

Personnel  
2-15-16

16-0142

**RESOLUTION**

**INTERNAL EQUITY – POLICE DEPARTMENT OFFICE MANAGER**

**WHEREAS**, the Mayor and Common Council engaged Carlson Dettmann Consulting to develop a consistent pay structure for City employees who were not members of unions with full bargaining rights following the enactment of Act 10, and adopted a new Compensation Pay Plan on April 7, 2014; and

**WHEREAS**, the City subsequently conducted an appeals process and further discussions with the new HR Director regarding recommendations to complete the implementation, including compensation plan maintenance, guidelines, annual review cycle, FLSA status recommendations, job title changes and appeal decisions; and

**WHEREAS**, following the appeals process, the HR Director made internal equity recommendations for employees, which were reviewed by the Personnel Committee in January 2015 and a resolution was taken to Council; which was approved by council and vetoed by the Mayor; and

**WHEREAS**, since then, the HR Director and Deputy Police Chief justified an exception to the pay plan for the Police Department Office Manager, per the newly created exception rule in the compensation guidelines in the Employee Policy Manual, due to internal equity; and

**WHEREAS**, at a meeting held on Monday, February 1st, 2016, the Personnel Committee recommended moving the Police Department Office Manager, from a Step 2 to Step 4 at her current Grade K, due to her unique situation with tenure, performance and responsibilities in this same position.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Common Council of the City of Manitowoc to move the Police Department Office Manager, from a Step 2 to a Step 4, Grade K, under the Compensation Pay Plan, effective July 1, 2016.

Introduced           **FEB 15 2016**           \_\_\_\_\_

Adopted \_\_\_\_\_

Approved \_\_\_\_\_

\_\_\_\_\_  
Justin M. Nickels, Mayor

This Resolution was drafted by Kathleen M. McDaniel, City Attorney

Fiscal Impact:                   \$1,518.40

Funding Source:                 MPD salary line

Finance Director Approval:     /sc

Approved as to form:           /kmm