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Date: December 9, 2014

To: Chairwoman Dimitrijevic

cc: Supervisor Johnson  
Supervisor Lipscomb Jr.

From: Paul Bargren *PB*  
Corporation Counsel

Re: File 14-948 – Step Increase Freeze

As requested, I am providing a report on the Step Increase Freeze topic.

It is my understanding the 2015 Adopted Budget did not include sufficient funds to provide step increases in 2015 based on hours of service. The attached resolution amends Sec. 17.10 of the Ordinances so that step increases will not be provided in any year where funds are not available in the adopted budget. This approach will avoid the need for a yearly amendment in the future if funds are not available.

This is one approach to the situation. Another approach is to do what has been done in recent years and update Ch. 17.10 every year by, essentially, increasing by one year's work the number of hours required to get a step raise. Our office can provide such language if requested, just as we provided language for the submitted resolution when requested. Either approach is legal; I have no preference or recommendation. Our office simply served as a drafting service in this matter. The choice is one for policy makers.

Another choice is to do nothing and let those who are eligible for step increases start to receive (or demand) them beginning January 1. Funding from contingency, reserve, or through budget cuts would be required. Employees who became entitled to a step increase would need to receive it. It could not be denied retroactively.