



To: Mayor and Council

From: Dylan Mulfinger

Subject: Salary Schedule

Date: 2/28/2022

The City Council and staff have worked on salaries for FY2023 more than any other salary resolution in the past five years. This thorough analysis has been needed as the environment to attract and retain employees is currently outrageous. While it is great to be an employee now, being an employer and figuring out how to weather this current situation proves to be difficult.

The current wage increase is still below the Midwest Consumer Price Index. The wage increase presented is \$4,000 over the recommendation of \$71,768 from the fall committee. This figure excludes longevity. City Council must provide direction on the amount of funding that should go toward wages. The city has an immediate need to ensure retention of employees.

City Hall

The City had several qualified candidates apply for the Administrative Assistant Position, and were turned down by more experienced candidates because of the wages. The City Administrator is recommending four percent increase for the positions within the Administrator department. This will help with retention and cost of living.

Police

All changes were voted in place January 2021.

Community Development

The Community Development Department is not an increase across the board. The City Administrator has made changes to next year to reflect careful evaluation of the department. The Code Enforcement Officer has been moved to an operator category. This changed because an evaluation of the workload determined needed changes to the current wage. This is a new position, so changes were anticipated. The Building Inspector wages have been moved to a Grade II category. The licenses and expertise needed in this position warrant moving it to a higher pay scale.

Parks, Cemetery, Recreation, and Aquatics

The wage committee that met in Fall/Winter of 2021 wanted to bring each person to \$12.00 an hour. An analysis of this request showed an increase of \$13,944.25 for the cemetery, \$11,484.00 for the parks, and \$14,967 for the aquatics center. This would be a total budget increase of \$40,395.25. This is a significant increase for these departments within the general fund. These increases would greatly help the lack of applications for parks, cemetery, and the aquatic center. As of this writing, applications and returning employee numbers for the pool are going well. The committee provided a recommendation of an increase of \$19,495. While it does not accomplish the goal to bring everyone to \$12.00, it does address current



needs. Each year the city can work toward increase in these positions to attract and retain part time employees.

Public Works

The City is in need of raising wages in this department to ensure retention. The initial proposal for Public Works was to raise wages 12.5 percent. This proposal was turned down by the fall committee. The twelve percent raise places these positions in line with local maintenance positions at some of our industrial businesses. The city has continued to see less applications for these positions and is competing locally for top talent. The City Administrator worked with the Utility Supervisor for a plan for Wastewater Grave IV position. This plan was on target, then an employee left the state. The City will continue to have a difficult time ensuring that positions are filled in grade IV because of the complexity and requirements of the position.

The 12.5 percent raise is \$33,990 more than the committee's proposal of \$37,500. It is the recommendation of the City Administrator to move into a six percent increase in operator and Grade I. An eight percent increase in Grade II. Finally, to make the higher grades more attractive, a ten percent increase for Grade III and a twelve percent increase for Grade IV. This increase is proposed to council in the salary resolution. Council should plan on an additional increase each year until the wage and inflation craze stabilizes. The City currently has no employees at or above Grade III. While every employee can work toward a higher grade, the city can only have a maximum of three Grade IV's because of the logistics of working in the waste treatment plant.

The need to incitive top grades for the city is high as the city will soon be faced with hard decisions concerning Grade IV and attracting those candidates.

Library

The City Administrator recommends a four percent for every position. This does not allow for the lowest paid staff to move into a 10 to 12 dollar hour range that the fall committee was working toward. The City does not assign wages for the library, they only fund the budget for the library.

Longevity

The original plan was to place employees in a new step process that included longevity. The fall committee provided direction that going to a longer step process would not be possible this year. That being said the City Administrator is recommending increasing longevity to enhance retention efforts at the City. The last increase to longevity was 2004. The current cost of longevity is \$16,632. The proposed increase will bring the total cost to \$49,898. This will be spread across all city departments except the sworn in police employees. The City Administrator is also recommending increasing longevity annually in line with the Consumer Price Index, Midwest Region.