

SPECIAL MEETING NO. 16
Council Chambers, City Hall

June 14, 2023
5:30 O'Clock P.M.

The meeting was called to order at 5:30 P.M.

Present were Council Member Pope, Galloway, McAntire, and Hull.
Mayor Johnson was absent. Council Member Roe acted as Mayor Pro Tem.

Galloway moved, seconded by McAntire to approve agenda as presented. Motion carried 4-1. Roe did not vote.

Gallagher Wage Study presentation. HR Dir. Codjoe introduced Mike Verdoorn, Principal, Public Sector & Higher Education with Gallagher. Maria Zelinsky was present along with Senior Consultant Allen Johanning via phone.

Objectives of the Classification & Compensation study will allow the City of Ottumwa to develop an updated classification structure to build a salary structure that balances internal equity with the City and external competitiveness with the market. The City currently has 97 job titles; Gallagher recommended 24 Class Series and 73 Classifications that will help ensure job title consistency and simplifies the classification structure. A list of 48 benchmark job titles were identified by the Adv. Team & Gallagher (which represent approx. 75% of City employees). A custom survey was sent to comparable public sector organizations; with Market Data being available for 45 of the 48 benchmark jobs through this approach. After compilation of data, market comparisons show that overall, the City's base salary is highly competitive with the Full Market at the 50th percentile. Current salary structure is competitive at minimum, but misaligned at maximum. To help develop a new salary structure, Gallagher put together a salary range, a 30% range spread was used to calculate the minimum and maximum of the pay ranges off of the 50th or 75th percentile based midpoint. Within each range, 13 steps were calculated for progression from minimum to maximum. Phased implementation options – target structure can be implemented over 2-3 years. The City is slightly behind the Market average COLA adjustment. Want to move our salary structures to try and alleviate the lag in COLA increases. Also need to decide if increases are based on tenure or merit. The City should annually review its internal alignment and classification of jobs to ensure proper leveling between jobs.

What sort of timeline are we looking at? Codjoe stated ideally she would like to bring the salary framework/structure and compensation strategy before Council on July 11 for approval. We may need to look at another work session before then.

McAntire asked if they can see from Finance Dir. how much money is coming from franchise fees; to get all employees up to where they need to be. I'm not comfortable voting on something until we know how the franchise fees work.

Roe would also like to see the 2nd and 3rd year projection on salaries; based on what we know for bond and general debt obligation. How will these projections affect the City's cash flow over the next few years?

Mayor Pro Tem Roe inquired if anyone from the audience wished to address any items before Council. There were none.

There being no further business, Galloway moved, seconded by McAntire that the mtg. adjourn. Motion carried 4-1. Roe did not vote.

Adjournment was at 6:34 P.M.

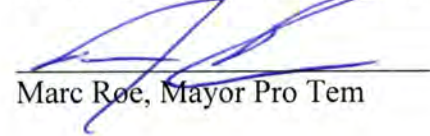
ATTEST:



Christina Reinhard, CMC, City Clerk

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CITY OF OTTUMWA, IOWA



Marc Roe, Mayor Pro Tem

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