



**CITY OF STURGEON BAY
PERSONNEL COMMITTEE
Thursday, August 5, 2021
Council Chambers - 421 Michigan Street, Sturgeon Bay
3:30 p.m.**

1. Roll call.
2. Adoption of agenda.
3. Consideration of: Wage for Assistant Chief and Captain of Police.
4. Adjourn.

Personnel Committee Members:
Dan Williams, Chr.
J. Spencer Gustafson, Vice Chr.
Dennis Statz

Posted:

Date: 8/3/2021
Time: 10:00 a.m.
By: SLR

EXECUTIVE SUMMARY

TITLE: Staff Recommendation of wage for Assistant Chief and Captain of Police to Personnel Committee

BACKGROUND: Sturgeon Bay Police Department recently promoted Captain Dan Brinkman to Assistant Chief and Sergeant Investigator Chad Hougaard to Captain. As a result, both have new titles and need wage re-evaluation. Assistant Chief Brinkman has been a member of the police departments administrative team for 10 years and has served the community and department for 33 years. Assistant Chief Brinkman received a commendable evaluation as Captain of Police, which receives a recommendation of one increment wage step. As Captain, Assistant Chief Brinkman was at step 13 for the 2021 year. With the commendable evaluation and the added responsibilities, I am recommending Assistant Chief Brinkman to start at step 15 of the Assistant Chief of Police wage scale provided by Public Administration Associates, LLC (see attached). Wage increase would be effective July 19, 2021.

Captain Hougaard has 25 years of law enforcement experience and has been a member of the supervisory team for 10 of his 16 years of service to the Sturgeon Bay community. As a result, he brings several years of supervisory and field experience to the Captain position. Captain Hougaard did have some exposure to administrative duties when he served as the Sergeant Investigator and has a working knowledge of our budget and administrative philosophies. We do not have an evaluation for Captain Hougaard as he was not a member of the administration team prior. I am recommending Captain Hougaard to start at step 12 of the Captain of Police wage scale provided by Public Administration Associates, LLC (see attached). Wage increase would be effective July 26, 2021.

FISCAL IMPACT: The budget of the Police Department will be impacted with the new positions and wage scale; however, the impact will be minimal for the 2021 budget as one of the administrative positions remained open until the end of July.

OPTIONS: Approve all, none, or a portion of the recommendation.

RECOMMENDATIONS: Recommend to accept the wages as presented.

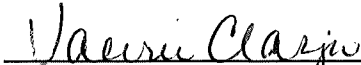
PREPARED BY:


Clinton J. Henry
Chief Sturgeon Bay Police Department

Date

7-29-2021

REVIEWED BY:


Valerie Clarizio
Finance Director/City Treasurer

Date

7/29/21

REVIEWED BY: Stephanie Reinhardt 7/29/21
Stephanie Reinhardt Date
City Clerk/Human Resources Director

APPROVED BY: John VanLieshout 7/29/21
John VanLieshout Date
City Administrator

Management Wage Scale

	Police Chief			Assistant Police Chief			Police Captain			Police Lieutenant		
	2020 Base Year	2021 3.00%	2022 3.00%	2020 Base Year	2021 3.00%	2022 3.00%	2020 Base Year	2021 3.00%	2022 3.00%	2020 Base Year	2021 3.00%	2022 3.00%
1 - Minimum	73,660	75,870	78,146	71,998	74,158	76,383	66,106	68,089	70,132	59,957	61,206	63,608
2	75,195	77,451	79,774	73,342	75,687	78,082	67,483	69,507	71,593	61,206	63,042	64,933
3	76,731	79,033	81,404	74,982	77,251	79,582	68,860	70,926	73,054	62,456	64,330	66,260
4	78,266	80,614	83,032	76,482	78,776	81,111	70,237	72,344	74,514	63,705	65,616	67,585
5	79,801	82,195	84,661	77,982	80,321	82,706	71,614	73,762	75,975	64,955	66,904	68,911
6	81,336	83,776	86,289	79,482	81,866	84,296	72,991	75,181	77,436	66,204	68,190	70,236
7	82,871	85,357	87,918	80,981	83,411	85,896	74,368	76,599	78,897	67,454	69,478	71,562
8	84,406	86,938	89,546	82,481	84,956	87,500	75,745	78,017	80,358	68,703	70,764	72,887
9	85,941	88,519	91,175	83,981	86,500	89,045	77,122	79,436	81,819	69,953	72,052	74,213
10	87,476	90,100	92,803	85,481	88,045	90,750	78,499	80,854	83,280	71,202	73,338	75,538
11	89,011	91,681	94,432	86,981	89,590	92,255	79,876	82,272	84,740	72,452	74,626	76,864
12	90,546	93,262	96,060	88,481	91,135	93,900	81,253	83,691	86,201	73,701	75,912	78,189
13 - Midpoint	92,082	94,844	97,690	89,980	92,680	95,425	82,630	85,109	87,662	74,951	77,200	79,516
14	93,617	96,426	99,318	91,480	94,225	96,969	84,007	86,527	89,123	76,200	78,486	80,841
15	95,152	98,007	100,947	92,980	95,759	98,680	85,384	87,946	90,584	77,450	79,774	82,167
16	96,687	99,588	102,575	94,480	97,314	99,925	86,761	89,364	92,045	78,699	81,060	83,492
17	98,222	101,169	104,204	95,980	98,859	100,404	88,138	90,782	93,506	79,949	82,347	84,818
18	99,757	102,750	105,832	97,480	100,404	103,049	89,515	92,200	94,966	81,198	83,634	86,143
19	101,292	104,331	107,461	98,979	101,949	105,039	90,892	93,619	96,427	82,448	84,921	87,469
20	102,827	105,912	109,089	100,479	103,479	106,583	92,269	95,037	97,888	83,697	86,208	88,794
21	104,362	107,493	110,718	99,009	101,979	105,039	93,646	96,455	99,349	84,947	87,495	90,120
22	105,897	109,074	112,346	100,465	103,479	106,583	95,023	97,874	100,810	86,196	88,782	91,445
23	107,433	110,656	113,976	101,921	104,979	108,128	96,400	99,292	102,271	87,446	90,069	92,771
24	108,968	112,237	115,604	103,377	106,479	109,673	97,777	100,710	103,732	88,695	91,356	94,097
25 - Maximum	110,503	113,818	117,233	104,833	107,979	111,218	99,154	102,129	105,192	89,945	92,643	95,423