

RESOLUTION NO. 2022-52

RESOLUTION ADOPTING A PAY SCALE FOR PERMANENT FULL TIME EMPLOYEES

WHEREAS, a salary survey committee consisting of four staff members and two council members conducted a market wage; and

WHEREAS, the salary survey committee is recommending the following wage scale; and

WHEREAS, each year cost of living is added to the pay scale; and

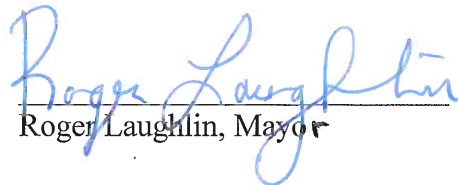
WHEREAS, it is the intention of the city to conduct a market wage study every three years to evaluate each individual job market, and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Branch, Iowa, is adopting a wage scale and is hereby approved.


FY 23 Pay Scale							Hiring Range				
4% COLA Increase Over FY-22 - Added to Midpoint											
Position	A Low		B 10 year		C High		D		E		
	Midpt ÷	1.15	Current	Midpoint	Midpt x	1.15	Low		5%>Midpt		
	Hourly	Annual	Midpoint	Midpoint	Hourly	Annual			High		
1 Police Chief	\$33.17	\$68,987	\$38.14	\$79,335	\$43.86	\$91,236	\$33.17	\$68,987	\$40.05	\$83,302	
2 PW Director	\$31.78	\$66,101	\$36.55	\$76,016	\$42.03	\$87,418	\$31.78	\$66,101	\$38.37	\$79,816	
3 Police Sargent (Vacant)	\$29.64	\$61,651	\$34.09	\$70,899	\$39.20	\$81,534	\$29.64	\$61,651	\$35.79	\$74,444	
4 Finance Officer	\$27.10	\$56,360	\$31.16	\$64,814	\$35.83	\$74,536	\$27.10	\$56,360	\$32.72	\$68,054	
5 * Senior Police Officer	\$27.04	\$56,243	\$31.10	\$64,680	\$35.76	\$74,382	\$27.04	\$56,243	\$32.65	\$67,914	
6 Lead Water/WW Employee	\$26.49	\$55,096	\$30.46	\$67,716	\$35.03	\$72,864	\$26.49	\$55,096	\$31.98	\$66,528	
7 Entry Police Officer	\$25.22	\$52,458	\$29.00	\$60,326	\$33.35	\$69,375	\$25.22	\$52,458	\$30.45	\$63,343	
8 City Clerk	\$23.55	\$48,982	\$27.08	\$56,330	\$31.14	\$64,779	\$23.55	\$48,982	\$28.44	\$59,146	
9 IT Library Director	\$22.34	\$46,462	\$25.69	\$53,431	\$29.54	\$61,446	\$22.34	\$46,462	\$26.97	\$56,103	
10 Parks & Rec Director	\$22.25	\$46,289	\$25.59	\$53,232	\$29.43	\$61,217	\$22.25	\$46,289	\$26.87	\$55,894	
11 Senior Publicworks Employee	\$22.00	\$45,760	\$25.30	\$56,242	\$29.10	\$60,518	\$22.00	\$45,760	\$26.57	\$55,255	
Library Director	\$20.98	\$43,633	\$24.12	\$50,178	\$27.74	\$57,705	\$20.98	\$43,633	\$25.33	\$52,687	
12 Publicworks Employee	\$20.67	\$42,989	\$23.77	\$52,836	\$27.33	\$56,853	\$20.67	\$42,989	\$24.96	\$51,909	
Utility Clerk	\$19.72	\$41,026	\$22.68	\$47,179	\$26.08	\$54,256	\$19.72	\$41,026	\$23.82	\$49,538	
13 Asistant Library Director	\$18.92	\$39,353	\$21.76	\$45,256	\$25.02	\$52,044	\$18.92	\$39,353	\$22.85	\$47,518	
14 Librarian	\$17.89	\$37,207	\$20.57	\$42,788	\$23.66	\$49,206	\$17.89	\$37,207	\$21.60	\$44,928	

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Passed and approved this 16th day of May, 2022.


 Roger Laughlin, Mayor

ATTEST:


 Leslie Brick, City Clerk



REQUEST FOR COUNCIL CONSIDERATION

MEETING DATE: May 16, 2022

AGENDA ITEM: Approving pay scale /Move to action.
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PREPARED BY: City Administrator, Adam Kofoed

DATE: May 9, 2022

ATTACHMENT 1: RESOLUTION

Every year, council will pass a wage scale with COLA added. Every three years, the city will conduct a market study to see if wage scale needs adjusted for certain positions.

ATTACHMENT 2: EXECUTIVE SUMMARY

Full salary survey results are available upon request Overall, West Branch employees have fallen behind their peers in pay in the absence of a merit pay policy.

ATTACHMENT 3: PAYSCALE

The city surveyed seventeen other communities with mostly of similar size, location, and similar standards of living. The committee is recommending the following pay scale:

ABOVE & BELOW PAYSCALE

Positions in orange/yellow we found that position with their current experience is below the market. The darker the color, the more severe the difference is. In FY 23 we will start implementing certification pay with a timeline requirement. Outside of water, PW, clerks, and P and R Director should be at or close to market.

- We will be budgeting roughly \$10-14k a year from FY 24-26
- FY 23 incentive only bumps: PW employees, PR Director, Clerks (will be paid through building permits fees due to increased work load and PW already budgeted)
- FY 24 market bumps: PW Director, Assistant Library Director, All Police
- FY 25 market bumps: Water, Asst. Library Dir., Senior Police, (Clerks, if still needed.
- FY 26 market bumps: Any other that is behind after bumps

Positions in blue are close to hitting the cap in pay:

- Those get a cost of living wage increase.
- The committee discussed bonuses for high performers that are at the top of the scale, but did not want to go as far as a steady increase. But committee still wanted an incentive for those at the top.
 - Dollar amount and percentage was not discussed as it needs fleshed out.