



MEMORANDUM

TO: Sheila Dubs, Human Resource Manager

FROM: Amanda Beckler, MCS Community Education Coordinator
Cam Bailey, MCS Recreation Coordinator
Preston Stensrud, Parks Superintendent
Scott VanDerMillen, MCS Director

DATE: September 17, 2021

SUBJECT: 2022 Temporary/Seasonal Employee Wage Schedule

Community Services would request to have the following positions reviewed and modified as suggested below, effective January 1, 2022.

Wage adjustment of positions:

- **Band Member:** wage adjustment to \$10.50/hourly
- **After School Program Helper:** Step 1 to \$10.50/hourly with a 25-cent increase for Step 2 and 50 cent increases for Steps 3-7.
- **Event Staff:** Step 1 to \$10.50/hourly with no change to other Steps.
- **MAC Attendant:** Step 1 to \$10.50/hourly with a 25-cent increase for Steps 2-7.
- **MAC Lifeguard, LTS Instructor, LTS Instructor with WSI, MAC Lifeguard with WSI:** 25-cent increases for Steps 1-7.
- **MAC Assistant Manager, MAC Manager:** 25-cent increase for Step 1 with \$1.00 increases for Steps 2-7.
- **MAC Maintenance Worker:** Step 1 to \$11.00/hourly with 50-cent increases for Steps 2-7. (Position has generally been 50-cent higher than the Parks Maintenance Worker).

As per your recommended worksheets sent September 21st, staff is supportive of Option 3 (Temp – draft 2022 idea) with nominal modifications. Rationale for these increases – Temporary/Seasonal positions have become increasingly difficult to fill and based on varied feedback, indications are it has been in part, due to non-competitive wages. By raising the wages as recommended above, the City places itself in an improved position to be competitive and attract required staffing. Overall cost estimates will vary based on number of employees hired and where they are placed on the wage schedule. Estimated 2022 budget impact for all positions would not exceed \$3,200.00

Elimination of job classification title(s): Please remove the Official Team League Basketball and Official Team League Basketball MSHSL positions – we will use the Official – Basketball job classification title in placement of these titles.



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MEMORANDUM

TO: Sheila Dubs, Human Resource Manager

FROM: Jason R. Anderson, P.E., Director of Public Works/City Engineer

DATE: September 16, 2021

SUBJECT: Temporary/Seasonal Employee Wage Schedule Changes

The Public Works Division would like to increase the pay scale for the Engineering Aide. The Engineering Aide should be increased to reflect a Step 1 wage of \$12.50/hour with a \$0.50/hour increase for each step thereafter. This adjusted pay scale will offer staff the ability to pay a more competitive rate for similar temporary positions within the industry.

We are having an increasingly difficult time hiring our seasonal employees and we believe low rate of pay is part of the issue. In recent years, the preferred candidates for the Engineering Aide position have opted to take positions with other agencies and consultant engineering companies. This has led to the position typically being filled late into the season, if at all. It is very important that we remain competitive to attract needed help.

Staff goal of this position is to be filled with an Engineering student who will have a vested interest in learning and performing the required tasks of the Engineering Aide. This has become more difficult as other agencies and consulting engineering companies are hiring a similar position at a higher rate of pay.

Thank you for your time and consideration with this request.