

To: Sara Marquardt, Human Resources
From: Kevin Boehm, Director of Parks, Recreation & Facilities
Date: 11/24/2025
Subject: Request for Amendment to 2026 Salary Resolution – Exhibit A
(Certified Instructors)

Sara,

I am requesting a change to the 2026 Salary Resolution: Exhibit A, specifically regarding the wage range for Certified Instructors. I am recommending that the top end of the salary range be increased to \$50.00 per hour, up from the current maximum of \$24.55.

Many of our instructors at the Whitewater Aquatic and Fitness Center (WAFC) have been with us for a significant number of years. In general, they have gone several years without any wage increases, and some have not received raises at all during their tenure. To remain competitive in the industry and maintain a high-quality pool of instructors, it is imperative that we begin transitioning to market-rate compensation.

Several of our instructors currently teach at other facilities where they receive substantially higher pay for the same programs—some earning \$40 per hour elsewhere while making only \$20 per hour at the WAFC. Currently, the average wage for our instructors is approximately \$20 per hour, which is notably below market standards.

Raising the maximum of the Certified Instructor pay range will allow us to better recognize experience, retain high-performing staff, and remain competitive with surrounding facilities. I will be working with the new WAFC Manager and Human Resources to develop a clear strategy for how instructors may progress within the range. Factors may include class popularity, length of service, frequency of classes taught, specialized certifications, and other performance-based metrics. Employees would not automatically move to the top end of the range, but this adjustment will allow us to fairly compensate those who demonstrate high value and performance.

Thank you for considering this request. I am available to discuss further at your convenience.

Respectfully,
Kevin Boehm
Director of Parks, Recreation & Facilities
City of Whitewater