

memo

City of Appleton-Human Resources Department

To: Chairperson Konetzke and HR Committee Members
From: Sandy Behnké
CC: Appleton Common Council
Date: 6/5/2014
Re: Seasonal Pay Plan

Before you is an action item requesting grade placement changes for a few of our recreational seasonal positions. As the department explains in the attached memo, these positions have become increasingly more difficult to fill and we seem to have lost some ground in the competitive pay rate for those positions. When we underwent the compensation study, we inquired about necessary changes to that plan and at the time, departments had not expressed any concerns with ability to recruit qualified seasonal employees. Since the plan seemed to be working well for the City, the consultant's recommendation was to start granting across the board adjustments to the plan to remain competitive. Prior to 2014, there were a number of years that an across the board adjustment was not applied to the plan which likely contributed to the decrease in market competitiveness for these positions.

The Recreational staff has since identified some positions—primarily Activity Leaders and Lifeguard positions where they have had more difficulty recruiting qualified candidates. They have provided data from the surrounding communities in which they would compete in for these positions to support the recommendation for grade adjustments.

The request is to make these changes effective with the 2015 budget and 2015 seasonal recruitment. The reason for the 2015 effective date is twofold—first, the department did not budget for the changes and the approval this year would have significant budgetary impact for them and secondly, the positions have been filled for the 2014 season.

The Mayor and I have begun discussions about an appropriate across the board adjustment for the 2015 pay plans but we do not have a recommendation for you at this time. I will be bringing the request for an across the board adjustment for the 2015 seasonal pay plan back for your approval when we have a recommendation. The Parks, Recreation and Facilities Management Department is requesting that these grade placement changes be approved now so they can more accurately prepare the departments 2015 budget.

If you have any questions regarding the action item, please contact Director Gazza or myself.