



## STAFF REPORT

DATE: December 4, 2018  
CONSENT #6

**AGENDA ITEM:** 2019 Pay Scale

**TO:** Mayor and Council

**SUBMITTED BY:** Jake Foster, Assistant City Administrator

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### **BACKGROUND:**

In 2016 the City hired David Drown and Associates (DDA) last year to complete a job classification and compensation study. In 2017, Council approved an updated step and grade compensation policy resulting from the DDA study and HR Committee recommendations. The DDA study also provided the city with a list of comparable cities that could be used for future planning.

In order to effectively recruit and retain employees, annual cost of living adjustments should be incorporated into step and grade pay scale annually. These adjustments are based on the data collected from the DDA study-determined comparable cities.

### **ISSUE BEFORE COUNCIL:**

What cost of living adjustment should the City approve?

### **PROPOSAL DETAILS/ANALYSIS:**

Using 2019 data from the comparable cities that responded, it was determined that the average COLA from those comparable cities was 2.75%. Therefore, staff recommends that the step and grade plan include a 2.75% COLA for 2019.

### **FISCAL IMPACT:**

The 2019 step and grade plan pay scale will include a 2.75% COLA across all positions and steps.

### **OPTIONS:**

- 1) Approve the 2019 pay scale with 2.75% COLA
- 2) Approve the 2019 pay scale with different COLA
- 3) Do not approve 2019 pay scale

### **RECOMMENDATION:**

If removed from the consent agenda:

***“Move to approve the 2019 Pay Scale.”***

### **ATTACHMENT:**

- 2019 Pay Ranges
- 2019 Salary Adjustments for Comparable Cities

## 2019 Proposed Salary Adjustments for Comparable Cities

City	Non-union
Vadnais Heights	2.00%
Waconia	2.00%
Orono	2.50%
Hugo	3.00%
Ham Lake	3.00%
Mounds View	3.00%
Albertville	3.00%
Mahtomedi	N/A
Rogers	N/A
Victoria	3.50%
Minnetrista	N/A
Mound	N/A
Little Canada	N/A

<b>Median</b>	<b>3.00%</b>
<b>Mean</b>	<b>2.75%</b>

Grade	Evaluation Points		Range Steps									
	Point Min	Point Max	Min	2	3	4	5	6	7	8	9	Max
1	130	139	\$14.43	\$14.91	\$15.39	\$15.87	\$16.35	\$16.84	\$17.32	\$17.80	\$18.28	\$18.76
2	140	151	\$15.40	\$15.92	\$16.43	\$16.95	\$17.46	\$17.97	\$18.49	\$19.00	\$19.51	\$20.03
3	152	163	\$16.44	\$16.99	\$17.54	\$18.09	\$18.64	\$19.19	\$19.73	\$20.28	\$20.83	\$21.38
4	164	176	\$17.55	\$18.14	\$18.73	\$19.31	\$19.90	\$20.48	\$21.07	\$21.65	\$22.24	\$22.82
5	177	190	\$18.74	\$19.36	\$19.99	\$20.61	\$21.24	\$21.86	\$22.49	\$23.11	\$23.74	\$24.36
6	191	205	\$20.00	\$20.67	\$21.34	\$22.01	\$22.67	\$23.34	\$24.01	\$24.67	\$25.34	\$26.01
7	206	222	\$21.35	\$22.07	\$22.78	\$23.49	\$24.20	\$24.91	\$25.63	\$26.34	\$27.05	\$27.76
8	223	240	\$22.80	\$23.56	\$24.32	\$25.08	\$25.84	\$26.60	\$27.36	\$28.12	\$28.88	\$29.64
9	241	259	\$24.34	\$25.15	\$25.96	\$26.77	\$27.58	\$28.39	\$29.20	\$30.01	\$30.82	\$31.64
10	260	280	\$25.98	\$26.84	\$27.71	\$28.58	\$29.44	\$30.31	\$31.17	\$32.04	\$32.91	\$33.77
11	281	302	\$27.73	\$28.66	\$29.58	\$30.50	\$31.43	\$32.35	\$33.28	\$34.20	\$35.13	\$36.05
12	303	326	\$29.60	\$30.59	\$31.58	\$32.56	\$33.55	\$34.54	\$35.52	\$36.51	\$37.50	\$38.48
13	327	353	\$31.60	\$32.65	\$33.71	\$34.76	\$35.81	\$36.87	\$37.92	\$38.97	\$40.03	\$41.08
14	354	381	\$33.73	\$34.86	\$35.98	\$37.11	\$38.23	\$39.36	\$40.48	\$41.61	\$42.73	\$43.85
15	382	411	\$36.01	\$37.21	\$38.41	\$39.61	\$40.81	\$42.01	\$43.21	\$44.41	\$45.61	\$46.81
16	412	444	\$38.44	\$39.72	\$41.00	\$42.29	\$43.57	\$44.85	\$46.13	\$47.41	\$48.69	\$49.97
17	445	480	\$40.75	\$42.11	\$43.47	\$44.82	\$46.18	\$47.54	\$48.90	\$50.26	\$51.62	\$52.97
18	481	518	\$43.19	\$44.63	\$46.07	\$47.51	\$48.95	\$50.39	\$51.83	\$53.27	\$54.71	\$56.15
19	519	560	\$45.79	\$47.31	\$48.84	\$50.36	\$51.89	\$53.42	\$54.94	\$56.47	\$57.99	\$59.52
20	561	605	\$48.53	\$50.15	\$51.77	\$53.39	\$55.00	\$56.62	\$58.24	\$59.86	\$61.47	\$63.09