previous base rate of pay is less than the recommended minimum recruitment rate of the title.

In terms of implementing the percentage increases for certifications, an employee will receive the corresponding percentage increase over their base rate of pay for each certifications held as of Pay Period 3, 2022 (January 23, 2022). If an employee is currently receiving a percentage increase for a certification they have not maintained, the employee's pay will be decreased by the corresponding percentage effective Pay Period 3, 2022 (January 23, 2022).

Actions Required Effective Pay Period 3, 2022 (January 23, 2022)

In the Salary Ordinance:

Under Pay Range 1DX

- Delete titles 'Urban Forestry Manager' and 'Property Maintenance and Compliance Manager'

Under Pay Range 1EX

- Delete 'Greenhouse and Nursery Manager'

Under Pay Range 1FX

- Add title and footnotes "Urban Forestry Manager (4) (10) (11) (15) (21) (22)'
- Add title and footnotes "Forestry Shop and Maintenance Manager (4) (10) (11) (15) (21) (22)'
- Add title and footnotes "Property Maintenance and Compliance Manager (4) (10) (11) (15) (21) (22)'

(11) Recruitment is at:

Biweekly	2,935.23
Annual	76,315.98

(22) Recruitment is at:

Biweekly	3,023.29
Annual	78,605.46

Under Pay Range 1GX

- Add title and footnotes 'Greenhouse and Nursery Manager (8) (15) (23) (30)'

(15) Recruitment is at:

Biweekly	3,111.31
Annual	80,894.06

(30) Recruitment is at:

Biweekly	3,204.65
Annual	83,320.88

Under Pay Range 1HX

- Add footnotes 'Urban Forestry District Manager (3) (8) (11) (16)'

Under Pay Range 1JX

- Add footnotes 'Forestry Services Manager (2) (4) (8) (10)'

Under Pay Range 2GN

- Delete Landscape Architect

Under PR 2IN

- Add title and footnotes 'Landscape Architect (3) (9) (10) (13) (19) (20)
- (10) Incentives for attaining and maintaining specific certifications with DER approval
- (20) Incentives for attaining and maintaining specific certifications with DER approval

Under Pay Range 7CN

- Delete the title "Equipment Mechanic III"
- Delete the contents for footnotes (1) (2) (5) (6) and repurpose for the footnotes below.
- Delete footnotes (3) and (7) in their entirety and renumber accordingly.
- Add footnotes 'Urban Forestry Arborist Apprentice (1) (2) (3) (4) (5) (6)
- (1) Recruitment is at step 1 of the following range. An employee will advance to step 2 upon passing probation. An employee will advance to step 3 and step 4 following 2080 hours of successful performance at the previous step.

Biweekly	1,487.88	1,655.08	1,791.50	1,882.50
Annual	38,684.88	43,032.08	46,579.00	48,945.00

- (2) Incentives for attaining and maintaining specific certifications with DER approval
- (4) Recruitment is at step 1 of the following range. An employee will advance to step 2 upon passing probation. An employee will advance to step 3 and step 4 following 2080 hours of successful performance at the previous step.

Biweekly	1,532.52	1,704.73	1,845.25	1,938.98
Annual	39,845.52	44,322.98	47,976.50	50,413.48

- (5) Incentives for attaining and maintaining specific certifications with DER approval

Under Pay Range 7EN

- Delete title 'Nursery Specialist' and footnotes (4) (5) (9) (10) - renumber accordingly.

Under Pay Range 7FN

- Delete footnotes (1) (3) (4) (6) and renumber accordingly.

Under Pay Range 7HN

- Delete the title 'Urban Forestry Specialist'
- Delete contents for footnotes (5) (6) (7) (15) (16) (17) to be repurposed.
- Create footnotes (11) (12) (23) (24) and renumber accordingly.

- (5) Recruitment is at the minimum of the following range:

Biweekly	1,900.77	2,090.15
Annual	49,420.02	54,343.90

- (6) Recruitment is at:

Biweekly	1,730.46
Annual	44,991.96

- (7) Incentives for attaining and maintaining specific certifications with DER approval

(11) Additional 5% biweekly when performing Lead Worker duties.

(12) Additional 2% biweekly when assigned to operate the Prentice Loader or End Loader

- (17) Recruitment is at the minimum of the following range:

Biweekly	1,957.70	2,152.85
Annual	50,900.20	55,974.10

- (18) Recruitment is at:

Biweekly	1,782.37
Annual	46,341.62

- (19) Incentives for attaining and maintaining specific certifications with DER approval

(23) Additional 5% biweekly when performing Lead Worker duties.

(24) Additional 2% biweekly when assigned to operate the Prentice Loader or End Loader

- Add the title 'Nursery Specialist' and apply footnotes (5) (7) (10) (11) (12) (17) (19) (22) (23) (24)
- Add the title 'Forestry Equipment Mechanic' and apply footnotes (6) (7) (10) (18) (19) (22)

Under Pay Range 7IN

- Delete the titles 'Nursery Crew Leader' 'Urban Forestry Crew Leader'
- Delete contents of footnotes (1) (3) (7) (8) (10) (14) and repurpose.
 - (1) Incentives for attaining and maintaining specific certifications with DER approval
 - (3) Appointment may be at any rate in the pay range with the approval of DER.
 - (7) Additional 5% when assigned shop oversight duties.
 - (8) Incentives for attaining and maintaining specific certifications with DER approval
 - (10) Appointment may be at any rate in the pay range with the approval of DER.
 - (14) Additional 5% when assigned shop oversight duties.
- Add the title 'Forestry Equipment Mechanic' and apply footnotes (1) (3) (7) (8) (10) (14)

Under Pay Range 7JN

- Create footnotes:
 - (8) Recruitment is at:

Biweekly	1,900.77
Annual	49,420.02

- (9) Incentives for attaining and maintaining specific certifications with DER approval
- (10) Additional 5% biweekly when performing core forestry duties.
- (11) Additional 2% biweekly when assigned to operate the Prentice Loader or End Loader.
- (12) Additional 3% biweekly when assigned to operate the Grapple Saw.
- (20) Recruitment is at:

Biweekly	1,957.79
Annual	50,902.62

- (21) Incentives for attaining and maintaining specific certifications with DER approval
- (22) Additional 5% biweekly when performing core forestry duties.
- (23) Additional 2% biweekly when assigned to operate the Prentice Loader or End Loader.
- (24) Additional 3% biweekly when assigned to operate the Grapple Saw.
- Add the title 'Urban Forestry Specialist' and apply footnotes (7) (8) (9) (10) (11) (12) (19) (20) (21) (22) (23) and (24).

Under Pay Range 7LN

- Delete title and footnotes 'Urban Forestry Technician (2) (3) (7) (8)'

Under Pay Range 7ON

- Create the following footnotes:
 - (9) Recruitment is at:

Biweekly	2,090.85
Annual	54,362.10

- (10) Additional 5% biweekly when performing contract administration duties.
- (11) Additional 5% biweekly when performing greenhouse oversight duties.
- (12) Incentives for attaining and maintaining specific certifications with DER approval
- (13) Additional 2% biweekly when assigned to operate the Prentice Loader or End Loader.
- (14) Additional 3% biweekly when assigned to operate the Grapple Saw.

(23) Recruitment is at:

Biweekly	2,153.58
Annual	55,992.96

(24) Additional 5% biweekly when performing contract administration duties.

(25) Additional 5% biweekly when performing greenhouse oversight duties.

(26) Incentives for attaining and maintaining specific certifications with DER approval.

(27) Additional 2% biweekly when assigned to operate the Prentice Loader or End Loader.

(28) Additional 3% biweekly when assigned to operate the Grapple Saw.

- Add title and apply footnotes 'Urban Forestry Technician' (8) (9) (10) (12) (22) (23) (24) (26)
- Add title and apply footnotes 'Nursery Crew Leader' (8) (9) (11) (12) (13) (22) (23) (25) (26) (27)
- Add title and apply footnotes 'Urban Forestry Crew Leader' (7) (8) (9) (12) (13) (14) (21) (22) (23) (26) (27) (28)

Under Pay Range 7QN

- Delete title and footnotes 'Landscape and Irrigation Specialist (2) (3) (9) (10)'

Under Pay Range 7RN

- Create footnotes:

(2) Recruitment is at:

Biweekly	3,224.02
Annual	83,824.52

(4) Recruitment is at:

Biweekly	3,320.74
Annual	86,339.24

- Add title 'Landscape and Irrigation Specialist' and apply footnotes (1) (2) (3) and (4)

Under Pay Range 8EN

- Delete contents of footnotes (2) (7) and repurpose:
 - (2) Incentives for attaining and maintaining specific certifications with DER approval.
 - (7) Incentives for attaining and maintaining specific certifications with DER approval.
- Apply footnotes (2) (4) (7) and (9) to 'Urban Forestry Laborer'

In the Positions Ordinance:

Under Department of Public Works – Operations Division, Forestry Section:

Shop Operations:

- Delete one position of 'Shop and Maintenance Supervisor'.
- Delete one positions of 'Lead Equipment Mechanic'.
- Delete two positions of 'Equipment Mechanic III'.
- Add one position of Forestry Shop and Maintenance Manager'.
- Add one position of Forestry Equipment Mechanic – Lead'.
- Add two positions of 'Forestry Equipment Mechanic'.

Prepared by: Andrea Knickerbocker

Andrea Knickerbocker, Human Resources Manager

Reviewed by: _____


Makda Fessahaye, Employee Relations Director