



CITY COUNCIL MEETING

AGENDA ITEM

Prepared By: <i>Allie Polsfuss, City Administrator</i>	Meeting Date: <i>January 5, 2026</i>	Item Name: <i>Approve MN Pay Equity Implementation Report</i>
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BACKGROUND

In 1984, the State of Minnesota adopted pay equity legislation under the Local Government Pay Equity Act [M.S. 471.991-471.999 and Minnesota Rules, Chapter 3920], which was intended to correct the historic gender bias in wages paid to female employees. The law requires that every political subdivision in the state of Minnesota establish “equitable compensation relationships” between male-dominated, female dominated, and balanced classes of employees.

Current legislation requires political jurisdictions to formally report certain compensation information to the Minnesota Management & Budget office (MMB) every three years. The submitted report is used by MMB to determine if these equitable compensation relationships exist within our jurisdiction only.

OVERVIEW

The City of Breezy Point has consistently been found in compliance with the mandated pay equity regulations, and city staff believes the current report will also be in compliance. Pay equity implementation reports must be approved by the City Council and submitted to MMB for approval by January 31, 2026. The submitted report must show data in place as of December 31, 2025. The information is submitted online, and two additional reports are attached:

- Compliance Report
- Job Class Data List

The monthly salary items listed are the minimum and maximum pay ranges for the grade level in which each of the job titles fall within our pay system/structure, not actual salaries for employees.

MMB will review the submitted Pay Equity Implementation Report, and then notify the city whether or not it’s in compliance with the pay equity law. The review by MMB could possibly take until Summer/Fall 2026 to receive a response, according to the information provided.

Jurisdictions receiving an “out of compliance” notice will have an opportunity to make adjustments and come into compliance. Any jurisdiction not in compliance within the allotted time will receive a second notice of being “out of compliance” and will then be subject to penalty. No penalties or other negative consequences will occur before receiving an “out of compliance” notification.

STAFF RECOMMENDATION

City staff recommends approval of the City of Breezy Point Pay Equity Implementation Report for salary data in place as of December 31, 2025, and to submit the complete PEIR to the Minnesota Management & Budget office no later than January 31, 2026.

Compliance Report

Jurisdiction: Breezy Point
8319 County Road 11

Report Year: 2026
Case: 1 - 2025 Data (Private (Jur Only))

Breezy Point, MN 56472

Contact: Allie Polsfuss

Phone: (218) 562-4441

E-Mail: apolsfuss@cityofbreezy pointmn.us

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	7	5	0	12
# Employees	13	5	0	18
Avg. Max Monthly Pay per employee	8282.08	8214.60		8263.33

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 107.1429 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	4	3
b. # Below Predicted Pay	3	2
c. TOTAL	7	5
d. % Below Predicted Pay (b divided by c = d)	42.86	40.00

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 16	Value of T = 0.435
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a. Avg. diff. in pay from predicted pay for male jobs = -30

b. Avg. diff. in pay from predicted pay for female jobs = -135

III. SALARY RANGE TEST = 100.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 10.00

B. Avg. # of years to max salary for female jobs = 10.00

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP = 0.00 *

B. % of female classes receiving ESP = 0.00

*(If 20% or less, test result will be 0.00)

Job Class Data Entry Verification List

Case: 2025 Data

Breezy Point

LGID: 486

Job Nbr	Class Title	Nbr Males	Nbr Females	Non- Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
3	Police Admin Secretary	0	1		F	225	4910.00	6407.00	10.00	19.00	
13	Administrative Assistant	0	1		F	238	4910.00	6407.00	10.00	0.00	
1	Public Works Worker	4	0		M	252	5008.00	6535.00	10.00	13.00	
4	Deputy Clerk/Office Manager	0	1		F	276	5131.00	6696.00	10.00	7.00	
8	Assist Public Works Supervisor	1	0		M	282	6104.00	7965.00	10.00	10.00	
5	Finance Specialist	0	1		F	284	6024.00	7860.00	10.00	2.00	
6	Police Officer	2	0		M	288	5852.00	7637.00	10.00	3.00	
7	Police Paramedic	3	0		M	335	6578.00	8584.00	10.00	6.00	
10	Police Sergeant	1	0		M	365	7810.00	10192.00	10.00	20.00	
9	Public Works Supervisor	1	0		M	368	7722.00	10076.00	10.00	13.00	
11	Police Chief	1	0		M	442	9402.00	12268.00	10.00	26.00	
12	City Administrator	0	1		F	540	10501.00	13703.00	10.00	0.00	

Job Number Count: 12