



Legislation Details (With Text)

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**Effective date:**

**Title:** A substitute ordinance to further amend the 2018 rates of pay of offices and positions in the City Service.

**Sponsors:** THE CHAIR

**Indexes:** SALARY ORDINANCE

**Attachments:** 1. Notice Published on 1-10-18

Date	Ver.	Action By	Action	Result	Tally
11/28/2017	0	COMMON COUNCIL	ASSIGNED TO		
12/8/2017	1	CITY CLERK	DRAFT SUBMITTED		
12/8/2017	1	FINANCE & PERSONNEL COMMITTEE	HEARING NOTICES SENT		
12/13/2017	1	FINANCE & PERSONNEL COMMITTEE	RECOMMENDED FOR PASSAGE	Pass	4:0
12/19/2017	1	COMMON COUNCIL	PASSED	Pass	15:0
1/2/2018	1	MAYOR	SIGNED		
1/10/2018	1	CITY CLERK	PUBLISHED		

171246  
SUBSTITUTE 1  
170680, 171242, 171244, 171293  
THE CHAIR

A substitute ordinance to further amend the 2018 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, Employees' Retirement System, Department of Neighborhood Services, Department of Public Works

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

**Part 1.** Part 1, Section 1 of ordinance File Number 170680 relative to rates of pay of offices and positions in the City Service is hereby amended as follows (Effective Pay Period 26, 2017 - December 17, 2017):

Under Pay Range IIX, add the titles "ERS Systems Manager (6)" and "ERS Applications Manager (6)" with footnote to read:

"(6) Recruitment at any rate in the pay range based upon experience and credentials with the approval of the DER."

**Part 2.** Part 1, Section 2 of ordinance File Number 170680 relative to rates of pay of offices and positions in

the City Service is hereby amended as follows:

Under Pay Range 2DN, amend footnote “(10)” to read:

“(10) Employees in these job classifications who are not at \$2,080.49 and who attain and maintain all three of the certifications specified in footnote (9) shall advance one additional increment. After such employees advance to \$2,080.49, such employees shall advance as outlined in footnote (9).”

**Part 3.** Part 1, Section 7 of ordinance File Number 170680 relative to rates of pay of offices and positions in the City Service is hereby amended as follows:

Under Pay Range 7QN, amend footnote “(5)” to read:

“(5) An employee shall be paid an additional \$1.50 per hour when designated to hold the Type C Contractor’s Electrical License for the City. An employee shall be paid an additional \$1.50 per hour when assigned as a Crew Chief, Duty Electrician, Designated Electrician, Dispatcher, or to rotating telephone switch maintenance duties.”

**Part 4.** Part 1, Section 7 of ordinance File Number 170680 relative to rates of pay of offices and positions in the City Service is hereby amended as follows (Effective Pay Period 26, 2017 - December 17, 2017):

Under Pay Range 7CN, add the title “Urban Forestry Arborist Apprentice (9)” and add footnote “(9)” to read as follows:

“(9) Career Ladder and Apprenticeship Position. Recruitment is at \$1,284.67 biweekly (\$33,401.42). At the completion of probation, an employee will advance to \$1,622.61 biweekly (\$42,187.86). Employees will continue to advance 2% of base pay up to a maximum of \$1,756.37 biweekly (\$45,665.50) upon certification by the Commissioner of Public Works of having attained the required job performance and criteria of the Apprenticeship training program. Employee may advance 2% of base pay each for attaining and maintaining up to two primary certifications and 1% of base pay for attaining and maintaining one secondary certification. Employees may advance up to \$1,845.60 biweekly (\$47,985.49) when they attain and maintain both of the two primary certifications. Employees at the maximum rate of the pay range are not eligible for a lump sum payment. An employee appointed as an Urban Forestry Arborist Apprentice with a biweekly rate of pay higher than the minimum rate for an apprentice shall retain the higher rate of pay or the maximum of the pay range, whichever is lower. The employee shall retain this rate of pay until such time as the increment of the apprentice pay range to which the employee is entitled by virtue of the requirements of the apprentice training program equals or exceeds this rate of pay. Then, the employee shall be compensated at the applicable increment that equals or exceeds the employee’s former rate of pay.”

Under Pay Range 7HN, amend footnote “(13)” to read as follows:

“(13) Career Ladder Position. Recruitment is at \$1,730.77 biweekly (\$45,000.02). Employees in the Forestry Section will advance 2% of base pay up to \$2,001.89 biweekly (\$52,049.14) upon certification by the Commissioner of Public Works of having attained the required job performance and demonstrated competencies (2% lump sum if paid at the maximum of the range). Employee may advance 2% of base pay each for attaining and maintaining up to two primary certifications and 1% of base pay for attaining and maintaining one secondary certification. Employees may advance up to \$2,041.92 biweekly (\$53,089.92) when they attain and maintain both of the two primary certifications. The following

employees are to be paid a base rate in the range of \$1,622.61 to \$2,001.89 biweekly (\$42,187.86 to \$52,049.14): Peter Anderson, Ryan Bagley, Dustin Batterman, William Bond, Kevin Boothby, Alistair Boyle, Cassandra Brayton, Michael Brennan, Craig Burnett, Johnny Burnett, Kevin Cerda, Alec Cournia, Mickey Critton Sr., Jonah del Moral, Jeffrey Dollhopf, Thomas Hanson, Tyrone Harper, Jarred Hoover, Matthew Kettner, Mitchell Kulis, Joshua Loeb, Noah Macek, Shawn McPhail, Matthew Nechodomu, Joshua Oettiker, Jerry Parker, Dane Rasmussen, Justin Reineke, Elliot Revels, Jessamyn Rideaux-Crenshaw, Andrew Riese, Elton Rogers, Michael Salinas, Michael Schoeller, Stephen Suminski Jr., Christopher Szymanski, Aaron Taylor, Joshua Tybring, Chad Vance, Bryan Wendelberger, Justin Williamsen, Ryan Zizzo.”

**Part 5.** Part 2, Section 4 of ordinance File Number 170680 relative to rates of pay of offices and positions in the City Service is hereby amended as follows:

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 2018 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 2018, 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. For Group A employees, the salary adjustment resulting from that process will be effective the pay period of the employee’s salary anniversary date. Salary adjustments for Group B eligible employees will be effective Pay Period 20, 2018 or on their anniversary date if it occurs after Pay Period 20. 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 26 pay periods 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 26 pay periods 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 advancement within a career ladder, including lump sum payments, shall be consistent with the guidelines established by DER 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 6.** All ordinances or parts of ordinances contravening the provisions of this ordinance are hereby repealed.

**Part 7.** The provisions of Parts 1 and 4 of this ordinance are deemed to be in force and effect from and after Pay Period 26, 2017 (December 17, 2017).

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

**Part 8.** This ordinance will take effect and be in force from and after its passage and publication.

City Clerk's Office  
Chris Lee  
12/08/17