



CITY OF GRAIN VALLEY
BOARD OF ALDERMEN MEETING MINUTES
 Workshop

11/13/2018
 PAGE 1 OF 4

ITEM I: CALL TO ORDER

- The Board of Aldermen of the City of Grain Valley, Missouri, met in a Workshop on November 13, 2018 at 8:02 p.m. in the Council Chambers located at Grain Valley City Hall
- The meeting was called to order by Mayor Todd

ITEM II: ROLL CALL

- City Clerk Theresa Osenbaugh called roll
- *Present: Bamman, Headley, Stratton, Totton, West*
- *Absent: Coleman*

-QUORUM PRESENT-

ITEM III: PRESENTATION

- Julie Urell, Springsted provided the Board of Aldermen with a presentation on the 2018 Compensation and Classification Study
 - Springsted has reviewed and evaluated the City's current classification and compensation system including position descriptions and the relationship relative to the labor market; developed a compensation system that addresses internal equity and market competitiveness; reviewed and developed administrative guidelines for implementation and maintenance
 - Reviewed the methodology of the study; meetings occurred with staff, positional analysis questionnaires were completed; positions were reviewed; market salary information was received; pay grades and positions were determined and implementation options were developed
 - Wage and benefit data came from other Missouri studies which were recently conducted or from direct outreach if the data was not already available; average minimum salaries were found to be 15.87% below market average; the average midpoint salaries are 19.07% below market average; average maximum salaries are 21.49% below the average market maximums
 - Eight out of forty-seven positions surveyed did not have enough data returned or were found to not be a valid match to the position at Grain Valley and therefore those positions have fallen on the pay plan based on internal job evaluation only
 - Proposed Full Time Pay Plan were presented; 29 grades are in the proposed pay plan; Grades 7-28 have classes assigned and the others are available if additional accommodations are needed as positions are added
 - Proposed Part Time Pay Plan was presented; Proposition B has passed and the pay plan takes into account that although government employees are exempt from

ELECTED OFFICIALS PRESENT	ELECTED OFFICIALS ABSENT	STAFF OFFICIALS PRESENT
Mayor Mike Todd	Alderman Jeff Coleman	City Attorney Jim Cook
Alderman Chris Bamman		Assistant City Administrator Ken Murphy
Alderman Bob Headley		City Clerk Theresa Osenbaugh
Alderman Jayci Stratton		Community Development Director Rick Arroyo
Alderman Nancy Totton		Finance Director Cathy Bowden
Alderman Yolanda West		Interim Chief of Police James Beale
		Parks and Recreation Director Shannon Davies



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11/13/2018
PAGE 2 OF 4

Proposition B, a minimum of \$8.60 per hour has been addressed in the pay plan; future consideration should be given as the Prop B minimum wage increases to approximately \$12.00/hour

- Position assignments and grade summaries were reviewed for full time positions and part time positions
- Implementation Recommendations were reviewed:
 - 2019 Full Implementation with a Cost of Living Adjustment (COLA) was reviewed; this does not include police positions that are eligible for union representation; with this implementation, all employees with a current pay rate below the minimum of a proposed grade would be brought to 100% minimum of their proposed grade and allotted a 2.6% COLA; those employees who are currently at a rate of pay within the proposed grade get a 2.6% COLA; the total cost is \$72,427.00 including current vacancies; impact total is \$63,218 if those positions are removed
 - 2019 Midpoint Adjustment with a Cost of Living Adjustment; goal with this implementation is to alleviate compression; performance is assumed to be satisfactory; all those with 6 years of tenure or more move to the midpoint of the recommended scale or receive 2.6% COLA, whichever is greater; those below the minimum of the proposed grade with five years of tenure or less are brought 100% to minimum plus 2.6% COLA; those within the grade but less than five years of tenure receive a 2.6% COLA; total impact of this option is \$120,814.00; if vacant positions are not included, total adjusted impact is \$111,604.00
- Benefits Comparison was presented: holiday leave is slightly less than average; annual leave is consistent with average; premium contributions for health insurance are slightly higher than the average; life insurance offerings are consistent with average; dental insurance coverage is slightly higher than average
- Alderman Headley asked for a recap of the full implementation of the pay scale with the vacant positions included; total cost for the full implementation is \$72,427.00
- Alderman West asked how the selected survey field was determined; felt that comparing to many of the cities listed was not an accurate representation of similar cities; Grain Valley is competing for employees with those cities so this is why these cities were factored in; not all data points were necessarily used for these situations but it is important in the future to be competitive even with larger municipalities; Alderman West felt that the larger cities have budgets much larger than Grain Valley’s budget and felt there was no comparison between the cities
- Alderman Bamman asked if the value of a take home vehicle was included in comparisons;

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 Workshop

11/13/2018
PAGE 3 OF 4

this was not evaluated as developing the pay plan was for base wages only; additional benefits were surveyed, and these were included in the more detailed reports

- Alderman Bamman asked if benefits were compared with other communities in terms of cost; comprehensive survey for benefits was completed and benefits were comparable
- Alderman Headley asked how detailed of a process the implementation would be and asked if there are options to discuss when an issue is found like an unexpected salary compression; an approach which divides the pay plan up into percentiles is available; this is a more detailed approach in addressing the compression issue and would impact implementation costs
- Alderman Bamman asked how other cities usually address the changes presented; this depends on what the budget will allow for and what the recommendation is; higher numbers are more likely to be phased in
- Alderman West asked if the new minimum wage is being phased in over a 5 year period of time; currently a increase to the minimum wage is only being proposed in 2019
- Alderman West shared concerns that the compensation consists of salaries and benefits; benefits represent a significant part of budget and are a major component of compensation for employees; concerned that updates seem to heavily focus on salary aspects only; total dollar value of benefits were not collected for each employee-that information is available but overall benefit package is not significantly higher than what is contributed at other organizations and therefore doesn't warrant a midpoint adjustment; Alderman West voiced concerns that the whole picture was not being shown
- Alderman Bamman asked if other cities use this as a tool to attract and retain talent
- Assistant City Administrator Murphy noted that when you look at other cities they do have bigger budgets but they also have more personnel costs due to an increased staff size; local cities are competing for the same talent; study is not matching what other municipalities are doing exactly but is looking at things specific to the position in Grain Valley
- Alderman Totton felt a job in Grain Valley is a lot different than jobs in other places; Alderman Stratton disagreed; Alderman Bamman asked for clarification regarding risks Alderman Totton was referring to; Alderman Totton felt that risks were less in Grain Valley than in larger cities; Assistant City Administrator Murphy reminded the Board of Aldermen that anyone eligible for union representation will be reviewed as a separate discussion and these positions are not included in the numbers presented
- Mayor Todd reminded all that the budget workshop will be held Thursday night; Members of the Board should come to the meeting prepared to discuss the direction the Board of Aldermen would like to go; Mr. Murphy provided that more clarification or detail can be provided at the workshop if needed

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BOARD OF ALDERMEN MEETING MINUTES
 Workshop

11/13/2018
PAGE 4 OF 4

- Alderman Headley asked for the incremental cost to the benefits package for a whole picture perspective; health insurance is a fixed cost so this will not change; Alderman Headley would like to see the incremental cost
- Alderman Headley noted that a lot of time has been spent in the past talking about these issues and many times a COLA couldn't even be afforded; Board of Aldermen has made active decisions to improve the benefits as best as they could; something has to be done and every year the Board of Aldermen waits the cost will be higher but numbers need to be considered over the next few days before a decision is made

ITEM XIX: EXECUTIVE SESSION

- None

ITEM XX: ADJOURNMENT

- The meeting adjourned at 8:47 P.M.

Minutes submitted by:

 Theresa Osenbaugh
City Clerk

 Date

Minutes approved by:

 Mike Todd
Mayor

 Date

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