



August 21, 2017

MEMORANDUM

TO: Steve Corbeille, Finance Director
FR: Patrick Glynn
RE: Correction to Proposed Wage Grid

As we discussed in our recent conversation, I am writing to identify and correct an oversight in our previously presented recommendation for an adjusted 2018 wage matrix.

Because we've delivered presentations to both the Library Board and Personnel Committee, I believe a brief explanation of the oversight is in order. Due to the fact that this is a market update, as opposed to a wall-to-wall study, we utilize a separate set of spreadsheets to conduct our work. Among all of the variables that are required to be plugged in to our equations, one set was entered incorrectly: the grade break (i.e. points between each grade) for the highest two grades in your structure. Having checked and rechecked our data in the last several days, I can assure you that, aside from this one error, all other data and assumptions are correct.

Once corrected, the wage matrix looks noticeably different, especially for the upper portion of the schedule. Although leaving the data as presented (and without correction) was a serious consideration, I believe that the revision provides the City with the most reliable and relevant wage structure moving into 2018.

I sincerely apologize for any confusion we may have caused, and I will be sending a revised presentation for your records.

Thanks again for the opportunity to serve City of Manitowoc. Please contact us at your earliest convenience with any questions or concerns.

CC: Jessi Lillibridge, Human Resources Director
Kristin Stoeger, Library Director

Attachments: Revised Wage Matrix

**CITY OF MANITOWOC
RECOMMENDED 2018 WAGE STRUCTURE: STEP PLAN**

Grade	87.5% Minimum	90.0% Step 2	92.5% Step 3	95.0% Step 4	97.5% Step 5	100.0% Control Point	102.5% Step 7	105.0% Step 8	107.5% Step 9	110.0% Step 10	112.5% Step 11
T	\$46.45	\$47.78	\$49.11	\$50.44	\$51.76	\$53.09	\$54.42	\$55.74	\$57.07	\$58.40	\$59.73
S	\$43.47	\$44.71	\$45.95	\$47.20	\$48.44	\$49.68	\$50.92	\$52.16	\$53.41	\$54.65	\$55.89
R	\$40.71	\$41.87	\$43.03	\$44.19	\$45.36	\$46.52	\$47.68	\$48.85	\$50.01	\$51.17	\$52.34
Q	\$38.86	\$39.97	\$41.08	\$42.19	\$43.30	\$44.41	\$45.52	\$46.63	\$47.74	\$48.85	\$49.96
P	\$37.01	\$38.07	\$39.13	\$40.19	\$41.24	\$42.30	\$43.36	\$44.42	\$45.47	\$46.53	\$47.59
O	\$35.16	\$36.16	\$37.17	\$38.17	\$39.18	\$40.18	\$41.18	\$42.19	\$43.19	\$44.20	\$45.20
N	\$33.31	\$34.26	\$35.21	\$36.17	\$37.12	\$38.07	\$39.02	\$39.97	\$40.93	\$41.88	\$42.83
M	\$31.47	\$32.36	\$33.26	\$34.16	\$35.06	\$35.96	\$36.86	\$37.76	\$38.66	\$39.56	\$40.46
L	\$29.62	\$30.47	\$31.31	\$32.16	\$33.00	\$33.85	\$34.70	\$35.54	\$36.39	\$37.24	\$38.08
K	\$27.77	\$28.57	\$29.36	\$30.15	\$30.95	\$31.74	\$32.53	\$33.33	\$34.12	\$34.91	\$35.71
J	\$25.93	\$26.67	\$27.41	\$28.15	\$28.89	\$29.63	\$30.37	\$31.11	\$31.85	\$32.59	\$33.33
I	\$24.08	\$24.77	\$25.46	\$26.14	\$26.83	\$27.52	\$28.21	\$28.90	\$29.58	\$30.27	\$30.96
H	\$22.23	\$22.87	\$23.50	\$24.14	\$24.77	\$25.41	\$26.05	\$26.68	\$27.32	\$27.95	\$28.59
G	\$20.39	\$20.97	\$21.55	\$22.14	\$22.72	\$23.30	\$23.88	\$24.47	\$25.05	\$25.63	\$26.21
F	\$18.53	\$19.06	\$19.59	\$20.12	\$20.65	\$21.18	\$21.71	\$22.24	\$22.77	\$23.30	\$23.83
E	\$17.15	\$17.64	\$18.13	\$18.62	\$19.11	\$19.60	\$20.09	\$20.58	\$21.07	\$21.56	\$22.05
D	\$16.23	\$16.70	\$17.16	\$17.62	\$18.09	\$18.55	\$19.01	\$19.48	\$19.94	\$20.41	\$20.87
C	\$15.03	\$15.46	\$15.89	\$16.32	\$16.75	\$17.18	\$17.61	\$18.04	\$18.47	\$18.90	\$19.33
B	\$13.92	\$14.32	\$14.72	\$15.11	\$15.51	\$15.91	\$16.31	\$16.71	\$17.10	\$17.50	\$17.90
A	\$12.89	\$13.26	\$13.63	\$13.99	\$14.36	\$14.73	\$15.10	\$15.47	\$15.83	\$16.20	\$16.57