



# Human Resources

400 La Crosse St., La Crosse, WI 54601 • Tel: (608) 789-7595 • Fax: (608) 789-7598  
www.cityoflacrosse.org HR@cityoflacrosse.org

TO: Common Council  
Mayor Reynolds

FROM: Rebecca Franzen, Director of Human Resources

DATE: October 3<sup>rd</sup>, 2024

RE: Anticipated Costs for City Administrator

Please find below the anticipated wages and benefits for the City Administrator position, should it be approved by Common Council.

As previously stated, the recommendation by McGrath Human Resources Group is that the City Administrator position be compensated at approximately 20% - 25% higher than department head positions to maintain an appropriate level of separation between the positions. Additional costs related to the position that have been assumed include (1) WRS employer contributions of 6.95%, (2) FICA Tax, (3) Health Insurance, (4) Life Insurance/Income Continuation Insurance, and (5) Non-Personal Expenses such as travel, training/registrations, memberships, and office supplies.

### Based on 20% Higher Than Current Highest Paid

	City Administrator		Notes
Contract Paid	Hours	2080	21.2% Insurance Rate and 3% COLA for 2025 assumed; both subject to change based on final budget.  Based on the highest paid employee as of 9.5.24 at Grade 19, Step 10
	Hourly Rate	\$ 89.73	
	Subtotal	\$186,645.89	
	WRS (6.95% of Salary)	\$ 12,971.89	
	FICA (7.65% of Salary)	\$ 14,278.41	
	Health Insurance	\$ 17,552.87	
	Life/ICI Insurances (.006% of Salary)	\$ 1,119.88	
	Non-Personal Expenses*	\$ 10,000.00	
		<u>\$242,568.94</u>	

### Based on 25% Higher Than Current Highest Paid

	City Administrator		Notes
Contract Paid	Hours	2080	21.2% Insurance Rate and 3% COLA for 2025 assumed; both subject to change based on final budget.  Based on the highest paid employee as of 9.5.24 at Grade 19, Step 10
	Hourly Rate	\$ 93.47	
	Subtotal	\$194,422.80	
	WRS (6.95% of Salary)	\$ 13,512.38	
	FICA (7.65% of Salary)	\$ 14,873.34	
	Health Insurance	\$ 17,552.87	
	Life/ICI Insurances (.006% of Salary)	\$ 1,166.54	
	Non-Personal Expenses*	\$ 10,000.00	
		<u>\$251,527.94</u>	

\*Non-Personal Expenses: Travel, Training/Registrations, Memberships, Office Supplies

Rebecca A. Franzen, SHRM-CP  
Director of Human Resources  
Gwendolyn A. Benish  
Human Resources Generalist

Audra M. Bloom  
Employee Benefits Specialist  
Angela M. Berget  
Human Resources Assistant

Angela R. Leisso  
Sr. Human Resources Generalist  
Heidi L. Stein  
Wellness Coordinator

The City Administrator's wages and benefits will be paid by the General Fund (50%), Enterprise Fund (45%) and TIF Admin (5%).

Based on the hiring plan that is proposed, we likely will not fill the role until July 2025. Below is an estimated budgetary impact for 2025. The Director of Finance and I are anticipating a cost of **\$121,284.47** - **\$125,763.97** for 2025.

Based on 20% Higher Than Current Highest

Paid Employee

General Fund	50%	\$	60,642.24
Enterprise Fund	45%	\$	54,578.01
TIF Admin	5%	\$	6,064.22
		<u>\$</u>	<u>121,284.47</u>

Based on 25% Higher Than Current Highest

Paid Employee

General Fund	50%	\$	62,881.99
Enterprise Fund	45%	\$	56,593.79
TIF Admin	5%	\$	6,288.20
		<u>\$</u>	<u>125,763.97</u>