



City of Lake Geneva, 626 Geneva St, Lake Geneva, Wisconsin- 262.248.3673- [www.cityoflakegeneva.com](http://www.cityoflakegeneva.com)

**SPECIAL PERSONNEL COMMITTEE**  
**MONDAY, OCTOBER 21, 2019 – 4:30 PM**  
**CITY HALL, CONFERENCE ROOM 2A (2<sup>ND</sup> FLOOR)**

Members: Chairperson Selena Proksa, John Halverson, Doug Skates, Cindy Flower, and Shari Straube

**AGENDA**

1. Meeting called to order by Chairperson Proksa
2. Roll Call
3. Comments from the public limited to 5 minutes, limited to items on this agenda
4. Discussion/Recommendation regarding **Resolution 19-R69** approving the Pay Scale Grades and Pay Scales for Full-Time Non-Represented Employees for the 2020 Budget Year effective January 1, 2020
5. Discussion/Recommendation regarding **Resolution 19-R70** approving the Pay Scale Grades and Pay Scales for Part-Time Non-Represented Employees for the 2020 Budget Year effective January 1, 2020
6. Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding employee contracts, pay, and benefits for: **Building & Zoning Department Staff**
7. Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session
8. Adjourn

*This is a meeting of the Personnel Committee.  
No official Council action will be taken; however, a quorum of the Council may be present.*

cc: Aldermen, Mayor, Administrator, Attorney, Media

## Social Security Cost-Of-Living Adjustments

<u>Year</u>	<u>COLA</u>	<u>Year</u>	<u>COLA</u>	<u>Year</u>	<u>COLA</u>
1975	8.0	1990	5.4	2005	4.1
1976	6.4	1991	3.7	2006	3.3
1977	5.9	1992	3.0	2007	2.3
1978	6.5	1993	2.6	2008	5.8
1979	9.9	1994	2.8	2009	0.0
1980	14.3	1995	2.6	2010	0.0
1981	11.2	1996	2.9	2011	3.6
1982	7.4	1997	2.1	2012	1.7
1983	3.5	1998	1.3	2013	1.5
1984	3.5	1999 <sup>a</sup>	2.5	2014	1.7
1985	3.1	2000	3.5	2015	0.0
1986	1.3	2001	2.6	2016	0.3
1987	4.2	2002	1.4	2017	2.0
1988	4.0	2003	2.1	2018	2.8
1989	4.7	2004	2.7		

<sup>a</sup> The COLA for December 1999 was originally determined as 2.4 percent based on CPIs published by the Bureau of Labor Statistics. Pursuant to Public Law 106-554, however, this COLA is effectively now 2.5 percent.

**Resolution 19-R69**

The Common Council of the City of Lake Geneva hereby establishes the following Pay Scale Grades and Pay Scale for the following Full-time Non-Represented Employees for the 2020 Budget Year effective January 1, 2020:

Position	Assigned Pay Scale Grade	Grade Salary Range		
		Min	Mid	Max
<b>Full Time Salaried Staff:</b>				
City Administrator	23	98,989.43	113,837.85	128,686.26
Police Chief	19	78,408.90	90,170.24	101,931.57
Finance Director (Comptroller)	18	73,970.66	85,066.26	96,161.86
Director of Public Works	18	73,970.66	85,066.26	96,161.86
Police Administrative Lieutenant	17	69,783.64	80,251.19	90,718.74
Police Patrol Lieutenant	16	65,833.63	75,708.67	85,583.72
Building & Zoning Administrator	15	62,107.20	71,423.27	80,739.35
Police Sergeant*	14	58,591.69	67,380.45	76,169.20
City Clerk	13	55,275.18	63,566.46	71,857.74
Parking Manager	12	52,146.40	59,968.36	67,790.32
PD Communications Supervisor*	10	46,410.11	53,371.63	60,333.14
PD Data Systems Administrator*	7	38,966.82	44,811.85	50,656.87
PD Confidential Administrative Assistant*	7	38,966.82	44,811.85	50,656.87
Telecommunicators*	6	36,761.15	42,275.33	47,789.50
Data Specialist*	6	36,761.15	42,275.33	47,789.50
<b>Full time Hourly Staff:</b>				
DPW Superintendent	14	28.1691	32.3944	36.6198
Lead Financial Analyst/Treasurer	11	23.6513	27.1990	30.7467
Human Resources/Benefits Specialist	11	23.6513	27.1990	30.7467
DPW Arborist/Lead	11	23.6513	27.1990	30.7467
DPW Lead Operator	10	22.3126	25.6594	29.0063
Assistant City Clerk	9	21.0496	24.2070	27.3645
Cemetery Sexton	8	19.8581	22.8368	25.8155
Heavy Equipment Operators	8	19.8581	22.8368	25.8155
Equipment Operators	7	18.7340	21.5442	24.3543
Cemetery Equipment Operator	7	18.7340	21.5442	24.3543
Riviera Maintenance Engineer	7	18.7340	21.5442	24.3543
Building & Grounds Administrator	7	18.7340	21.5442	24.3543
Municipal Court Clerk	7	18.7340	21.5442	24.3543
Front Desk Counter Clerk	7	18.7340	21.5442	24.3543
Building & Zoning Adm. Asst.	7	18.7340	21.5442	24.3543
Parking Clerk	7	18.7340	21.5442	24.3543
Cemetery Laborer / Operator	6	17.6736	20.3247	22.9757
DPW Laborer / Operator	6	17.6736	20.3247	22.9757
Custodian	5	16.6732	19.1742	21.6752
<b>Permanent Part-time Staff:</b>				

Notes:

\* Salaried Employees that receive Overtime.

**Resolution 19-R70**

The Common Council of the City of Lake Geneva hereby establishes the following Pay Scale Grades and Pay Scale for the following Part-time Non-Represented Employees for the 2020 Budget Year effective January 1, 2020:

Position	% Pro Rated	Assigned Pay Scale Grade	Grade Salary Range		
			Min	Mid	Max
<b>Permanent Part Time Salaried Staff:</b>					
City Attorney *	60%	22	56,031.76	64,436.52	72,841.28
City Judge *	15%	20	12,467.02	14,337.07	16,207.12
Fire Chief	50%	17	34,891.82	40,125.60	45,359.37
Deputy Fire Chief	8%	12	4,171.71	4,797.47	5,423.23
Assistant Fire Chief	5%	10	2,320.51	2,668.58	3,016.66
Emergency Mgmt Deputy Director	30%	10	13,923.03	16,011.49	18,099.94
<b>Permanent Part Time Hourly Staff:</b>					
PD Part time Patrol Officer		9	21.0496	24.2070	27.3645
Financial Analyst		9	21.0496	24.2070	27.3645
Harbormaster		7	18.7340	21.5442	24.3543
Assistant Building Inspector/Code Enforcement		7	18.7340	21.5442	24.3543
City Hall Counter Clerk		7	18.7340	21.5442	24.3543
Part-time Tele-Communicator		6	17.6736	20.3247	22.9757
Lead Booking Officer		4	15.7295	18.0889	20.4483
FD Confidential Administrative Assistant		4	15.7295	18.0889	20.4483
Assistant Court Clerk		4	15.7295	18.0889	20.4483
PD Booking Officer		3	14.8391	17.0650	19.2909
Parking Maintenance Lead		2	13.9992	16.0990	18.1989
Parking Enforcement		1	13.2068	15.1878	17.1688
Videographer		1	13.2068	15.1878	17.1688
Chief Inspector poll workers per hour		0.4	9.3102	10.7068	12.1033
Poll Workers per hour		0.2	8.2861	9.5290	10.7719
<b>Seasonal Part-time Hourly Staff:</b>					
Beach Supervisor		1	13.2068	15.1878	17.1688
Street Seasonal Lead		1	13.2068	15.1878	17.1688
Asst Beach Supervisor		0.9	12.4592	14.3281	16.1970
Street Seasonal		0.9	12.4592	14.3281	16.1970
Boat Launch Attendants		0.8	11.7540	13.5171	15.2802
Riviera Security Guards		0.8	11.7540	13.5171	15.2802
Beach Attendants		0.5	9.8689	11.3492	12.8295
Crossing Guards		0.5	9.8689	11.3492	12.8295

---

 THOMAS HARTZ, Mayor

---

 LANA KROPP, City Clerk