



STAFF REPORT

DATE: December 17, 2019
CONSENT

AGENDA ITEM: 2020 Pay Scale

TO: Mayor and Council

SUBMITTED BY: Jake Dickson, Assistant City Administrator

BACKGROUND:

In 2016, the City hired David Drown and Associates (DDA) 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 2020 data from the comparable cities that responded, it was determined that the average COLA from those comparable cities was 2.8%. Therefore, staff recommends that the step and grade plan include a 2.8% COLA for 2019.

FISCAL IMPACT:

The 2019 step and grade plan pay scale will include a 2.8% COLA across all positions and steps.

OPTIONS:

- 1) Approve the 2020 pay scale with 2.8% COLA
- 2) Approve the 2020 pay scale with different COLA
- 3) Do not approve 2020 pay scale

RECOMMENDATION:

If removed from the consent agenda:

“Move to approve the 2020 Pay Scale.”

ATTACHMENT:

- 2020 Pay Ranges
- 2020 Salary Adjustments for Comparable Cities

| Evaluation Points | | | Range S | | | | |
|-------------------|--------------|--------------|---------|---------|---------|---------|---------|
| Grade | Point Min | Point Max | | | | | |
| | | | Min | 2 | 3 | 4 | 5 |
| 1 | 130 | 139 | \$14.83 | \$15.33 | \$15.82 | \$16.31 | \$16.81 |
| 2 | 140 | 151 | \$15.83 | \$16.37 | \$16.89 | \$17.42 | \$17.95 |
| 3 | 152 | 163 | \$16.90 | \$17.47 | \$18.03 | \$18.60 | \$19.16 |
| 4 | 164 | 176 | \$18.04 | \$18.65 | \$19.25 | \$19.85 | \$20.46 |
| 5 | 177 | 190 | \$19.26 | \$19.90 | \$20.55 | \$21.19 | \$21.83 |
| 6 | 191 | 205 | \$20.56 | \$21.25 | \$21.94 | \$22.63 | \$23.30 |
| 7 | 206 | 222 | \$21.95 | \$22.69 | \$23.42 | \$24.15 | \$24.88 |
| 8 | 223 | 240 | \$23.44 | \$24.22 | \$25.00 | \$25.78 | \$26.56 |
| 9 | 241 | 259 | \$25.02 | \$25.85 | \$26.69 | \$27.52 | \$28.35 |
| 10 | 260 | 280 | \$26.71 | \$27.59 | \$28.49 | \$29.38 | \$30.26 |
| 11 | 281 | 302 | \$28.51 | \$29.46 | \$30.41 | \$31.35 | \$32.31 |
| 12 | 303 | 326 | \$30.43 | \$31.45 | \$32.46 | \$33.47 | \$34.49 |
| 13 | 327 | 353 | \$32.48 | \$33.56 | \$34.65 | \$35.73 | \$36.81 |
| 14 | 354 | 381 | \$34.67 | \$35.84 | \$36.99 | \$38.15 | \$39.30 |
| 15 | 382 | 411 | \$37.02 | \$38.25 | \$39.49 | \$40.72 | \$41.95 |
| 16 | 412 | 444 | \$39.52 | \$40.83 | \$42.15 | \$43.47 | \$44.79 |
| 17 | 445 | 480 | \$41.89 | \$43.29 | \$44.69 | \$46.07 | \$47.47 |
| 18 | 481 | 518 | \$44.40 | \$45.88 | \$47.36 | \$48.84 | \$50.32 |
| 19 | 519 | 560 | \$47.07 | \$48.63 | \$50.21 | \$51.77 | \$53.34 |
| 20 | 561 | 605 | \$49.89 | \$51.55 | \$53.22 | \$54.88 | \$56.54 |

| Steps | | | | |
|---------|---------|---------|---------|---------|
| 6 | 7 | 8 | 9 | Max |
| \$17.31 | \$17.80 | \$18.30 | \$18.79 | \$19.29 |
| \$18.47 | \$19.01 | \$19.53 | \$20.06 | \$20.59 |
| \$19.73 | \$20.28 | \$20.85 | \$21.41 | \$21.98 |
| \$21.05 | \$21.66 | \$22.26 | \$22.86 | \$23.46 |
| \$22.47 | \$23.12 | \$23.76 | \$24.40 | \$25.04 |
| \$23.99 | \$24.68 | \$25.36 | \$26.05 | \$26.74 |
| \$25.61 | \$26.35 | \$27.08 | \$27.81 | \$28.54 |
| \$27.34 | \$28.13 | \$28.91 | \$29.69 | \$30.47 |
| \$29.18 | \$30.02 | \$30.85 | \$31.68 | \$32.53 |
| \$31.16 | \$32.04 | \$32.94 | \$33.83 | \$34.72 |
| \$33.26 | \$34.21 | \$35.16 | \$36.11 | \$37.06 |
| \$35.51 | \$36.51 | \$37.53 | \$38.55 | \$39.56 |
| \$37.90 | \$38.98 | \$40.06 | \$41.15 | \$42.23 |
| \$40.46 | \$41.61 | \$42.78 | \$43.93 | \$45.08 |
| \$43.19 | \$44.42 | \$45.65 | \$46.89 | \$48.12 |
| \$46.11 | \$47.42 | \$48.74 | \$50.05 | \$51.37 |
| \$48.87 | \$50.27 | \$51.67 | \$53.07 | \$54.45 |
| \$51.80 | \$53.28 | \$54.76 | \$56.24 | \$57.72 |
| \$54.92 | \$56.48 | \$58.05 | \$59.61 | \$61.19 |
| \$58.21 | \$59.87 | \$61.54 | \$63.19 | \$64.86 |

| City | 2020 COLA Percentage |
|-----------------|----------------------|
| Albertville | 3% |
| Arden Hills | 3% |
| Hugo | 3% |
| Mahtomedi | 3% |
| Mound | N/A |
| Orono | 2.50% |
| Vadnais Heights | N/A |
| Waconia | 2% |
| Ham Lake | 3% |
| Little Canada | 2.8% |
| Minnetristra | N/A |
| Mounds View | 2.50% |
| Rogers | 2.75% |
| Victoria | 3% |
| Average | 2.8% |
| Median | 3% |