



Legislation Details (With Text)

File #: 161058 **Version:** 1
Type: Ordinance **Status:** Passed
File created: 11/22/2016 **In control:** FINANCE & PERSONNEL COMMITTEE
On agenda: **Final action:** 12/13/2016

Effective date:

Title: A substitute ordinance to further amend the 2017 rates of pay of offices and positions in the City Service.

Sponsors: THE CHAIR

Indexes: SALARY ORDINANCE

Attachments: 1. Notice Published on 1-4-17

Date	Ver.	Action By	Action	Result	Tally
11/22/2016	0	COMMON COUNCIL	ASSIGNED TO		
12/2/2016	1	CITY CLERK	DRAFT SUBMITTED		
12/7/2016	1	FINANCE & PERSONNEL COMMITTEE	RECOMMENDED FOR PASSAGE	Pass	4:0
12/13/2016	1	COMMON COUNCIL	PASSED	Pass	15:0
12/20/2016	1	MAYOR	SIGNED		
1/4/2017	1	CITY CLERK	PUBLISHED		

161058
Substitute 1
160596, 160929, 161034
THE CHAIR

A substitute ordinance to further amend the 2017 rates of pay of offices and positions in the City Service.

This substitute ordinance changes the rates of pay in the following departments:
All Departments

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

Part 1. Part 1, Section 4 of ordinance File Number 160596 relative to rates of pay of offices and positions in the City Service is hereby amended as follows (Effective Pay Period 26, 2016 - December 4, 2016):

Under Pay Range 4MX, replace the range as follows:

Hourly	38.67	54.15
Biweekly	3,093.89	4,331.77
Annual	80,441.14	112,626.02

Add footnote designation “(1)” to the title “Battalion Chief, Fire” to read as follows: “(1) Appointment rate to be at \$4,118.00 (\$107,068.00) effective Pay Period 26, 2016. This rate supersedes the promotional percentage increase under Part II, Section 5 of the Salary Ordinance.”

Under Pay Range 4OX, replace the range as follows:

Hourly	43.94	61.52		
Biweekly			3,515.50	4,921.58
Annual			91,403.00	127,961.08

Add footnote designation “(2)” to the title “Deputy Chief, Fire” to read as follows: “(2) Appointment rate to be at \$4,266.93 (\$110,940.18) effective Pay Period 26, 2016. This rate supersedes the promotional percentage increase under Part II, Section 5 of the Salary Ordinance.”

Under Pay Range 4RX, delete footnote designation “(1)” after the title “Assistant Fire Chief” and add the footnote designations “(2)” and “(3)” to read as follow:

“(2) To be paid in the following range effective Pay Period 26, 2016: \$3,993.89 - \$5,591.58 (\$103,841.14 - \$145,381.08). Appointment rate to be at \$4,435.66 (\$115,327.16). This rate supersedes the promotional percentage increase under Part II, Section 5 of the Salary Ordinance.”

“(3) Gerard Washington and Brian Smith to be paid at the rate of \$4,556.41 (\$118,466.66) effective Pay Period 26, 2016.”

Part 2. Part 2, Section 4 of ordinance File Number 160596 relative to rates of pay of offices and positions in the City Service is hereby amended as follows (Effective Pay Period 1, 2017 - January 1, 2017):

Under Part II, delete the narrative under “SECTION 4 - SALARY ADVANCEMENT AND SALARY ANNIVERSARY DATES” and substitute with the following:

“Salary advancement above the rate of initial appointment shall be as authorized in this Ordinance. Salary advancement in this section refers to pay progression practices within a pay range. Some City Departments are authorized to implement salary adjustments for employees in specific employee groups based on employees meeting core competencies, certification credentials and/or performance standards per approved Career Ladders effective Pay Period 2, 2012 or later.

Except for practices stemming from labor bargaining agreements in full force and effect or provisions approved in conjunction with the implementation of Career Ladders approved by Common Council action, salary advancement practices in 2017 will fall under one of the following categories:

Group A

Employees holding positions in one of the Sections identified below and who are in “good standing” as defined in guidelines developed and administered by DER.

Section 3 - Technicians

Section 5 - Paraprofessionals

Section 6 - Administrative Support

Section 7 - Skilled Craft

Section 8 - Service and Maintenance

Group B

Employees holding positions in one of the Sections identified below and who, based on merit principles, achieve an overall minimum performance rating of “meets performance expectations”, per guidelines developed and administered by DER.

Section 1- Officials and Administrators

Section 2 - Professionals

Section 4- Protective Service (management sworn)

A. Amount of Salary Adjustments: In 2017 salary adjustments for eligible employees will be as follows:

Group A

Eligible employees shall receive a salary adjustment of 2% of the employee’s biweekly rate of pay effective on the employee’s salary anniversary date.

Group B

Eligible employees shall receive a salary adjustment based on their overall performance rating as specified below under a performance merit plan established by DER.

- 2% of the midpoint of the pay range the position is assigned to when the employee receives an overall rating of “meets performance expectations”, or
- 3% of the midpoint of the pay range the position is assigned to when the employee receives an overall rating of “often exceeds performance expectations” or for Legislative Assistants in the Common Council - City Clerk’s Office provided they are otherwise eligible, or
- 4% of the midpoint of the pay range the position is assigned to when the employee receives an overall rating of “consistently exceeds performance expectations.”

Increases granted under this section shall be base building up to the maximum of the pay range. Any salary adjustment granted to employees near or at the top of the pay range will be capped by the pay range maximum. Any excess adjustment due to the employee will be awarded via a non-pensionable lump sum payment consistent with guidelines developed and administered by DER. Employees who are above the maximum of their pay range as a result of the pension offset authorized by Common Council File #110740 shall be eligible to receive such non-pensionable, lump sum payments provided that they meet all other requirements and conditions.

B. Salary Anniversary Dates and Timing of Salary Adjustments: A determination regarding an employee’s eligibility for a salary adjustment will be made near or on the employee’s salary anniversary date. The salary adjustment resulting from that process will be effective the pay period of the employee’s salary anniversary date. Lump sum payments due to eligible employees will be paid in accordance with guidelines developed and administered by DER.

An employee’s original salary anniversary date is based on 26 pay periods after appointment. A new salary anniversary date is established upon promotion or demotion. A salary anniversary date shall be adjusted for unpaid time off.

C. Eligibility Considerations: an employee’s eligibility for salary advancement after the initial appointment or promotion is contingent upon the completion of 26 biweekly pay periods of active service. To be eligible for salary adjustments, non-probationary employees in Group A must be in good standing as documented in an “Employee Assessment” form to be completed by their supervisor. Employees who are subject of a performance improvement plan (PIP) or have received discipline during the 12 month period immediately preceding their anniversary date shall be ineligible for a salary adjustment.

Non-probationary employees in Group B must receive a minimum “meets performance expectations” rating as part of a performance merit plan established by DER. Employees who are under a performance improvement plan (PIP) or have received discipline during the 12 month period immediately preceding their salary anniversary date shall be ineligible for

an adjustment.

The Department of Employee Relations shall develop guidelines and procedures to administer pay progression practices authorized in this section, including establishing administrative review procedures for non-probationary employees who are deemed ineligible to receive a salary adjustment.

D. Funding: salary increases shall be limited to the funding allocation established by the Budget and Management Division for each department.

E. Exceptions and exclusions: the following positions are not eligible for salary adjustments established under this section.

- 1) Positions in approved Career Ladders - salary adjustments or pay progression practices shall be consistent with the terms and conditions established for the Career Ladders.
- 2) Assistant City Attorney positions in the City Attorney's Office - incumbents who are subject to pay progression practices per an approved performance merit plan are subject to the conditions and restrictions of that plan. The City Attorney is authorized to create a performance merit pay with salary adjustments that shall not exceed 4% of an eligible employee's salary. Salary adjustments for eligible employees shall be contingent upon the availability of funds within the City Attorney's Office budget as determined by the Budget and Management Analysis Division.
- 3) Positions in the Employee Retirement System with a footnote authorizing their compensation to be at any rate in the pay range upon approval of the Annuity and Pension Board.
- 4) Sworn Represented positions in SECTION 4 -Protective Services
- 5) Positions in SECTION 9 - Hourly, Part-time, Intermittent.
- 6) Positions in SECTION 10 - Boards and Commissions.
- 7) Positions in Section 11 - Elected Officials.”

Part 3. Part 2, Section 5 of ordinance File Number 160596 relative to rates of pay of offices and positions in the City Service is hereby amended as follows (Effective Pay Period 1, 2017 - January 1, 2017):

Under Part II, Section 5, delete the first paragraph under “A. Promotions, Reclassifications, and Reallocations” and substitute the following:

“

- A. Promotions, Reclassifications, and Reallocations: promotion after a reclassification (title and pay range change), promotions after under-fill (appointment at a lower level than that authorized in the Positions Ordinance), and promotion after reallocation (position is assigned to a different existing pay range) shall be at 5% above the rate received prior to the promotion, or the minimum of the new pay range, or the footnoted minimum recruitment rate whichever is greatest. When an existing pay range is restructured based on labor market considerations as determined by DER, the employee will retain his/her rate of pay unless it is below the minimum of the new pay range, or a footnoted rate, when applicable. Appointment to a position in a pay range with a lower maximum rate but with a higher minimum rate may be considered a promotion for pay administration purposes as determined by Employee Relations.”

Part 4. All ordinances or parts of ordinances contravening the provisions of this ordinance are hereby repealed.

Part 5. The provisions of Part 1 of this ordinance are deemed to be in force and effect from and after Pay Period 26, 2016 (December 4, 2016).

Part 6. The provisions of Parts 2 and 3 of this ordinance are deemed to be in force and effect from and after Pay Period 1, 2017 (January 1, 2017).

The provisions of this ordinance are deemed to be in force and effect from and after its passage and publication.

Part 7. This ordinance will take effect and be in force from and after its passage and publication.

City Clerk's Office
Chris Lee
12/02/2016

Technical Corrections 12/20/16 Chris Lee