



Common Council Agenda Item

Meeting Date:	December 5, 2023
Agenda Item:	2024 Salary Resolution
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BACKGROUND

(Enter the who, what when, where, why)

The Common Council approves the salary resolution setting forth the number of positions and salary ranges, and as set by the City Manager for each employee and upon agreed union contracts in those cases where a union contract is in force. It is crucial to understand that the Salary Resolution itself does not directly modify individual staff wages. To ensure complete transparency, all changes are listed below however, it is important to highlight that the council's approval pertains exclusively to the modification of wage ranges. The council does not have the authority to sanction changes in Full-Time Equivalent (FTE), job titles, or positions. This is in accordance with Wisconsin Statute 64.11 (2), which grants the city manager the authority to establish or abolish minor administrative offices and positions based on their assessment of the city's needs.

Two options are proposed for consideration:

1. The first option adheres to the established precedent of utilizing the Expenditure Restraint Program (ERP) index to gauge the adjustment. For the year 2024, the ERP program has been frozen, thereby fixing the rate at 8.2%. It is important to note, however, that this approach is not without its implications, as detailed below.
2. The second option involves employing the Consumer Price Index for Urban Consumers (CPI-U) as a benchmark for modifying the wage ranges. As of October, the CPI-U stands at 3.2%.

Position changes:

- *Administrative Assistant-CDA; moved from .5 to 1.0 FTE
- *First Assistant Chief (Fire); moved from .5 to 1.0 FTE
- *Media Coordinator; moved from 0.8 to 1.0 FTE
- *Media Producer; moved from 0.6 to 1.0 FTE
- *Elimination of Joint Services Officer
- *Elimination of Engineering Technician
- *Elimination of Administrative Assistant I-Fire/EMS; HR position was created instead
- *Assistant Parks, Recreation, & Community Events Director; new position
- *Information Technology Support Technician; new position
- *Title change from IT Administrator to IT Director

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

None.

FINANCIAL IMPACT

(If none, state N/A)

Adjusting the wage range by 8.2% is projected to incur an additional expense of approximately \$25,000 in unbudgeted wages for the year 2024. However, this expense could potentially be prefunded using the surplus funds from 2023.

STAFF RECOMMENDATION

The city manager, in collaboration with the staff, recommends that we maintain the same standard as approved last year. This involves pre-funding the additional amount required to support our lowest-paid and most vulnerable employees. Such an action will not only align us favorably with future compensation analyses but will also serve as a proactive measure to mitigate the impact of aligning with market standards in the future. This approach is aimed at ensuring a more gradual adjustment to market realities, thereby lessening any potential future financial shock.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. 2024 Salary Resolution Draft (1)
 2. 2024 Salary Resolution Draft (2)
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