

## MEMO

TO: District Commission  
FR: Director  
RE: 2017 Wage Adjustments  
DT: 12/6/2016

Gentlemen;

It is the time of year again, for consideration of a wage adjustment package for District employees.

Dawn has collected information from member communities on the level of adjustments they are considering for 2017. I am including that information with this memo. Their adjustments fall in the range of 1.0 percent to 2.5 percent, with possible step increases and/or a potential bonus.

The District has two employees, Kevin Skogman and Chad Giackino who are eligible for a step increase in 2017. Both individuals received very positive performance reviews in 2016. Therefore, it is my recommendation to provide the step increases to Kevin and Chad.

Dawn has also prepared a list of the District cost for various percentage wage rate increases. These cost amounts have been prepared with the cost of the step increases for the two employees already included.

Last year a lump sum was provided to the Director to split between a base pay rate increase and a mid-year bonus for employees. Due to the management change at years end, I would suggest that a percentage be set, at this time, for the across the board increase, and a lump sum be established for mid-year bonuses.

I would recommend a package adjustment in the 2 percent range. You could consider 1.0 to 1.5 percent as a base rate increase, with the balance available for the mid-year bonus.

Thank you for your consideration.

## Glen Geurts

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**From:** Dawn Bartel <dawn.bartel@hvmsd.org>  
**Sent:** Tuesday, December 06, 2016 11:10 AM  
**To:** Glen Geurts  
**Subject:** Wages Increases by Percentage

### Costs of Percentage Increases:

<b>1%</b>	<b>\$ 9,829</b>
<b>1.5%</b>	<b>\$12,643</b>
<b>2%</b>	<b>\$15,458</b>
<b>2.5%</b>	<b>\$18,272</b>
<b>3.0%</b>	<b>\$21,087</b>

- Includes step increases
- Does not include Brian Helminger

**TO: GLEN GEURTS**  
**FR: DAWN BARTEL**  
**DT: DECEMBER 5, 2016**  
**RE: 2017 WAGE ADJUSTMENTS**

Glen,

Below is the information you requested regarding the 2017 wage adjustments for the communities.

Kaukauna Utilities	2.5% plus possible bonus
Kimberly	1% plus possible bonus
Combined Locks	2% and no bonus
Little Chute	1% and no bonus
Kaukauna	2% plus possible bonus
Darboy	\$.50 for fulltime and \$.25 for part-time; possible year-end bonus