

Submitted by: Chair of the Assembly at the
Request of the Mayor
Prepared by: Dept. of Human Resources
For reading: January 23, 2024

**ANCHORAGE, ALASKA
AR No. 2024-31**

1 **A RESOLUTION OF THE MUNICIPALITY OF ANCHORAGE ADJUSTING THE**
2 **NON-REPRESENTED AND PUBLIC SAFETY NON-REPRESENTED PAY**
3 **PLANS BY ADDING SIX (6) ADDITIONAL 2.5% STEPS TO THE TOP END OF**
4 **EACH GRADE AND INCREASING THE TOP END OF THE EXECUTIVE PAY**
5 **PLAN BY TWENTY-FOUR PERCENT (24%) FOR GRADES 21 THROUGH 24**
6 **AND THIRTY-THREE PERCENT (33%) FOR GRADE 25.**
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8
9 **WHEREAS**, on November 21, 2023, the Anchorage Assembly adopted the 2024
10 General Government and Utility Enterprise Operating Budget for the Municipality;
11 and

12
13 **WHEREAS**, the 2024 General Government Operating Budget and Utility Enterprise
14 Budget includes the non-represented, public safety non-represented, and executive
15 pay plans, and increases are warranted, with the specific objective of providing
16 additional steps to the pay plans for all non-represented and public safety non-
17 represented positions and an increase to the maximum pay for the executive pay
18 plans; and

19
20 **WHEREAS**, this change comes at a crucial time to recruit, retain, and develop
21 succession planning for employees within the Municipality; and

22
23 **WHEREAS**, increased workforce competition has made it increasingly difficult to
24 retain and to hire new non-represented, public safety non-represented, and
25 executive employees at the Municipality; and

26
27 **WHEREAS**, the Municipality's non-represented, public safety non-represented, and
28 executive employees have experienced salary stagnation especially as compared
29 to the compensation of private sector and represented employees; and

30
31 **WHEREAS**, the proposed resolution will conform to the Personnel Rules to provide
32 for an increase to the non-represented, public safety non-represented, and
33 executive pay plans in accordance with this objective.

34
35 **THE ANCHORAGE ASSEMBLY RESOLVES:**

36
37 **Section 1.** Amend the non-represented and public safety non-represented pay
38 plans by adding six (6) additional two and one-half percent (2.5%) pay steps at the
39 top end of each pay scale of each for a total of fifteen percent (15%).

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41 **Section 2.** Amend (increase) the top end of the executive pay plan twenty-four
42 percent (24%) for grades 21 through 24 and thirty-three percent (33%) for grade 25.
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Section 3. This Resolution shall take effect first full pay period following Assembly approval, upon passage and approval by the Anchorage Assembly.

PASSED AND APPROVED by the Anchorage Assembly this _____ day of _____, 2024.

Chair of the Assembly

ATTEST:

Municipal Clerk



MUNICIPALITY OF ANCHORAGE

Assembly Memorandum

No. AM 87-2024

Meeting Date: January 23, 2024

1 **From:** MAYOR

2
3 **Subject:** A RESOLUTION OF THE MUNICIPALITY OF ANCHORAGE
4 ADJUSTING THE NON-REPRESENTED AND PUBLIC SAFETY
5 NON-REPRESENTED PAY PLANS BY ADDING SIX (6)
6 ADDITIONAL 2.5% STEPS TO THE TOP END OF EACH GRADE
7 AND INCREASING THE TOP END OF THE EXECUTIVE PAY
8 PLAN BY TWENTY-FOUR PERCENT (24%) FOR GRADES 21
9 THROUGH 24 AND THIRTY-THREE PERCENT (33%) FOR
10 GRADE 25.

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12
13 All non-represented, public safety non-represented, and executive positions are
14 compensated based on a pay plan in conformance with Municipal Personnel Rule
15 3.30.174.I. The pay plan consists of pay ranges for executive employees and pay
16 ranges and steps for non-represented employees; each job classification and
17 grade is assigned a pay range. See attached Exhibit A.

18
19 The Administration and Anchorage Assembly agree that the ability to increase
20 compensation is necessary to recruit, retain and develop succession planning for
21 employees within the Municipality. The changes to the salary plan come at a
22 crucial time as increased competition for employees continues within the
23 Municipality of Anchorage, and the Municipality faces considerable challenges in
24 retaining employees.

25
26 There are challenges in filling the non-represented, public safety non-represented,
27 and executive leadership roles throughout the Municipality of Anchorage. It is
28 common for represented employees to take a significant reduction in pay when
29 promoted to these leadership positions. The addition of six new pay steps to the
30 non-represented pay scale will allow union employees to receive a pay increase
31 when promoted to a non-represented leadership position. This will be a significant
32 tool in retaining and promoting highly experienced, qualified employees.

33
34 For non-represented positions the pay plan consists of pay ranges (Grades 3
35 through 19) and pay steps (1 through 6). This resolution proposes to conform the
36 Personnel Rules to add six additional pay steps of 2.5% each to the non-
37 represented pay plan. Effective the first full pay period after Assembly approval,
38 non-represented employees, if at step 6, will advance to pay step 7 on their merit
39 anniversary date.

1 For public safety non-represented positions, the pay plan consists of pay ranges
2 (Grades 27 through 29), with three pay steps for Grades 27 and 28 and two pay
3 steps for Grade 29. This resolution proposes to conform the Personnel Rules to
4 add six additional pay steps of 2.5% each to the public safety non-represented pay
5 plan with the intent to create more pay raise headroom for public safety non-
6 represented employees who have previously been limited to only two or three pay
7 steps. The resolution will incorporate existing temporary pay increases into the
8 new step regime but will not result in automatic raises. Instead, effective the first
9 full pay period after Assembly approval, public safety non-represented employees
10 will be placed within their appropriate pay step and will advance to the next pay
11 step only on their first merit anniversary date.

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13 The executive pay plan consists of pay ranges Grades 21 through 25. Currently
14 the difference between the top of the salary ranges varies from approximately 18%
15 between Grade 21 and Grade 22 to only 4% between Grade 24 and Grade 25.
16 This resolution proposes to conform the Personnel Rules by increasing the
17 maximum pay for Grade 21 through Grade 24 by 24%, and the maximum pay for
18 Grade 25 by 33%. This will provide additional pay raise headroom for recruitment
19 and retention purposes.

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21 The overall average annual cost of the additional pay steps for the public safety non
22 represented is 3.3% for General Government. The overall average annual cost of
23 the additional non represented pay steps is 3.3% for General Government and 3.6%
24 for Utility Enterprise.

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27 **THE ADMINISTRATION RECOMMENDS APPROVAL.**

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29 Prepared by: Raylene Griffith, Labor Relations Director
30 Approved by: Tyler Andrews, Director, Human Resources
31 Concur: Sharon Lechner, Acting Director, Office of
32 Management & Budget
33 Concur: Alden Thern, CFO
34 Concur: Anne Helzer, Municipal Attorney
35 Concur: Kent Kohlhase, P. E., Municipal Manager
36 Respectfully submitted: Dave Bronson, Mayor
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Exhibit A

Job Classification Grades and Proposed Pay Ranges

Non-Represented Grades:

Public Service Student Aide I	NON-REPRESENTED	GRD03
Public Service Student Aide II	NON-REPRESENTED	GRD04
Office Assistant	NON-REPRESENTED	GRD07
Accounting Clerk I	NON-REPRESENTED	GRD08
Public Service Intern I	NON-REPRESENTED	GRD08
Senior Office Assistant	NON-REPRESENTED	GRD08
Accounting Clerk II	NON-REPRESENTED	GRD09
Legal Clerk I	NON-REPRESENTED	GRD09
Office Associate	NON-REPRESENTED	GRD09
Personnel Technician I	NON-REPRESENTED	GRD09
Accounting Clerk III	NON-REPRESENTED	GRD10
Legal Clerk II	NON-REPRESENTED	GRD10
Personnel Technician II	NON-REPRESENTED	GRD10
Public Service Intern II	NON-REPRESENTED	GRD10
Senior Office Associate	NON-REPRESENTED	GRD10
Executive Assistant I	NON-REPRESENTED	GRD11
Legal Secretary I	NON-REPRESENTED	GRD11
Personnel Technician III	NON-REPRESENTED	GRD11
Retirement Specialist I	NON-REPRESENTED	GRD11
Associate Librarian	NON-REPRESENTED	GRD12
Audit Technician	NON-REPRESENTED	GRD12
Collector	NON-REPRESENTED	GRD12
Executive Assistant II	NON-REPRESENTED	GRD12
Junior Accountant	NON-REPRESENTED	GRD12
Junior Admin Officer	NON-REPRESENTED	GRD12
Legal Secretary II	NON-REPRESENTED	GRD12
Personnel Analyst I	NON-REPRESENTED	GRD12
Principal Office Associate	NON-REPRESENTED	GRD12
Professional Investigator I	NON-REPRESENTED	GRD12
Public Service Intern III	NON-REPRESENTED	GRD12
Recreation Supervisor	NON-REPRESENTED	GRD12
Accountant	NON-REPRESENTED	GRD13
Accounting Section Supv	NON-REPRESENTED	GRD13
Administrative Coordinator	NON-REPRESENTED	GRD13
Claims Administrator I	NON-REPRESENTED	GRD13
Legal Secretary III	NON-REPRESENTED	GRD13
Professional Librarian I	NON-REPRESENTED	GRD13

Retirement Specialist II	NON-REPRESENTED	GRD13
Administrative Officer	NON-REPRESENTED	GRD14
Aquatics Superintendent	NON-REPRESENTED	GRD14
Horticulture Supervisor	NON-REPRESENTED	GRD14
Human Resources Professional II	NON-REPRESENTED	GRD14
Information Center Consultant I	NON-REPRESENTED	GRD14
Legal Secretary IV	NON-REPRESENTED	GRD14
Parks Superintendent	NON-REPRESENTED	GRD14
Personnel Analyst II	NON-REPRESENTED	GRD14
Professional Investigator II	NON-REPRESENTED	GRD14
Professional Librarian II	NON-REPRESENTED	GRD14
Recreation Superintendent	NON-REPRESENTED	GRD14
Senior Accountant	NON-REPRESENTED	GRD14
Budget Analyst I	NON-REPRESENTED	GRD15
Business Analyst	NON-REPRESENTED	GRD15
Claims Administrator II	NON-REPRESENTED	GRD15
Computer Operations Supervisor	NON-REPRESENTED	GRD15
Human Resources Professional III	NON-REPRESENTED	GRD15
Information Center Consultant II	NON-REPRESENTED	GRD15
Maintenance Supervisor	NON-REPRESENTED	GRD15
Network Technician III	NON-REPRESENTED	GRD15
Port Maintenance Supervisor	NON-REPRESENTED	GRD15
Professional Investigator III	NON-REPRESENTED	GRD15
Professional Librarian III	NON-REPRESENTED	GRD15
Public Health Supervisor	NON-REPRESENTED	GRD15
Reprographics Supervisor	NON-REPRESENTED	GRD15
Retirement Specialist III	NON-REPRESENTED	GRD15
Senior Admin Officer	NON-REPRESENTED	GRD15
Senior Staff Accountant	NON-REPRESENTED	GRD15
Staff Auditor	NON-REPRESENTED	GRD15
Street Maintenance Supervisor	NON-REPRESENTED	GRD15
Transit Shift Supervisor	NON-REPRESENTED	GRD15
Appraisal Supervisor	NON-REPRESENTED	GRD16
Budget Analyst II	NON-REPRESENTED	GRD16
Community Health Supervisor	NON-REPRESENTED	GRD16
Data Base Administrator I	NON-REPRESENTED	GRD16
Engineering Technician IV	NON-REPRESENTED	GRD16
Environmental Sanitarian IV	NON-REPRESENTED	GRD16
General Foreman	NON-REPRESENTED	GRD16
Horticulturist	NON-REPRESENTED	GRD16
Human Resources Professional IV	NON-REPRESENTED	GRD16

Laboratory Supervisor	NON-REPRESENTED	GRD16
Nurse Supervisor I	NON-REPRESENTED	GRD16
Operations Supervisor	NON-REPRESENTED	GRD16
Personnel Analyst III	NON-REPRESENTED	GRD16
Principal Accountant	NON-REPRESENTED	GRD16
Principal Administrative Officer	NON-REPRESENTED	GRD16
Principal Auditor	NON-REPRESENTED	GRD16
Professional Investigator IV	NON-REPRESENTED	GRD16
Professional Librarian IV	NON-REPRESENTED	GRD16
Retirement Specialist IV	NON-REPRESENTED	GRD16
Safety Coordinator	NON-REPRESENTED	GRD16
Senior Landscape Architect	NON-REPRESENTED	GRD16
Systems Analyst	NON-REPRESENTED	GRD16
Systems Programmer I	NON-REPRESENTED	GRD16
Utility Tariff Analyst	NON-REPRESENTED	GRD16
Associate Traffic Engineer	NON-REPRESENTED	GRD17
Civil Engineer III	NON-REPRESENTED	GRD17
Data Base Administrator II	NON-REPRESENTED	GRD17
Deputy Officer	NON-REPRESENTED	GRD17
Finance Supervisor	NON-REPRESENTED	GRD17
Forensic Supervisor	NON-REPRESENTED	GRD17
Information Center Consultant III	NON-REPRESENTED	GRD17
Light & Power Engineer	NON-REPRESENTED	GRD17
Light & Power Superintendent	NON-REPRESENTED	GRD17
ML&P Supervisor	NON-REPRESENTED	GRD17
Network Analyst	NON-REPRESENTED	GRD17
Nurse Supervisor II	NON-REPRESENTED	GRD17
Planning Supervisor	NON-REPRESENTED	GRD17
Property Appraisal Administrator	NON-REPRESENTED	GRD17
Senior Systems Analyst	NON-REPRESENTED	GRD17
Superintendent	NON-REPRESENTED	GRD17
Systems Analyst Supervisor	NON-REPRESENTED	GRD17
Systems Programmer II	NON-REPRESENTED	GRD17
Treatment Super (Water/Wastewater)	NON-REPRESENTED	GRD17
Utility Management Assistant	NON-REPRESENTED	GRD17
Application Services Supervisor	NON-REPRESENTED	GRD18
Civil Engineer IV	NON-REPRESENTED	GRD18
Computer Operations Officer	NON-REPRESENTED	GRD18
Human Resources Professional V	NON-REPRESENTED	GRD18
Manager	NON-REPRESENTED	GRD18
Public Finance Manager	NON-REPRESENTED	GRD18

Technical Support Manager	NON-REPRESENTED	GRD18
Chief Administrative Officer	NON-REPRESENTED	GRD19
Chief Operating Officer	NON-REPRESENTED	GRD19

Public Safety Non-Represented Grades:

EMS Battalion Chief	PUBLIC SAEFTY NON-REPRESENTED	GRD27
Fire Battalion Chief	PUBLIC SAEFTY NON-REPRESENTED	GRD27
Battalion Chief	PUBLIC SAEFTY NON-REPRESENTED	GRD28
Police Lieutenant	PUBLIC SAEFTY NON-REPRESENTED	GRD28
Assistant Chief	PUBLIC SAEFTY NON-REPRESENTED	GRD29
Police Captain	PUBLIC SAEFTY NON-REPRESENTED	GRD29

Proposed Non-Represented Salary Table

		Step														
		1	2	3	4	5	6	7	8	9	10	11	12			
Grade	3	\$12.18														
	4	\$13.56														
	5	\$14.93														
	6	\$14.13	\$14.85	\$15.59	\$16.34	\$17.16	\$18.07	\$18.52	\$18.98	\$19.46	\$19.95	\$20.44	\$20.96			
	7	\$15.59	\$16.34	\$17.16	\$18.07	\$18.97	\$19.90	\$20.40	\$20.91	\$21.43	\$21.97	\$22.52	\$23.08			
	8	\$17.16	\$18.07	\$18.97	\$19.90	\$20.94	\$21.97	\$22.52	\$23.08	\$23.66	\$24.25	\$24.86	\$25.48			
	9	\$18.97	\$19.90	\$20.94	\$21.97	\$23.06	\$24.20	\$24.81	\$25.43	\$26.06	\$26.71	\$27.38	\$28.06			
	10	\$20.94	\$21.97	\$23.06	\$24.20	\$25.33	\$26.65	\$27.32	\$28.00	\$28.70	\$29.42	\$30.15	\$30.91			
	11	\$23.06	\$24.20	\$25.33	\$26.65	\$28.01	\$29.35	\$30.08	\$30.84	\$31.61	\$32.40	\$33.21	\$34.04			
	12	\$25.33	\$26.65	\$28.01	\$29.35	\$30.80	\$32.30	\$33.11	\$33.94	\$34.78	\$35.65	\$36.54	\$37.46			
	13	\$28.01	\$29.35	\$30.80	\$32.30	\$34.00	\$35.71	\$36.60	\$37.52	\$38.46	\$39.42	\$40.40	\$41.41			
	14	\$30.80	\$32.30	\$34.00	\$35.71	\$37.50	\$39.37	\$40.35	\$41.36	\$42.40	\$43.46	\$44.54	\$45.66			
	15	\$34.00	\$35.71	\$37.50	\$39.37	\$41.38	\$43.47	\$44.56	\$45.67	\$46.81	\$47.98	\$49.18	\$50.41			
	16	\$37.50	\$39.37	\$41.38	\$43.47	\$45.56	\$47.83	\$49.03	\$50.25	\$51.51	\$52.80	\$54.12	\$55.47			
	17	\$41.38	\$43.47	\$45.56	\$47.83	\$50.25	\$52.74	\$54.06	\$55.41	\$56.80	\$58.22	\$59.67	\$61.16			
	18	\$45.56	\$47.83	\$50.25	\$52.74	\$55.38	\$58.15	\$59.60	\$61.09	\$62.62	\$64.19	\$65.79	\$67.44			
	19	\$50.25	\$52.74	\$55.38	\$58.15	\$61.05	\$64.10	\$65.70	\$67.35	\$69.03	\$70.75	\$72.52	\$74.34			

Proposed Public Safety Non-Represented Salary Table:

		Step								
		1	2	3	4	5	6	7	8	9
Grade	27	\$50.50	\$51.77	\$53.04	\$54.37	\$55.73	\$57.12	\$58.55	\$60.01	\$61.51
	28	\$70.69	\$72.46	\$74.26	\$76.12	\$78.02	\$79.97	\$81.97	\$84.02	\$86.12
	29	\$76.51	\$78.43	\$80.39	\$82.40	\$84.46	\$86.57	\$88.73	\$90.95	

Proposed Executive Salary Table:

Grade	Min/Annual	Max/Annual
21	\$ 44,037.99	\$ 123,373.30
22	\$ 61,980.98	\$ 145,621.06
23	\$ 76,658.62	\$ 167,867.32
24	\$ 96,230.53	\$ 190,113.49
25	\$ 114,173.51	\$ 212,591.04