



AGENDA OF THE PERSONNEL COMMITTEE

TUESDAY, OCTOBER 10, 2023, 4:30 PM

In person at City Hall, Room 207.

Virtual attendance also available via Zoom.

Immediately following Finance.

A. Zoom Meeting Information.

1. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/86846491807?pwd=K3NJQlNxdXUlcjB2RlR0TWVTUkYdz09>

Or call in by phone: +1 312 626 6799

Meeting ID: 868 4649 1807

Passcode: 298054

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. Roll Call.

C. Approval of the Agenda.

D. Approval of Minutes.

1. Approval of the Minutes from the September 12, 2023 Personnel Committee meeting.

E. Regular Business.

1. For consideration with possible action on the request to fill the following positions and all subsequent vacancies resulting from internal transfers.
 - a. Financial Analyst
 - b. Operator II
 - c. Payroll Manager
2. For consideration with possible action on the addition of an Office of Violence Prevention Public Health Data Officer.
3. For consideration with possible action on the implementation of the updated City Pay Plan as

recommended by Carlson Dettmann market analysis.

4. For consideration with possible action on Health, Dental, Vision, Life, and Disability benefits starting January 1, 2024.
5. For consideration with possible action on the 2024 City of Green Bay and City of Green Bay Fire Fighters Local 141, International Association of Fire Fighters AFL-CIO 158 labor agreement.

The Committee may convene in closed session pursuant to § 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating public employee contracts for competitive or bargaining reasons. The Committee may thereafter reconvene in open session pursuant to § 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

F. Informational.

1. Report of Routine Personnel Action Items
2. Next Meeting: October 24, 2023

G. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Personnel Committee meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

October 10, 2023

PREPARED BY**AGENDA ITEM # E.I**

For consideration with possible action on the request to fill the following positions and all subsequent vacancies resulting from internal transfers.

- a. Financial Analyst
- b. Operator II
- c. Payroll Manager

BACKGROUND**RECOMMENDATION****FISCAL IMPACT****ATTACHMENTS**

- 1. Personnel Committee Request to Fill Memo - 10.10.2023
- 2. Financial Analyst Request to Fill
- 3. Operator II - T. Krueger 10.16.23
- 4. Position Request To Fill-Payroll Manager-10.05.23

MEMORANDUM



Human Resources Department

To: Personnel Committee

From: Emma Baierl
Human Resources Generalist

Re: Request to Fill Vacant Positions

Date: October 10, 2023

The Human Resources Department is requesting authorization to fill the following replacement positions approved as part of the 2023 budget and all subsequent vacancies resulting from internal transfers. The justification reports are attached.

- Financial Analyst – Replacement position due to the promotion of Brett Vogel to the position of Deputy Treasurer effective September 25, 2023. This position is budgeted at \$23.92 – \$28.15 per hour. (Pay Grade G)
- Operator II – Replacement position due to the retirement of Tom Krueger effective October 16, 2023. This position is budgeted at \$23.92 - \$28.15 per hour. (Pay Grade G)
- Payroll Manager – Replacement position due to the retirement of Jill VandenPlas effective October 25, 2023. This position is budgeted at \$68,973 - \$77,126 annually.

**Position Fill Request
Justification Report
September 27, 2023**

Position Title: Financial Analyst

- 1. If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

 X **Replacement Position** **Not a Replacement Position**

This position is vacant due to the promotion of Brett Vogel to the position of Deputy Treasurer effective 9/25/23.

- 2. Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**

Yes, this position is in the current budget. The wage range is \$23.92-\$28.15/hour (Pay Grade G).

- 3. Please list the functions and any special information regarding this position.**

This position is responsible for the following:

- Monitor and record daily cash transactions
- Reconcile numerous bank accounts
- Gathers, proofs, analyzes, summarizes, and posts financial related data. Manage stale outdated checks and turnover unclaimed checks
- Record, monitor and comply with room tax revenues reports monthly and annually
- Calculates, verifies, and invoices other funding sources for salaries and other expenses including annual chargebacks to departments.
- Manages Tyler Munis revenue module, maintains charge codes, and issues adjustments to invoices for all City departments. Follows-up on aged receivables. Trains all departments in general billing process.
- Maintains batch report records for first installment tax payments including credit card payments.
- Compiles 74.41 charge-backs and 74.315 omitted taxes to Dept. of Revenue.
- Prepares General Billing invoices to Water Utility.
- Calculates and bills PILOTs and trailer taxes
- Updates and maintains new lease and subscription software required starting in 2022 by GASB, calculating amortization and book journal entries.
- Monitors and keeps records on monthly/annual lease payments.
- Audits petty cash accounts
- Performs a variety of follow-up activities and creates necessary journal entries.
- Updates TIF cash flow spreadsheets, determines developers' payment compliance and completes annual TIF report for WDOR.
- Track developer agreements including milestones, payouts, and invoicing.
- Assist with Joint Review Board reporting.
- Assists with 5 year CIP plan and annual revenue budgeting
- Maintains debt service spreadsheets and updates as necessary.

- Provides back up support to the Account Clerk II. Phones, door, mail
- Assist with other duties as assigned by the Finance Director and Assistant Finance Director

4. Does the position generate revenue or reduce expenses? If so, provide an estimated amount.

By staying on top of our aged invoices we stand a higher likelihood of collecting the revenue due to the City. In addition by following up on transient houses we are able to collect additional revenue through room tax. Time spent related to TIDs is charged back and funded by those TIDs.

5. Please explain why current staff is unable to absorb duties of this position.

This position is essential to the daily monitoring of the City's cash.

6. If duties of position are presently being done, how are they done?

Other employees will be assisting with the job duties including the other Financial Analyst, Senior Accountant, Deputy Treasurer, Assistant Finance Director and Finance Director.

7. What service would be reduced or eliminated if this position is not filled?

Great attention to detail is required to monitor the millions of dollars that flow through the City. Limited time for review increases the risk of errors and the potential for more findings during the next annual audit.

8. What are the alternative methods and costs of accomplishing the work?

Many of these tasks are unable to be outsourced.

9. Are there union issues?

No

**Position Fill Request
Justification Report
October 3, 2023**

Position Title: Operator II – DPW Operations Division/Street Section

- 1. If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

 X **Replacement Position** **Not a Replacement Position**

This position will be vacant due to the retirement of Tom Krueger effective at the end of the workday on October 16, 2023.

- 2. Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**

Yes, this position is currently funded in the DPW operating budget. The current salary range for this position is \$23.92/hour \$28.15/hour (Pay Grade G).

- 3. Please list the functions and any special information regarding this position.**

Operator II employees perform a range of duties including, but not limited to operation of the tub grinder, loaders, graders, backhoes, excavators, rollers, and other specialized equipment. They also operate commercial vehicles, and perform general labor related to pavement repair, roadway appurtenance repair, and other assignments necessary to perform DPW functions.

- 4. Does the position generate revenue or reduce expenses? If so, provide an estimated amount.**

This position does not generate revenue for the City. But the use of in-house labor and equipment reduces the need to contract for those services.

- 5. Please explain why current staff is unable to absorb duties of this position.**

Loss of an Operator II position represents a reduction in DPW's ability to provide all Street Section services in a timely manner, including snow plowing. Additionally, effective and efficient operation of road graders and loaders is a learned and acquired skill. Not all employees exhibit the necessary abilities to complete this work. DPW depends on Operator 2 employees for safe and efficient operation of large equipment.

- 6. If duties of position are presently being done, how are they done?**

Duties are assigned to other Street Section employees as needed, dependent on skill level. When there is a lack of personnel, assignments are prioritized. Lower priority tasks may be postponed or end up not being completed.

7. What service would be reduced or eliminated if this position is not filled?

DPW will continue to perform all of its core services. However, a reduction in staffing will result in a lower level of service to residents and potentially increase the amount of time required to complete those services.

8. What are the alternative methods and costs of accomplishing the work?

Reducing the level of DPW core services provided to the community, working overtime to maintain expected levels of service, or outsourcing services which can lead to higher costs.

9. Are there union issues?

No

10. Other supporting comments.

None

**Position Fill Request
Justification Report
October 5, 2023**

Position Title: Payroll Manager

- 1. If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

 X **Replacement Position** **Not a Replacement Position**

This position will be vacant on October 25, 2023 due to the retirement of Jill VandenPlas.

- 2. Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**

Yes, this position is in the current budget: Pay Grade K Exempt \$68,973 - \$77,126 annually.

- 3. Please list the functions and any special information regarding this position.**

This position is responsible for the following:

- Manages and supervises the city payroll processes; ensures all payroll programs run properly and to completion. Responsible for processing payroll in the absence of a Payroll Specialist.
- Reviews various payroll reports to ensure accuracy and timeliness of payroll processes and resolves problems.
- Ensures payroll taxes (Federal and State taxes, Social Security, Unemployment), are properly filed and/or paid in compliance with state and federal law and regulations, monthly, quarterly and annually.
- Responsible for Payroll Module of Tyler Munis Software and the testing of software upgrades. Ensures software changes are in compliance with federal and state tax laws and regulations.
- Maintains and revises deduction and pay codes, wage and accrual tables within the Tyler Munis Software for conformity with City of Green Bay's and Green Bay Water Utility's approved budgets and departmental contractual agreements.
- Reconciles employee wages and taxes for accurate processing of W-2's. Assist Payroll Specialist with W-2 processing, mailing and Federal and State electronic filings.
- Reports Wisconsin Retirement System earnings and submits monthly payments for employee and employer contributions. Reconciles annual contributions and files Annual WRS Pension Report. Is the liaison with WRS for issues relating to employer and employee contributions.
- Calculates wage, accrual balances and benefits deductions for employees that separate from employment. Responsible for communicating balances to the employee and their supervisors.
- Counsels City employees on retirement accruals and benefits. Calculates final payouts and benefits.
- Works with Information Technology Department in the development of payroll data workflows and verifies that they are correctly implemented.

- Establishes, implements, reviews and revises internal operating policies and procedures related to payroll processing.
- Provides information to employees and department managers on payroll related matters. Troubleshoots time entry and approval issues that employees and supervisors experience.
- Supervises and trains payroll staff in their duties. Reviews and approves payroll and deduction schedules created by the Benefit's Specialist.
- Provides administrative assistance to Finance Department and performs other related duties as assigned by the Assistant Finance Director.

4. Does the position generate revenue or reduce expenses? If so, provide an estimated amount.

Correct payroll processing is crucial to ensure City of Green Bay employees are paid accurately and timely. This position is also critical for compliance with tax laws and reporting obligations, which helps mitigate risk and avoid fines and penalties.

5. Please explain why current staff is unable to absorb duties of this position.

The Payroll Department consists of two positions, Payroll Manager and Payroll Specialist. They process one payroll each week. This position is essential for reviewing and approving the work of the Payroll Specialist and is also responsible for processing payroll in the absence of a Payroll Specialist.

6. If duties of position are presently being done, how are they done?

They are currently being done by the Payroll Manager until retirement. After retirement, the Assistant Finance Director and Payroll Specialist will temporarily assume the critical tasks of this position.

7. What service would be reduced or eliminated if this position is not filled?

The processing of payroll and compensation of City of Green Bay employees.

8. What are the alternative methods and costs of accomplishing the work?

Many of these tasks are unable to be outsourced.

9. Are there union issues?

No



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

October 10, 2023

PREPARED BY

AGENDA ITEM # E.2

For consideration with possible action on the addition of an Office of Violence Prevention Public Health Data Officer.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Personnel Memo - OVP Operations and Data Officer - 10-10-23
2. OVP - Operations and Data Officer JD - 10-10-23



Human Resources Department
100 North Jefferson Street - Room 500
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3147
Fax 920.448.3128

MEMORANDUM

To: Personnel Committee

From: Cheryl Renier-Wigg, Development Director
Kevin Warych, Police Commander

Re: Office of Violence Prevention Operations and Data Officer

Date: October 10, 2022

RECOMMENDATION

- I. The City is recommending to hire an Office of Violence Prevention Operations and Data Officer as a grant funded position.

Job Responsibilities

The Office of Violence Prevention (OVP) works to strategically reduce violence, focusing on firearm violence throughout the City of Green Bay using data-driven community partnerships, street outreach and focused deterrence programs and strategies.

To do this work, the OVP needs to have the ability to both build community relationships and harness data with a focus on public health. This position supports the OVP by managing our data partnerships, translating that for public consumption, and manages vendors. This type of data management will require working across departments, local institutions, and a large number of partners. This role will enable the OVP to create evidence-based tactics, and well as manage reporting to our funders, and the Green Bay community.

In addition, this role would support the efforts of the OVP Director in the broad array of efforts and initiatives led by the department.

Please see the attached job description outlining the job responsibilities of the OVP Operations and Data Officer.

Financial Impact

The salary and benefits of the position will be funded through the \$1,000,000 grant the City received from the Wisconsin Community Safety Fund through the Medical College of Wisconsin.



JOB DESCRIPTION

City of Green Bay

Position Title	OFFICE OF VIOLENCE PREVENTION OPERATIONS AND DATA OFFICER
Department	Community & Economic Development
Reports To	Development Director
Position Status	Exempt
Job Summary	The Office of Violence Prevention (OVP) works to strategically reduce violence, focusing on firearm violence throughout the City of Green Bay using data-driven community partnerships, street outreach and focused deterrence program and strategies. OVP uses evidence-based public health approach to reduce and prevent fatal and non-fatal shootings in Green Bay by providing primary, secondary, and tertiary preventions which address root causes and social determinants of violence programs to prevent violence from occurring. The OVP Director of Data plays a crucial role in developing and implementing data-driven strategies to prevent violence, enhance community safety, and improve the overall well-being of our community. You will be responsible for data collection, analysis, reporting, and dissemination, while collaborating closely with various stakeholders, including law enforcement, community organizations and government agencies.
Essential Functions	▪ Develops and implements a comprehensive data strategy to support violence prevention efforts. Identify key data sources, collection methods, and data management protocols. ▪ Oversees the collection and analysis of data related to violence trends, incidents, and risk factors. Utilize statistical methods and data visualization tools to identify patterns and trends. ▪ Collaborates with program managers to design and implement program evaluations, measuring the effectiveness of violence prevention initiatives and making data-driven recommendations for improvement. ▪ Prepares and presents data reports to educate various stakeholders, including government officials, community leaders, and funding agencies. Create data dashboards for real-time monitoring of violence trends (i.e. risk terrain modeling). ▪ Works to integrate data from multiple sources, including law enforcement, healthcare, education, and community organizations, to provide a comprehensive view of violence-related issues. ▪ Ensures the ethical and secure handling of sensitive data, complying with all relevant data protection regulations and policies. ▪ Collaborates with community organizations, advocacy groups, and residents to gather input and ensure that data-driven strategies are responsive to community needs. ▪ Assists in the development of grant proposals and funding applications by providing data-driven evidence of program impact and effectiveness. ▪ Represents Performs other duties as assigned.

Knowledge, Skills And Abilities	▪ Knowledge of the policies, principles, and resources related to violence prevention programs, program monitoring, and evaluation techniques; public administration principles, practices, and methods of administrative and organizational analysis; applicable federal, state, and local laws, rules, and regulations, and the role of federal and state agencies related to violence prevention programs; business computer user applications, particularly as related to data analysis and management; principles and practices of employee selection, supervision, training and professional development; community organization, group dynamics, training and consultation methods and practices; current issues, trends, strategies, and industry best practices in the violence prevention field; and budgetary principles and practices. Professional familiarity with at least two of the following: law enforcement, direct outreach or violence prevention, reentry services, workforce development, and community organizing. ▪ Skill in working effectively with diverse stakeholders including law enforcement personnel, community leaders and organizers, residents affected by violence, service providers, etc.; encouraging and leveraging different perspectives, wisdom, and experience of community members; sound judgement and integrity; clarity and accountability for strategy goals, objectives and activities through performance management of the OVP mission, goals and objectives; attention to detail, including strong administrative skills. ▪ Ability to utilize a computer and the required software; communicate effectively both orally and in writing; establish and maintain effective working relationships with staff and the public; ability to work the required hours of the position.
Minimum Education And Experience	▪ Bachelor's degree from an accredited four-year college or university. ▪ 2-5 years of professional level nonprofit or community based experience, public health, or administrative and analytical experience, including budget, strategic planning, policy analysis, organizational development, program design, implementation and evaluation, crime prevention programming, or personnel management. ▪ Experience in data analysis, preferably in the context of violence prevention or public health. ▪ A post-graduate degree or additional work experience in community-based work may substitute for the required professional level governmental administrative and analytical experience. ▪ Valid driver's license and good driving record. A combination of equivalent experience and/or education may be considered.
Physical Requirements	Ability to perform the following activities: ▪ Lifting and carrying up to 20 pounds. ▪ Frequent standing and sitting. ▪ Ability to focus for long periods of time on projects. ▪ Ability to stoop, reach and lift.
The above is not to be construed as an exhaustive statement of duties, responsibilities or requirements. I have read the above position description and understand the duties and responsibilities of the position.	

Employee Name (please print)

Date

Employee Signature



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

October 10, 2023

PREPARED BY**AGENDA ITEM # E.3**

For consideration with possible action on the implementation of the updated City Pay Plan as recommended by Carlson Dettmann market analysis.

BACKGROUND**RECOMMENDATION****FISCAL IMPACT****ATTACHMENTS**

- I. Personnel Committee - 2024 City Pay Plan Recommendation



Human Resources Department
100 North Jefferson Street - Room 500
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3147
Fax 920.448.3128

MEMORANDUM

To: Personnel Committee

From: Joseph Faulds, Chief of Operations

Re: City of Green Bay Employee Compensation Recommendation

Date: October 10, 2022

RECOMMENDATION

As a result of the recent market assessment conducted by the City's consultant, Carlson and Dettman, the following is the recommendation for employees on the City Pay Plan for the 2024 budget:

- To implement the 50th/75th percentile plan starting January 1, 2024.
- Provide a 2% COLA on April 1, 2024.
- Employees will receive his or her annual step increase or increase in the performance range based on current policies.

2017 CLASSIFICATION AND COMPENSATION STUDY

The City implemented a new classification and compensation plan in 2017. Since the prior classification study was conducted in the 1980's, the 2017 study involved extensive internal review of positions as well as market comparisons with public sector entities. The purpose of the 2017 classification and compensation study was to:

- Establish a pay structure that created pay grades and classifications to ensure internal alignment and internal equity.
- Develop a pay structure that allows the City to recruit and retain talent.
- Increase the City of Green Bay salary plan to the 50th percentile of the market.
 - o Hybrid plan (7 steps and a performance range).
 - o Movement through the plan/pay grade steps is based on satisfactory performance.
 - o Step 7 is the control point or midpoint of the pay grade (100% of the market).
- Create consistent guidelines for hiring and employee movement through the plan.
 - o Employees generally hired between Steps 1 – 4.
 - o Employees hired at Step 1 are eligible for a step increase after 6 months of employment.
 - o Employees hired at Step 2 or higher are eligible for a step increase after 1 year of employment.

2023 Employee Market Assessment

On May 2, 2023 the Common Council approved the contract for Carlson Dettman Consulting to conduct a market assessment for all City positions under the City's Pay Plan.

- Market Assessment Objectives:
 - The purpose of the study is to create a pay structure that either maintains the 50th percentile or exceeds the 50th percentile to help the City recruit and retain employees.
 - The focus is strictly on the external wage and market comparability of each position.
 - The market assessment did not include the review of each job classification and the respective job duties of the positions to determine placement of each position in the pay plan.
 - There were limited positions that were reviewed for placement in the pay plan and the list of positions is attached.
- Market Comparisons:
 - The study used a variety of public sector comparables and survey data including private and public sector wage data to evaluate our benchmark positions.
 - See Attached List of Comparables in the attached Carlson Dettman Presentation.
 - Nonexempt positions tend to be compared to more localized comparables and exempt positions tend to be compared on a more regional/statewide basis.
- Findings:
 - Carlson and Dettmann presented (2) plan options for consideration:
 - 50th percentile or "Meet-the_Market" plan, or
 - 50th/75th percentile blend that places wages for City positions in a more competitive position than the 50th percentile plan.
 - Compared to the 50th/75th market target our employees are:
 - Top one third of jobs are 11% behind the market
 - Lower two-thirds are 6% behind the market
 - The 50th/75th market plan provides the City with the same hybrid plan structure but different minimums for Pay Grades A through F.
 - Control point to increase approximately 11% for each pay grade
- Implementation:
 - Each employee will be placed on a step of the appropriate pay grade that provides an increase based on the employee's rate of pay on December 31, 2023.
 - If the employee's rate of pay on December 31, 2023 is higher than the control point in the appropriate grade, then that employee will be placed at that current rate of pay.
 - See Attached Distribution Breakdown.
 - Employees will maintain their annual step increase in 2024.
 - Employees will receive a 2% COLA on April 1, 2024.
 - All employees will have an overall minimum wage increase of 3% in 2024.
- Cost:
 - Carlson Dettman estimated that the cost of implementation would be about 3% of payroll or \$892,000.

Distribution of Increases for Placement on Schedule	
<i>Category</i>	
Increase of 10% or higher	13
Increase of 5% - 9.9%	41
Increase of 2% - 4.9%	202
Increase of 1% - 1.9%	84
Increase of 0.9% or less	71
No Increase	25
Currently Paid Over Range Maximum	0

2023 Market Assessment Position Review

The following positions were reviewed as part of the 2023 Market Assessment:

Positions reviewed due to supervisor-to-subordinate compression concerns:

- Police Commander
- Police Captain
- Assistant Fire Chief
- Battalion Chief

The Police Commander and Assistant Fire Chief positions maintained the same paygrade (Pay Grade P) but were advanced through the proposed plan to avoid compression with the Police Captain and Battalion Chief. The Police Captain and Battalion Chief positions were moved from Pay Grade M to Pay Grade O.

Positions reviewed due to reclassifications:

- Assistant IT Director – Pay Grade N
- Deputy City Attorney – Pay Grade O
- Deputy City Clerk – Pay Grade I
- Financial Analyst – Pay Grade H
- Streets Foreperson – Pay Grade H
- Sr. GIS Analyst – Pay Grade K

New positions reviewed:

- Deputy Treasurer – Pay Grade M
- AmeriCorps Field Assistant – Pay Grade F
- Transit Operations Director – Pay Grade M

City Pay Plan
Recommended 2024 Wage Structure: Hybrid Plan
Exempt (Salaried)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Performance Range	
	0.85%	0.875%	0.9%	0.925%	0.95%	0.975%	1%		
S	\$132,891.20	\$136,801.60	\$140,691.20	\$144,601.60	\$148,512.00	\$152,422.40	\$156,332.80	\$156,353.60	\$179,774.40
	Chief of Operations Finance Director				Public Works Director				
R	\$122,179.20	\$125,756.80	\$129,355.20	\$132,953.60	\$136,552.00	\$140,129.60	\$143,728.00	\$143,748.80	\$165,297.60
	City Attorney Development Director Fire Chief IT Director				Municipal Judge Parks, Recreation and Forestry Director Police Chief Transit Director				
P	\$103,438.40	\$106,475.20	\$109,512.00	\$112,548.80	\$115,606.40	\$118,643.20	\$121,680.00	\$121,700.80	\$139,942.40
	Assistant Fire Chief Assistant Public Works Director				Police Commander				
O	\$98,072.00	\$98,072.00	\$103,833.60	\$106,724.80	\$109,616.00	\$112,486.40	\$115,377.60	\$115,398.40	\$132,683.20
	Battalion Chief Chief Building Official Deputy City Attorney Deputy Development Director				Deputy Parks Director Operations Director Police Captain Utility Manager				
N	\$92,705.60	\$95,451.20	\$98,176.00	\$100,900.80	\$103,625.60	\$106,350.40	\$109,075.20	\$109,096.00	\$125,444.80
	Assistant City Engineer Assistant Finance Director City Assessor				Deputy IT Director Human Resources Manager				
M	\$87,360.00	\$89,918.40	\$92,497.60	\$95,056.00	\$97,635.20	\$100,193.60	\$102,772.80	\$102,793.60	\$118,185.60
	Park Superintendent				Deputy Treasurer				
L	\$81,993.60	\$84,406.40	\$86,819.20	\$89,232.00	\$91,644.80	\$94,057.60	\$96,470.40	\$96,491.20	\$110,947.20
	Assistant City Attorney Business Manager City Clerk Civil Engineer III Fleet Manager Housing Administrator Office of Violence Prevention Director				Park Planner Principal Planner Procurement Manager Public Works Superintendent Risk Manager Sr. Programmer Analyst				
K	\$76,648.00	\$78,894.40	\$81,161.60	\$83,408.00	\$85,654.40	\$87,921.60	\$90,168.00	\$90,188.80	\$103,688.00
	Administrative Manager Appraiser III Chief of Staff City Forester Civil Engineer II Housing & Zoning Enforcement Supervisor Maintenance Manager Park Facilities Superintendent				Park Supervisor Payroll Manager Programmer Analyst Recreation Manager Sr. Economic Development Specialist Sr. GIS Analyst Wildlife Sanctuary Superintendent Zoning Administrator				
J	\$71,302.40	\$73,403.20	\$75,504.00	\$77,604.80	\$79,684.80	\$81,785.60	\$83,886.40	\$83,907.20	\$96,470.40
	Administrative Supervisor Civil Engineer I Communications Coordinator Construction Inspection Manager Financial Supervisor Forestry Supervisor Grant Administrator - Limited Term Municipal Court Administrator Office Manager				Park Facilities Supervisor Planner II Public Works Supervisor Recreation Supervisor Resiliency Coordinator Sr. Accountant Transit Operations Supervisor Wellness Administrator				
I	\$65,956.80	\$67,891.20	\$69,825.60	\$71,760.00	\$73,715.20	\$75,649.60	\$77,584.00	\$77,604.80	\$89,232.00
	Accountant Chief Naturalist Community Development Specialist Curator of Animals Deputy City Clerk Economic Development Specialis Erosion Control Specialist				GIS Analyst Human Resources Generalist II Project and Program Manager Software Support Specialist Safety Coordinator Workplace Culture Specialist				
H	\$60,590.40	\$62,379.20	\$64,147.20	\$65,936.00	\$67,724.80	\$69,492.80	\$71,281.60	\$71,302.40	\$81,972.80
	Building Services Supervisor Financial Analyst Human Resources Generalist I Naturalist				Neighborhood Development Specialist Planner I Real Estate Specialist Sr. Animal Keeper				
G	\$55,224.00	\$56,867.20	\$58,489.60	\$60,112.00	\$61,734.40	\$63,356.80	\$64,979.20	\$65,000.00	\$74,734.40
	Design Specialist				Mobility Coordinator				

City Pay Plan									
Recommended 2024 Wage Structure: Hybrid Plan									
Non-Exempt (Hourly)									
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Performance Range	Max.
	0.85%	0.875%	0.9%	0.925%	0.95%	0.975%	1%		
K	\$36.85	\$37.93	\$39.02	\$40.10	\$41.18	\$42.27	\$43.35	\$43.36 →	\$49.85
	Commercial Building Inspector				Electrician Foreperson				
J	\$34.28	\$35.29	\$36.30	\$37.31	\$38.31	\$39.32	\$40.33	\$40.34 →	\$46.38
	Administrative Operations Supervisor				Electrician				
	Building Inspector				Plumbing/Heating Inspector				
	Crime Analyst				Systems Analyst				
	Criminalistic Specialist				Financial Services Administrator				
	Electrical Inspector								
I	\$31.71	\$32.64	\$33.57	\$34.50	\$35.44	\$36.37	\$37.30	\$37.31 →	\$42.90
	Communications Technician				Mechanic Foreperson				
	Engineering Technician				Network Specialist				
	FOG Inspector				Right-of-Way Specialist				
	IT Specialist				Sewer Worker Foreperson				
	Master Plumber								
H	\$29.13	\$29.99	\$30.84	\$31.70	\$32.56	\$33.41	\$34.27	\$34.28 →	\$39.41
	Accounting Assistant				HVAC Specialist				
	Appraiser II				Housing Inspector				
	Benefits Specialist				Mechanic				
	Building Services Coordinator				Paralegal				
	Buyer				Park Ranger II				
	Carpenter				Sewer Technical Worker				
	City Sealer				Signs Worker Foreperson				
	Conservation Corps Coordinator				Sr. Carpenter				
	Engineering Aide III								
G	\$26.55	\$27.34	\$28.12	\$28.90	\$29.68	\$30.46	\$31.24	\$31.25 →	\$35.93
	Account Clerk III				Painter				
	Appraiser I				Paratransit Coordinator				
	Arborist II				Park Maintenance Foreperson				
	Community Liaison				Park Ranger I				
	Compliance Coordinator				Parts Clerk				
	Crime Prevention Coordinator				Payroll Specialist				
	Executive Assistant				Pool Maintenance Specialist				
	Executive Secretary				Public Arts Coordinator				
	Financial Analyst				Purchasing Assistant				
	HVAC Technician				Resident Services Coordinator				
	Marketing Coordinator				Sewer Maintenance Worker				
	Operator II				Signs Operator				
F		\$24.68	\$25.39	\$26.09	\$26.80	\$27.50	\$28.21	\$28.22 →	\$32.44
	Account Clerk II				Legal Assistant				
	Administrative Clerk II				Maintenance Technician				
	Arborist I				Neighborhood Compliance Inspector				
	Building Maintenance Technician				Operator I				
	Conservation Corps Field Assistant				Park Maintenance Worker				
	Dispatcher				Parking Maintenance Technician				
	Document Center Lead				Signs Laborer				
	Engineering Aide II				Time Clerk				
	Evidence Technician				Truck Driver				
	Laborer								
E			\$23.35	\$23.99	\$24.64	\$25.29	\$25.94	\$25.95 →	\$29.83
	Custodian II				Locate Technician LTE				
	Development Support Specialist				Maintenance Clerk				
	Engineering Aide I				Public Records Specialist				
	Human Resources Assistant				Support Assistant				
	Inspections Support Specialist								
D			\$21.98	\$22.59	\$23.20	\$23.81	\$24.42	\$24.43 →	\$28.08
	Administrative Clerk				Records Clerk				
	Transit Service Technician								
C			\$20.62	\$21.19	\$21.76	\$22.34	\$22.91	\$22.92 →	\$26.35
	Custodian I				Parking Enforcement Officer				
	Office Clerk				Word Processor				
B			\$19.25	\$19.79	\$20.32	\$20.86	\$21.39	\$21.40 →	\$24.60
A			\$17.89	\$18.39	\$18.89	\$19.38	\$19.88	\$19.89 →	\$22.86

City of Green Bay, WI

Compensation Project Summary

September 12, 2023

Presented By | Matt Shefchik, AVP Total Rewards Consulting
Ashley McCluskey, Analyst

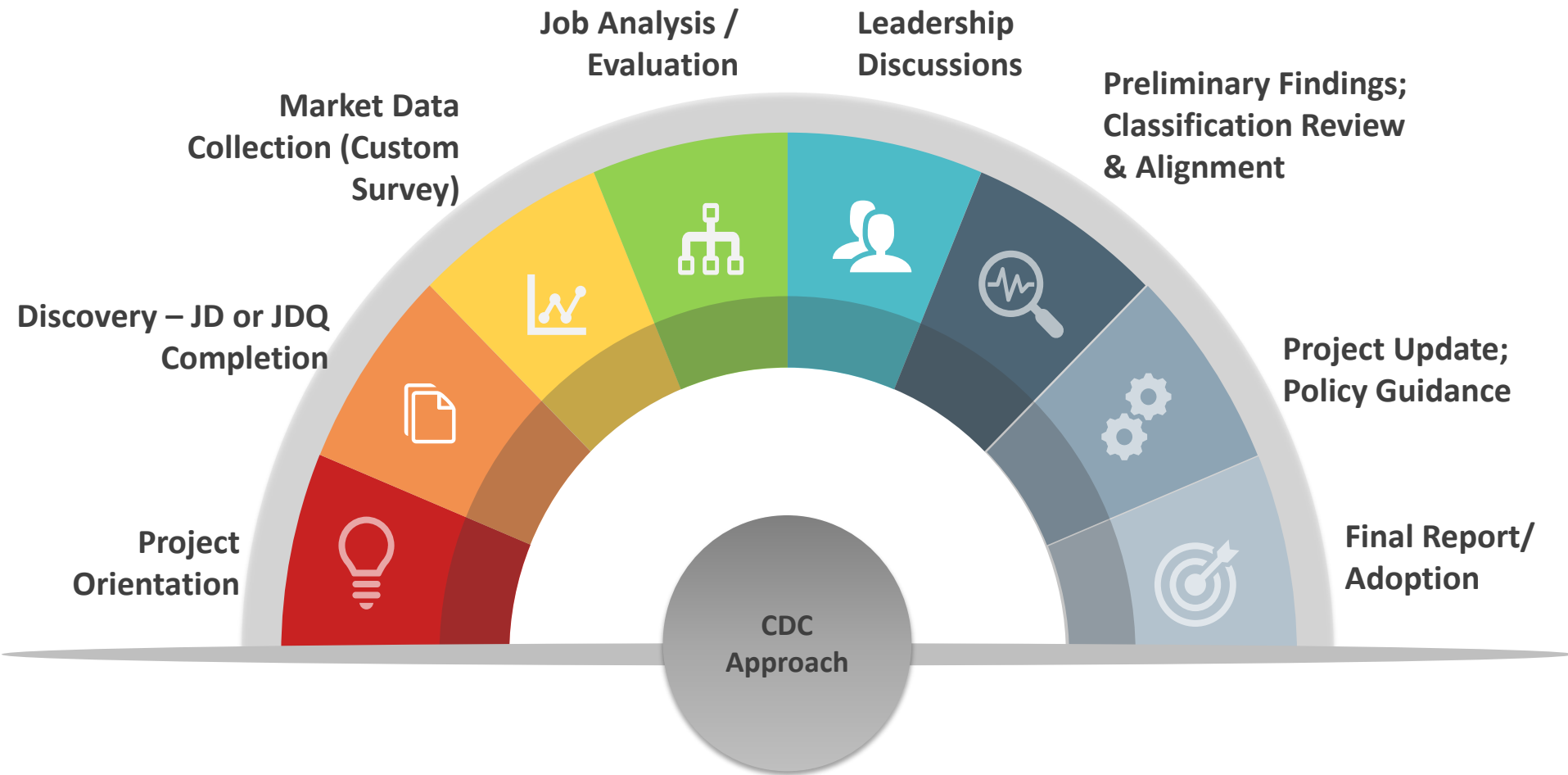
Carlson Dettmann Consulting,
a Division of Cottingham & Butler Insurance Services, Inc.

Cottingham & Butler

AGENDA

- Process Overview
- CDC Approach
- Internal Consistency Review
- Target Market & Market Comparison
- Recommended Wage Schedule

PROCESS OVERVIEW



CDC Approach

TOTAL REWARDS

Compensation

Internal Equity

External Competitiveness

Formal Systems

Benefits

Costs

Compliance

Creating Efficiencies

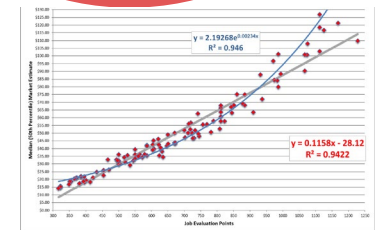
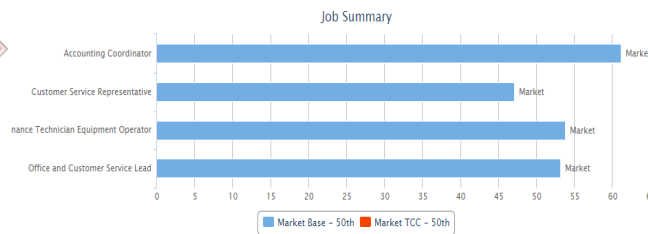
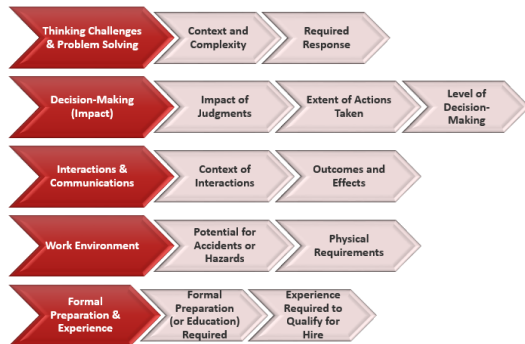
**Employee
Experience**

Employee Engagement

Performance Management

Talent Development

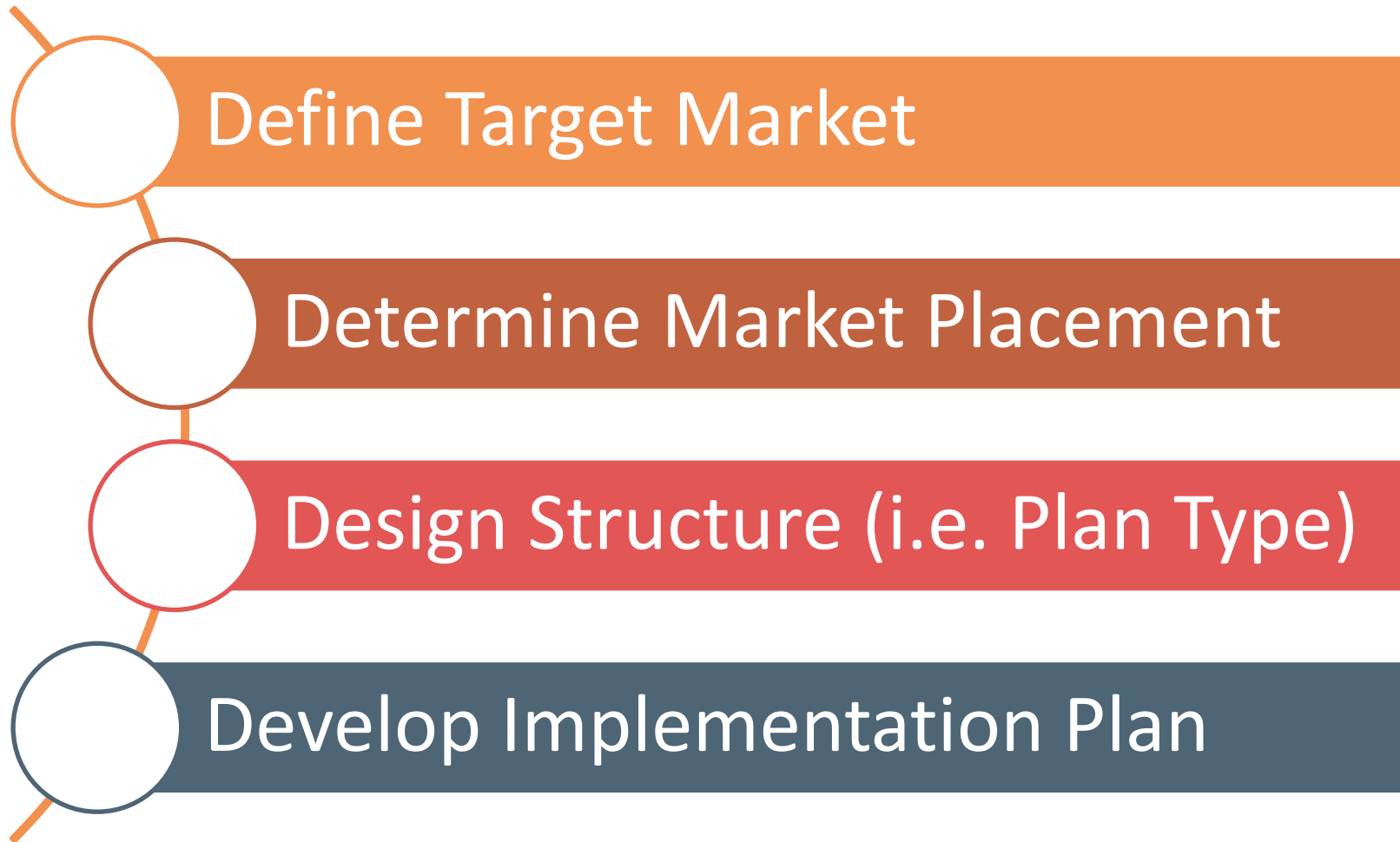
COMPENSATION SYSTEM DEVELOPMENT



GEOGRAPHICALLY ADJUSTED AT 100.0%

Zone	1st Quartile	2nd Quartile	3rd Quartile	4th Quartile	5th Quartile	6th Quartile	7th Quartile	8th Quartile	9th Quartile	10th Quartile	% Range Spread
13	\$107,500	\$120,499	\$133,500	\$146,500	\$159,500	\$172,500	\$185,500	\$198,500	\$211,500	\$224,500	50%
12	\$94,000	\$106,999	\$119,999	\$132,999	\$145,999	\$158,999	\$171,999	\$184,999	\$197,999	\$210,999	48%
11	\$80,500	\$93,499	\$106,499	\$119,499	\$132,499	\$145,499	\$158,499	\$171,499	\$184,499	\$197,499	46%
10	\$67,000	\$79,999	\$92,999	\$105,999	\$118,999	\$131,999	\$144,999	\$157,999	\$170,999	\$183,999	44%
9	\$53,500	\$66,499	\$79,499	\$92,499	\$105,499	\$118,499	\$131,499	\$144,499	\$157,499	\$170,499	42%
8	\$40,000	\$52,999	\$65,999	\$78,999	\$91,999	\$104,999	\$117,999	\$130,999	\$143,999	\$156,999	40%
7	\$26,500	\$39,499	\$52,499	\$65,499	\$78,499	\$91,499	\$104,499	\$117,499	\$130,499	\$143,499	38%
6	\$13,000	\$25,999	\$38,999	\$51,999	\$64,999	\$77,999	\$90,999	\$103,999	\$116,999	\$129,999	36%
5	\$0	\$12,499	\$24,999	\$37,499	\$50,499	\$63,499	\$76,499	\$89,499	\$102,499	\$115,499	34%
4	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	32%

4 ESSENTIAL POLICY QUESTIONS



Internal Equity = Job Evaluation & Classification

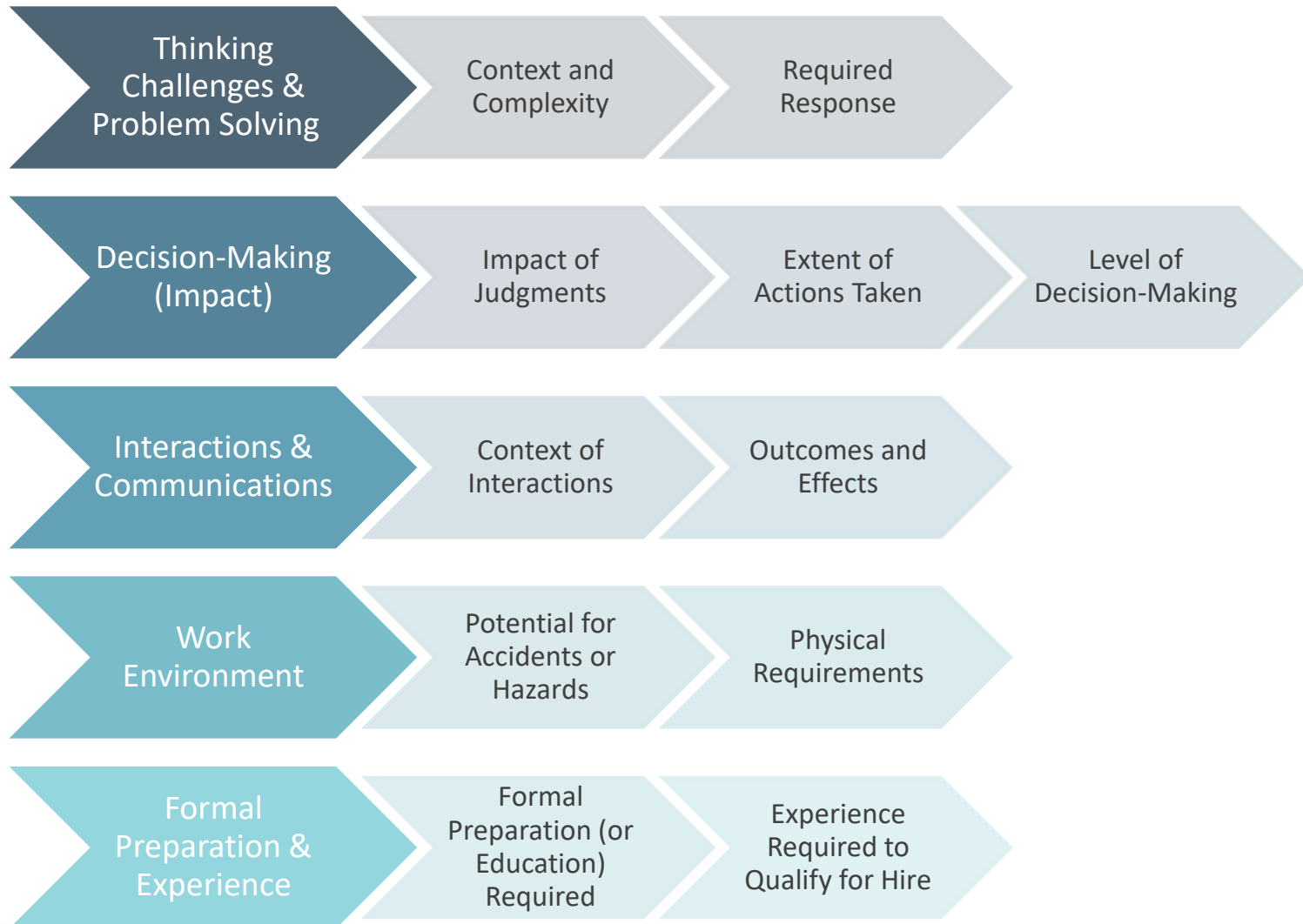
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JOB EVALUATION → INTERNAL CONSISTENCY

Definition: formal, systematic process for ordering a set of an organization's jobs, **independent of individual performance**, into a hierarchy based on the value or worth of jobs in the organization. Said procedure is designed to aid in establishing pay differentials among the organization's jobs.

Goal: provide equity across the organization (similar and dissimilar positions) and within similar functional groups.

CDC JOB EVALUATION FACTORS



External Competitiveness = Market Comparisons

TALENT STRATEGY: TWO MARKETPLACES

Comparable Marketplace

Who is like us?

- Traditional approach

More Data Driven

- Proximity, Population, Budget Size, Commuting Patterns, Property Valuation, Income, Organization or Department Structure, etc.

Self-Alignment

- Associations, Consortia, Bargaining Comps, Same Industry

Final Result is a Pool of Organizations Similar in Size/Scope

Competitive Marketplace

Who is trying to take our talent?

- Big vs small; public vs private; etc.

Employee Considerations

- Commute Time, Organizational Culture, Company Growth, Career Opportunities, Meaning, Hours of Work, Level of Job

There Will, Undoubtedly, Be Cross-Over with the Comparable Marketplace

Final Result is a More Diverse Pool of Organizations, More Likely to Truly Reflect the Options Facing Employees

B: MARKET REVIEW

Primary Comparables:

- Appleton
- Beloit
- De Pere
- Eau Claire
- Fon du Lac
- Greenfield
- Janesville
- Kaukauna
- Kenosha
- La Crosse
- Menasha
- Madison
- Manitowoc
- Neenah
- Oak Creek
- Oshkosh
- Racine
- Sheboygan
- Stevens Point
- Superior
- Waukesha
- Wausau
- West Allis
- West Bend
- Allouez (Village)
- Ashwaubenon (Village)
- Bellevue (Village)
- Hobart (Village)
- Howard (Village)
- Little Chute (Village)
- Brown Co.
- Calumet Co.
- Outagamie Co.
- Winnebago Co.

B: MARKET REVIEW (CONT.)

External Survey Sources:

- Bureau of Labor Statistics Occupational Employment and Wage Estimates Survey
- CompData Benchmark Survey
- Economic Research Institute Salary Assessor
- Payfactors Market Database & Peer Database
- Willis Towers Watson Managerial, Professional, & Support Compensation Survey

ADDITIONAL NOTES

- Sufficient Set of Benchmark Jobs
 - Jobs having likely matches in the market
 - Fairly stable in job content
 - Representative of different pay and responsibility levels
- Reflective of “Marketplace” & Data From Relevant Sources
 - Mix of data sources to provide reliable and stable data Not all comparables (or data sources) were used for every job.
 - Nonexempt (hourly) jobs tend to be much more localized, and Exempt (salaried) tend to be more regional/statewide.
 - Many public sector classifications do not have an analogue to the private sector
- There is not data from each organization for each job.
- Any outliers (high or low values) were removed from consideration.
- Supplemental data may be utilized from other communities when needed, and when it fits within our statistical parameters.

CITY OF GREEN BAY BENCHMARK JOBS

FINANCE DIRECTOR

PUBLIC WORKS DIRECTR

CITY ATTORNEY

FIRE CHIEF

POLICE CHIEF

CHIEF OF OPERATIONS

DEVELOPMENT DIRECTOR

IT DIRECTOR

ASST FIRE CHIEF

POLICE COMMANDER

CITY ASSESSOR

HR MANAGER

ASST CITY ATTORNEY

PROGRAMMER ANALYST

SR PROGRAMMER ANALYST

FLEET MANAGER

PUBLIC WORKS SUPT

CITY CLERK

PAYROLL MANAGER

APPRAISER III

SR GIS ANALYST

CIVIL ENGINEER II

PLUMBING/HVAC INSPECTOR II

HR GENERALIST II

SENIOR ACCOUNTANT

ELECTRICIAN

MECHANIC FOREPERSON

BUILDING INSPECTOR

NETWORK SPECIALIST

DEPUTY CITY CLERK

COMMUNICATIONS TECH

MASTER PLUMBER

APPRAISER II

ENGINEERING TECH

BUYER

PARALEGAL

CARPENTER

MECHANIC

BENEFITS SPECIALIST

CIVIL ENGINEER I

PAINTER

EQUIPMENT OPERATOR

PAYROLL SPECIALIST

BLDG MAINT TECH

DOCUMENT CENTER LEAD

LEGAL ASSISTANT

DISPATCHER

LABORER - STREET

PARK MAINT WORKER

TRUCK DRIVER-STREET

HR ASSISTANT

ADMIN CLERK II

ADMIN CLERK

CUSTODIAN I

Market Competitiveness: 50th Percentile

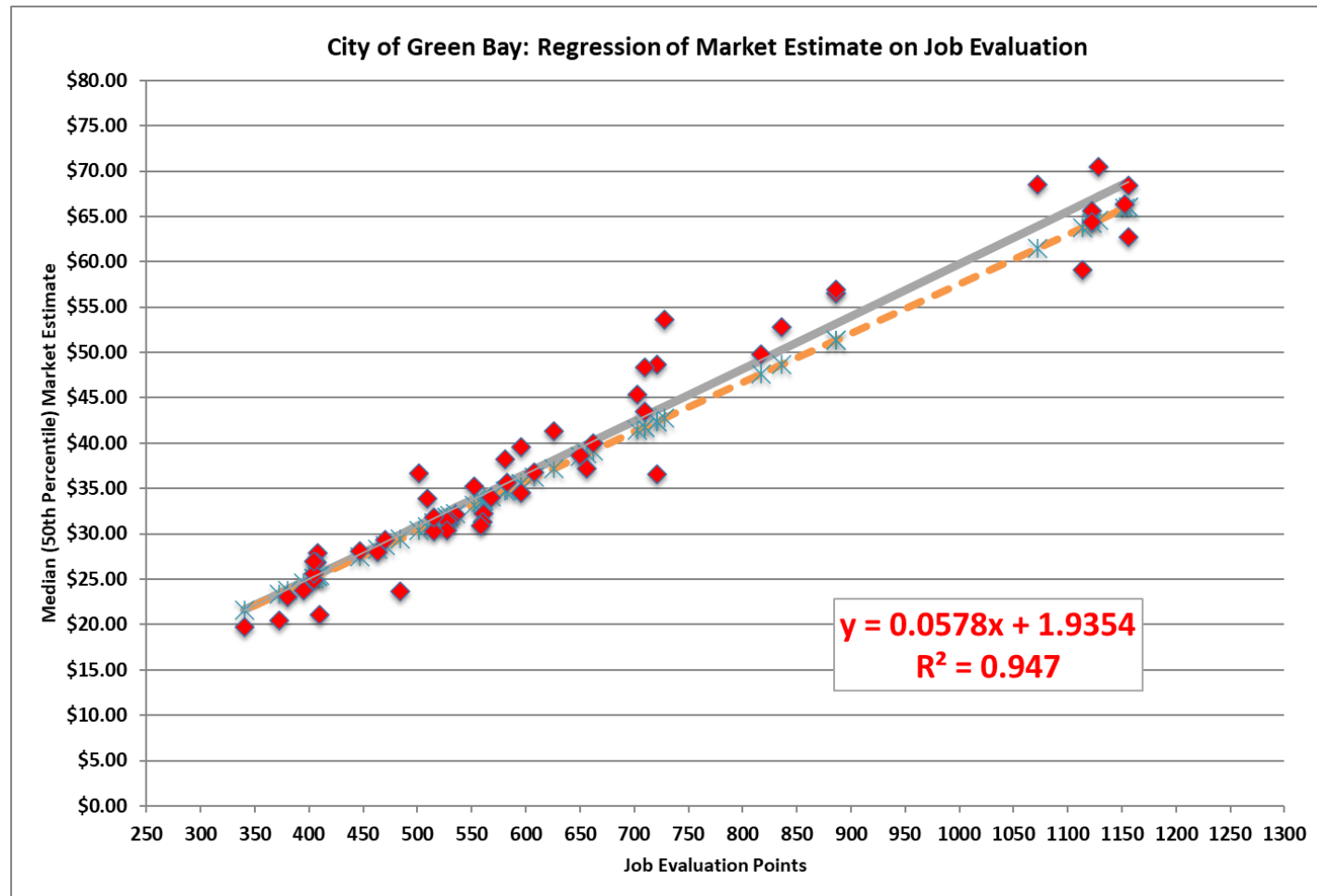
MARKET LINE & STRUCTURE DESIGN

Measured the correlation between job evaluation results vs. market analysis for benchmark positions.

Job evaluation results are an excellent predictor (R^2) of market value for the organization's positions.

Used the linear regression analysis, or line-of-best fit results, to set the “midpoint” or “control point” of the recommended pay ranges.

Represents the best approximation of the market for a given job in a given pay grade.



C: COMPENSATION SYSTEM - RECOMMENDED STRUCTURE

Structure Traits

- Meet-the-Market = 50th percentile
- 1 Pay Structure (Both Exempt and Non-Exempt)
- PG A – PG S
- Hybrid Structure (85% - 115%)
 - PG A - PG E (90% Min – New Recommendation)
 - PG F (87.5% Min – New Recommendation)

GRADE	85.00%	87.50%	90.00%	92.50%	95.00%	97.50%	100.0%	Performance	115.0%
							C/P	Range	Max.

See Structure Design in ClientFile

IMPLEMENTATION RECOMMENDATIONS

Current

- 45% Range Penetration and 98% Compa-Ratio
- Compared to market target, top one-third of jobs are ~6% below market, while lower two-thirds are at market

Recommended 50th Percentile Target Structure

- Midpoint Change: +4.9% Average from Current
- Increase to Step: \$450,000 or 1.5% of payroll resulting in 95.6% compa-ratio
- 2% Guaranteed Increase or Compression Relief: \$960,000 or 3.3% of payroll

COMPENSATION ANALYSIS - ALL EMPLOYEES

		Number of Employees at	
Step 1	85%	32	7%
Step 2	87.50%	50	11%
Step 3	90%	50	11%
Step 4	92.50%	46	10%
Step 5	95%	57	12%
Step 6	97.50%	69	15%
Step 7	100%	66	14%
Between CP and Max		94	20%
Above Max		0	0%
Total		464	

FLOOR METHOD, BASED ON:

Hire Date		Cannot Result in Step Above C/P			Guaranteed Minimum %:
If Hire DateYrs. >	If Hire DateYrs. >	If Hire DateYrs. >	If Hire DateYrs. >	If Hire DateYrs. >	
7.0	5.0	3.0	2.0	1.0	2.0%
Then Must be at Least	Then Must be at Least	Then Must be at Least	Then Must be at Least	Then Must be at Least	
6	4	3	2	1	

Market Competitiveness: 50th / 75th Percentile Blend

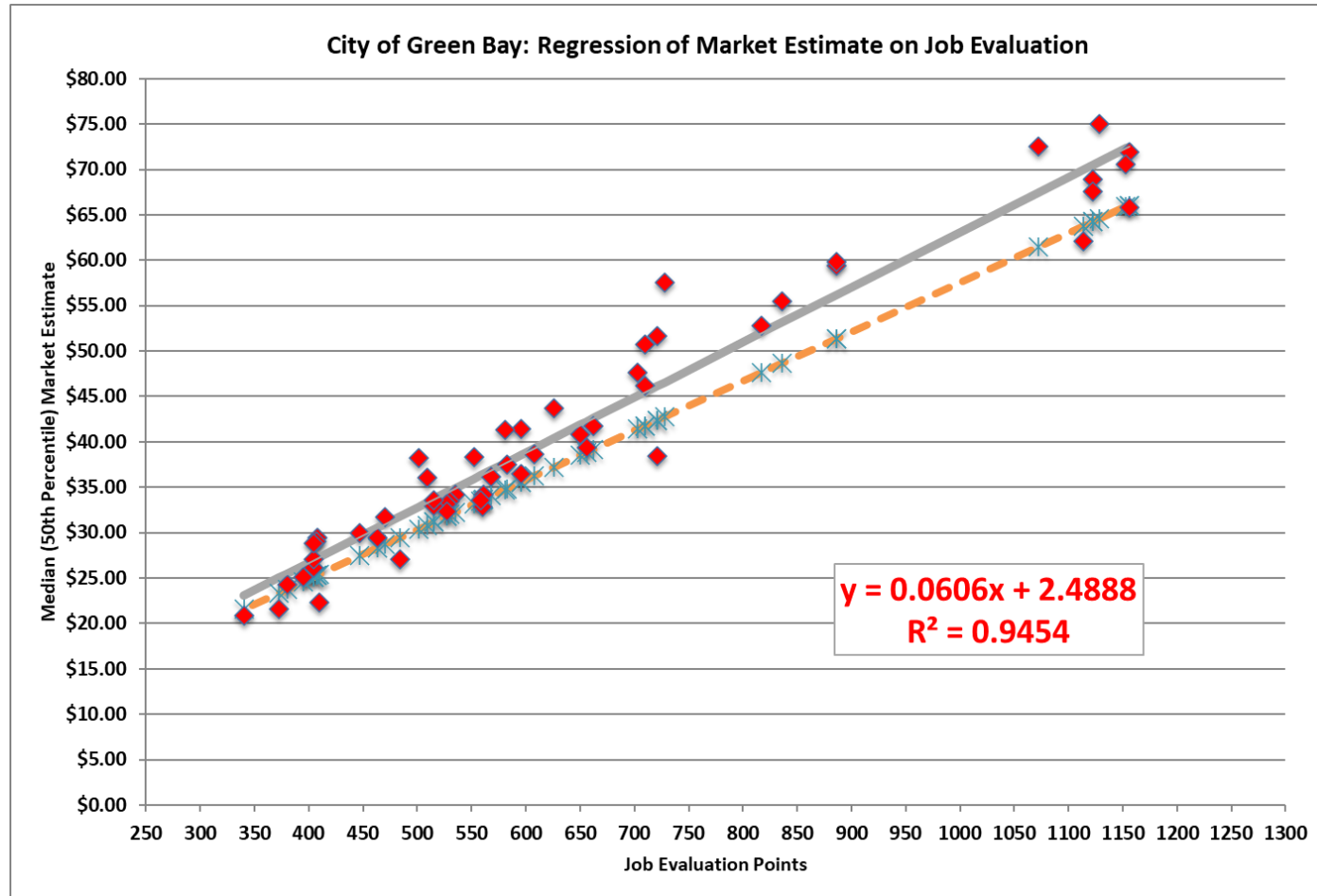
MARKET LINE & STRUCTURE DESIGN

Measured the correlation between job evaluation results vs. market analysis for benchmark positions.

Job evaluation results are an excellent predictor (R^2) of market value for the organization's positions.

Used the linear regression analysis, or line-of-best fit results, to set the “midpoint” or “control point” of the recommended pay ranges.

Represents the best approximation of the market for a given job in a given pay grade.



C: COMPENSATION SYSTEM - RECOMMENDED STRUCTURE

Structure Traits

- Lead-the-Market = 50th/75th percentile blend
- 1 Pay Structure (Both Exempt and Non-Exempt)
- PG A – PG S
- Hybrid Structure (85% - 115%)
 - PG A - PG E (90% Min – New Recommendation)
 - PG F (87.5% Min – New Recommendation)

GRADE	85.00%	87.50%	90.00%	92.50%	95.00%	97.50%	100.0%	Performance	115.0%
							C/P	Range	Max.

See Structure Design in ClientFile

IMPLEMENTATION RECOMMENDATIONS

Current

- 45% Range Penetration and 98% Compa-Ratio
- Compared to market target, top one-third of jobs at ~11% behind the market, while lower two-thirds ~6% behind the market.

Recommended 50th / 75th Percentile Blend Target Structure

- Midpoint Change: +11% Average from Current
- Increase to Minimum: \$574,000 or 1.9% of payroll
- Increase to Step: \$892,000 or 3.0% of payroll resulting in 91.3% compa-ratio
- 2% Guaranteed Increase or Compression Relief: \$2,350,000 or 8% of payroll

COMPENSATION ANALYSIS - ALL EMPLOYEES

		Number of Employees at	
Step 1	85%	79	17%
Step 2	87.50%	83	18%
Step 3	90%	80	17%
Step 4	92.50%	79	17%
Step 5	95%	66	14%
Step 6	97.50%	37	8%
Step 7	100%	31	7%
Between CP and Max		9	2%
Above Max		0	0%
Total		464	

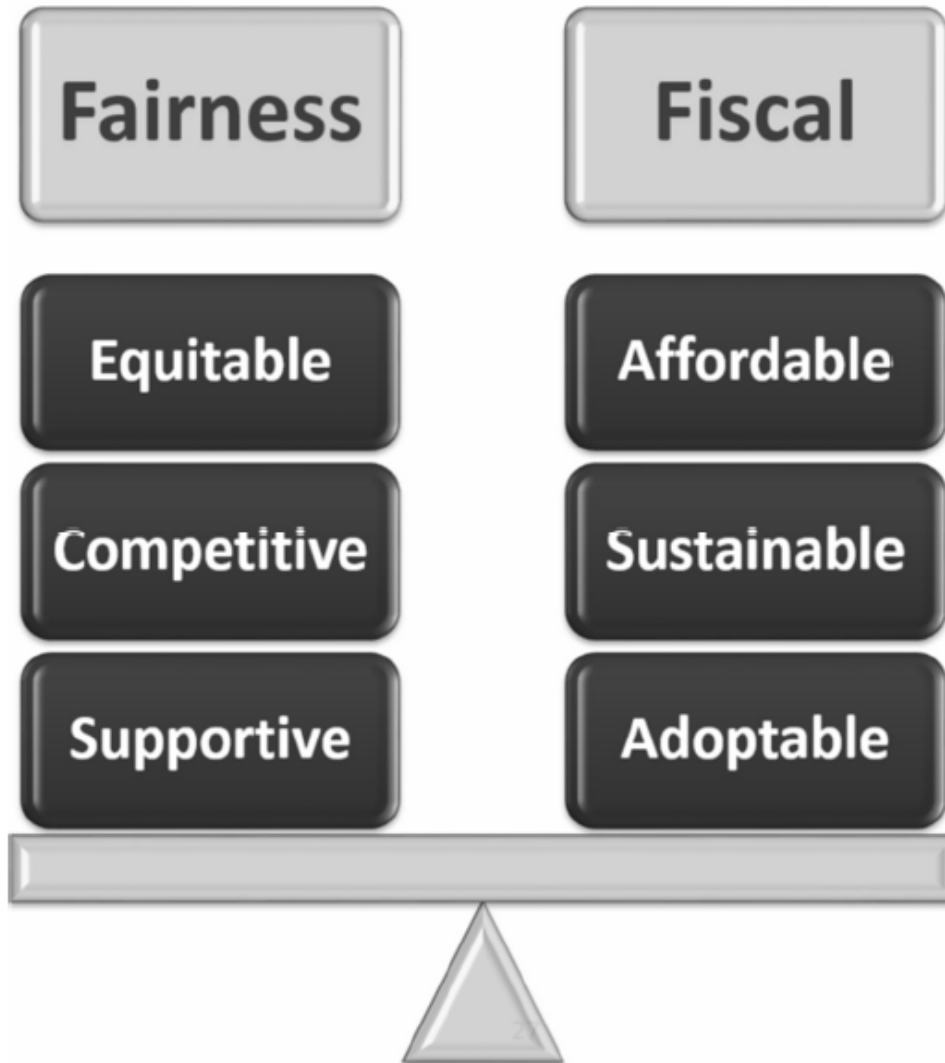
FLOOR METHOD, BASED ON:

Hire Date		Cannot Result in Step Above C/P			Guaranteed Minimum %:
If Hire DateYrs. >	If Hire DateYrs. >	If Hire DateYrs. >	If Hire DateYrs. >	If Hire DateYrs. >	
7.0	5.0	3.0	2.0	1.0	2.0%
Then Must be at Least	Then Must be at Least	Then Must be at Least	Then Must be at Least	Then Must be at Least	
6	4	3	2	1	

In Closing

Cottingham & Butler

CDC RECOGNIZES THE DELICATE BALANCING ACT



Questions?



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

October 10, 2023

PREPARED BY

AGENDA ITEM # E.4

For consideration with possible action on Health, Dental, Vision, Life, and Disability benefits starting January 1, 2024.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Personnel Committee - Benefit Recommendation 10-10-23



Human Resources Department
100 North Jefferson Street - Room 500
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3147
Fax 920.448.3128

MEMORANDUM

To: Personnel Committee

From: Joseph Faulds, Chief of Operations

Re: City of Green Bay 2024 Benefits Recommendation

Date: October 10, 2022

RECOMMENDATION

- I. The City is recommending a 3% increase to the premium contributions for health insurance.

The attached projected forecast recommends a 6.12% increase in the premium for health insurance. The City is recommending that the Personnel Committee and Common Council budget for and implement a 3% increase to insurance premiums and use health insurance reserve funds to account for the remaining amount if necessary.

Family Savings Plan Changes and Spousal Surcharge

The City introduced the Family Savings Plan option for employees in 2021. The Family Savings Plan allows employees and their families the opportunity to have up to 100 percent coverage for eligible out-of-pocket expenses when using in-network providers.

Initially the plan was offered to City employees who were on the City insurance in 2020 and was not offered to employees who waived City coverage prior to January 1, 2021. This upcoming year the City will be offering the Family Savings Plan to those employees who were not on the City's health plan prior to 2021.

Additionally, employees who have waived the City's health insurance and have access to their own employer's health plan may join the City's health insurance plan but will be required to pay a \$400 monthly surcharge to join the plan.

All other benefit plans (dental, vision, life, AD&D) are budgeted for a 0% premium increase.



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

October 10, 2023

PREPARED BY

AGENDA ITEM # E.5

For consideration with possible action on the 2024 City of Green Bay and City of Green Bay Fire Fighters Local 141, International Association of Fire Fighters AFL-CIO 158 labor agreement.

The Committee may convene in closed session pursuant to § 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating public employee contracts for competitive or bargaining reasons. The Committee may thereafter reconvene in open session pursuant to § 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

October 10, 2023

PREPARED BY

AGENDA ITEM # F.I

Report of Routine Personnel Action Items

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Personnel Action Report 10.10.23

**REPORT OF ROUTINE PERSONNEL ACTIONS
FOR REGULAR EMPLOYEES
October 10, 2023**

<u>Position</u>	<u>Department/Division</u>	<u>Name</u>	<u>Date</u>
<u>New Hire</u>			
Conservation Corps Crew Member - Part Time	PRF	Mya Spring	9/25/2023
Conservation Corps Crew Member - Full Time	PRF	Alexix Trinko	9/25/2023
Conservation Corps Crew Member - Part Time	PRF	Morgan Weslund	9/25/2023
Conservation Corps Crew Member - Part Time	PRF	Abigail Riske	9/25/2023
Conservation Corps Crew Member - Full Time	PRF	Jacob Smither	9/25/2023
Records Clerk	PD	Ann Wright	9/11/2023
Office of Violence Prevention Director	DCED	Jerry Overstreet	9/18/2023
Parking Maintenance Technician	DPW	Manuel Delgado	10/9/2023
Police Lieutenant	PD	Jena Luberda	10/2/2023
Community Service Officer	PD	Anthony Blish	10/5/2023
Transit Operator	Transit	Roger Skorupa	10/9/2023
Patrol Officer	PD	Aramis Gonzalez-Rodriguez	10/9/2023
<u>Promotion</u>			
Financial Analyst	Admin Svs	Brett Vogel	9/25/2023
Deputy IT Director	IT	David Wilquet	9/11/2023
Deputy Development Director	DCED	Cheryl Renier-Wigg	9/19/2023
Park Maintenance Worker	PRF	Ryan Remondini	10/9/2023
<u>Grade/Step Change</u>			
Financial Analyst	Admin Svs	Brett Vogel	9/21/2023
Operator I	DPW	John Denneau	10/5/2023
Mechanic	Transit	Victor Patino	9/7/2023
Transit Operator	Transit	Jon Matthies	9/4/2023
Transit Operator	Transit	Raymond Brock	1/13/2023
Transit Operator	Transit	Jenny Vang	1/2/2023
Housing Inspector	DCED	Michael Van De Wettersing	9/30/2023
Custodian II	DCED	Michael Lemens	9/20/2023
Design Specialist	DCED	Erin Rovinski	9/27/2023
Engineering Technician	DPW	Jeffrey Lambrecht	9/16/2023
Risk Manager	HR	Nate Froemming	8/26/2023
HVAC Specialist	PRF	Jeremy Malvitz	9/1/2023
Mechanic	DPW	Richard VandenAvond	10/1/2023
Municipal Court Administrator	Muni Ct	Neil Basten	10/3/2023
Mechanic	DPW	Darren Barta	10/11/2023
Firefighter	Fire	Michael Griffey	9/14/2023
Firefighter	Fire	Mitch Fromm	9/14/2023
Firefighter	Fire	Ryan Majeski	9/14/2023
Firefighter	Fire	Tim Vandevoort	9/14/2023
Firefighter	Fire	Ben Lelinski	9/14/2023
Firefighter	Fire	Callahan McCreary	9/14/2023
Firefighter	Fire	Chris Battaglia	9/14/2023
Firefighter	Fire	Joshua Hladish	9/14/2023
Firefighter	Fire	Jose Arce	9/14/2023
Mechanic Foreperson	Fire	Mark Retzlaff	10/11/2023

Assistant Fire Chief	Fire	Ryan Gibbons	9/30/2023
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End of Employment

Firefighter	Fire	Jeff Pansier	9/29/2023
Patrol Officer Recruit	PD	Nathan Graetz	9/7/2023
Park Maintenance Worker	PRF	John Vandenhouten	9/22/2023
Community Service Officer	PD	Trevor Schindel	9/12/2023
Wildlife Sanctuary Maintenance	PRF	Bree Brazile	9/15/2023
Community Service Officer	PD	Emma Effert	7/29/2023
Operator II	DPW	Thomas Krueger	10/16/2023

Longevity

Transit Operator	Transit	Karen Sternkopf	10/7/2023
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