

TO: Board of Estimates

FROM: Mike Lipski, Human Resources

DATE: May 18, 2016

RE: Deputy Mayors

The Mayor’s Office is currently staffed with a Deputy Mayor 2 (Anne Monks), 3 Deputy Mayors 1 (Katie Crawley, Enis Ragland, and Gloria Reyes (currently serving as the Acting Director of Civil Rights)), a Legislative Analyst (Nicholas Zavos), and other professional and administrative staff. The Deputy Mayor 1s and the Legislative Analyst are in a lower salary range than the Deputy Mayor 2. The Mayor has requested that these positions all be reclassified to the level of Deputy Mayor 2 as over time, all are acting at the full-capacity level in terms of performing their assigned duties. As a result, the following actions would be taken:

- Recreate Positions #60, #61, and #62 from Deputy Mayor 1 to Deputy Mayor 2 and reallocate the incumbents of position #60 (E. Ragland) and #61 (K. Crawley) to the new level of Deputy Mayor 2 at Step 1 of the new range. Position #62 is currently vacant but when Gloria Reyes returns to the Mayor’s Office upon selection of a new Director of Civil Rights, she would be placed in the position as a Deputy Mayor 2, also at Step 1 of the new range.
- Recreate position #63 from a Legislative Analyst to a Deputy Mayor 2 and reallocate the incumbent, N. Zavos, to Deputy Mayor 2. Mr. Zavos would continue to have the working title of Government Relations Director.

The Mayor has also requested that Mr. Ragland be given longevity credit to bring his pay to the level of the other Deputy Mayors. Ms. Crawley and Ms. Monks have both been with the Mayor’s administration since his election in 2011 and currently receive 3% longevity pay because of their service with the City. Mr. Ragland was not appointed to the Mayor’s Office until June, 2014. Therefore, he would not be eligible for longevity pay until 2018, according to the City of Madison Ordinances (MGO 3.54(16)). However, Mr. Ragland has worked for the City on different occasions in the 1990s and 2000s. As a result, the Mayor would like Mr. Ragland to at least receive longevity credit back to the beginning of the Mayor’s current administration, or April 19, 2011, consistent with Ms. Monks. This would put him at 3% longevity, the same as Ms. Monks and Ms. Crawley. (Ms. Reyes is at a higher longevity percentage but that is due to her continuous City service with Police prior to her appointment to the Mayor’s Office.) The necessary resolutions to implement these recommendations have been drafted.

Editor’s Note:

| Compensation Group/Range | 2016 Annual Minimum (Step 1) | 2016 Annual Maximum (Step 5) | 2016 Annual Maximum +12% longevity |
|--------------------------|------------------------------|------------------------------|------------------------------------|
| 19/29 | \$72,910 | \$87,709 | \$98,234 |
| 19/28 | \$91,925 | \$110,467 | \$123,723 |

cc: Mayor Paul Soglin
Deputy Mayors