

Resolution No. 18-R76

A RESOLUTION AUTHORIZING EMPLOYEE'S SALARY AND WAGE INCREASES FOR
THE YEAR 2019

WHEREAS, it is proposed that all managerial employees receive a two percent (2%) pay increase that shall be applied uniformly effective January 1st, 2019; and

WHEREAS, it is proposed that all other employees receive an increase of one (1%) with opportunity of up to a two (2%) added adjustment in accordance with the City's performance evaluation program for merit; and

WHEREAS, funds to pay for said salary and wages increases have been approved in the 2019 Budget.

NOW, THEREFORE, be it resolved by the Lake Geneva Common Council that all Managerial employees pay shall be adjusted by an increase of two percent (2%) effective January 1st, 2019; and

BE IT FURTHER RESOLVED, that all other employee's pay shall be increased by one percent (1%) with an opportunity of up to a two percent (2%) added adjustment in accordance with the City's Compensation Policy's performance evaluation program for merit; and

BE IT FURTHER RESOLVED, that said adjustments shall not be applied to the Compensation Policy's Pay Scale Grades and Pay Scale for Full-time and Part-time Non-Represented Employees.

Adopted by the Common Council of the City of Lake Geneva on December 26th, 2018.

Tom Hartz, Mayor

ATTEST:

Lana Kroft, City Clerk

Resolution No. 18-R78

A resolution authorizing Finance Office full time front Counter Clerk staff and Building & Zoning Office Administrative Assistant wage grade increase from Grade 4 to Grade 7

Whereas, the City of Lake Geneva performed a wage compensation study in 2014 to identify various wage grade assignments to specific job titles and job duties, and

Whereas, the Personnel Committee identified the job duties being performed by Finance Office full time front Counter Clerk staff and Building & Zoning Office Administrative Assistant have evolved and were not initially identified in the 2014 Compensation Plan, and

Whereas the City of Lake Geneva has identified these positions for additional responsibilities and revision to their existing job descriptions to reflect said increased tasks to occur in 2019 and

Whereas, the Personnel Committee approved the wage grade increase for Finance Office full time front Counter Clerk staff and Building & Zoning Office Administrative Assistant, and

Whereas, the wage grade increase shall be effective January 1, 2019, the Finance Office full time front Counter Clerk staff and the Building & Zoning Office Administrative Assistant shall be eligible for an opportunity of up to an additional two (2%) percent merit increase, any additional non-budgeted funds being appropriated from the 2019 budget contingency fund.

Now therefore be it resolved by the Lake Geneva Common Council that the Finance Office full time front Counter Clerk staff and Building & Zoning Office Administrative Assistant wage grade be increased from Grade 4 to Grade 7, and

Be it further resolved that updates and additional duties be added to the various job descriptions in 2019 as a comprehensive review of all city staff.

Adopted by the Common Council of the City of Lake Geneva on December 26, 2018

Tom Hartz, Mayor

ATTEST:

Lana Kropf, City Clerk

Resolution Number 18-R77

A resolution authorizing change of the Public Works Seasonal Laborers' wage grade.

Whereas, the City of Lake Geneva performed a wage compensation study in 2014 to identify various wage grade assignments to specific job titles and job duties, and

Whereas, the Personnel Committee identified the job duties being performed by Public Works Seasonal Laborers have evolved and were not initially identified in the 2014 Compensation Plan, and

Whereas the City of Lake Geneva has identified these positions for additional responsibilities, and a need to remain competitive in an ever changing market and revision to their existing job descriptions to reflect said increased tasks to occur in 2019 and

Whereas, the Personnel Committee approved the wage grade increase for Public Works Seasonal Laborers, and

Whereas, the wage grade increase shall be effective January 1, 2019, shall be eligible for an increase of one (1%) percent with the opportunity of up to an additional two (2%) percent increase, any additional non-budgeted funds being appropriated from the 2019 budget contingency fund.

Now therefore be it resolved by the Lake Geneva Common Council that the Public Works Seasonal Laborers wage grade be increased from 0.6 to 0.9, and

Be it further resolved that updates and additional duties be added to the various job descriptions in 2019 as a comprehensive review of all city staff.

Adopted by the Common Council of the City of Lake Geneva on December 26, 2018

Tom Hartz, Mayor

ATTEST:

Lana Kropf, City Clerk



SPECIAL PERSONNEL COMMITTEE
TUESDAY, DECEMBER 18, 2018 – 5:30 PM
CITY HALL, CONFERENCE ROOM 2A (2ND 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 18-R76** authorizing employee's salary and wage increases for the year 2019 and **Resolution 18-R78** authorizing Finance Office full time front Counter Clerk staff & Building and Zoning Office Administrative Assistant wage grade increase from Grade 4 to Grade 7
5. Discussion/Recommendation regarding **Resolution 18-R77** authorizing seasonal worker's salary and wage increases for the year of 2019
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: Police Department Data Specialist
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.