



The Mebane City Council met for its regular monthly meeting at 6:00 p.m., Monday, February 7, 2022 in the Council Chambers of the Glendel Stephenson Municipal Building located at 106 East Washington Street.

Councilmembers Present:

Mayor Ed Hooks
Mayor Pro-Tem Tim Bradley
Councilmember Patty Philipps
Councilmember Sean Ewing
Councilmember Montrena Hadley
Councilmember Jonathan White

Also Present:

Chris Rollins, City Manager
Preston Mitchell, Assistant City Manager
Lawson Brown, City Attorney
Stephanie Shaw, City Clerk
Cy Stober, Development Director
Beatrice Hunter, HR Director
Franz Holt, City Engineer
Daphna Schwartz, Finance Director
Kyle Smith, Utilities Director
Chuck Smith, Public Works Director

Mayor Hooks called the meeting to order. Then called for a moment of silence.

Mayor Hooks recognized the Mebane Police Department, commending the department and officers that received awards at the department's 2021 Employee Awards Ceremony. Awards presented as follows:

- Employee of the 1st Quarter- Investigator Joshua Hall
- Employee of the 2nd Quarter- Corporal Larry Underwood
- Employee of the 3rd Quarter- Investigator Tyler Berry
- Employee of the 4th Quarter- Corporal Eric Franklin
- Employee of the Year 2021- Corporal Larry Underwood

During the Public Comment Period, Matt Engwall, 117 Holly Ridge Lane, Mebane, expressed his support for opening public meetings with a moment of silence, stating that a moment of silence would respect all citizens' rights to practice without the risk of a potential lawsuit.

Mayor Hooks gave an overview of the Consent Agenda:

- a. Approval of Minutes- January 3, 2022 Regular Meeting
- b. Final Plat- The Townes at Oakwood Square, Phase 2
- c. Quarterly Report Ending December 31, 2021

Ms. Philipps made a motion, seconded by Mr. Ewing, to approve the Consent Agenda as presented. The motion carried unanimously.

Mr. Brown presented a request for adoption of a policy regarding invocations at meetings of the City Council. Mr. Brown explained that the recommended policy is presented as a policy that complies with the decisions of the United States Supreme Court and those of the federal Fourth Circuit of Appeals. Strong consideration was given to the School of Government discourse on the subject previously provided to Council. Additionally, the recommended policy is based in large measure on the Supreme Court's decision in the Town of Greece case and the Rowan County cases heard by the Fourth Circuit. He stated that basically the policy allows for a rotation of various religions to come in and make a non-proselytizing prayer or statement solemnizing the Council's proceedings.

Mayor Hooks stated that he received a letter from the Congressional Prayer Caucus Foundation in Chesapeake, Virginia encouraging the Council to continue opening meetings with prayer like the Town of Greece in which various local clergy would sign up to for voluntary prayer and that many municipalities follow the same tradition as do State legislators that do not have chaplains.

Mr. White thanked Mr. Brown for the work done on the policy. He stated that he likes the fact that it follows closely what the Town of Greece has done which has already passed Supreme Court muster. He said he is excited about the opportunity to have local churches involvement in

meetings through prayer. Mr. White questioned the timeframe in which the policy could be implemented. Mr. Brown replied that he thinks the invitation letters could be sent now.

Mr. Ewing asked, as clarification, can churches submit letter requesting to be included. Mr. Brown said sure. He added that one of the objectives of the policy is inclusiveness and Council could invite religions outside of Mebane if they so choose.

Tom Boney, Editor of Alamance News, questioned paragraph "d" in the policy, stating that the language seems out of place from his previous discussions with Council in terms of inviting people from outside the City. He said he is curious how that decision was arrived at and whether that provision is consistent with other cities. Mr. Brown stated that provision came from the Town of Greece policy which he relied on heavily. That provision makes the policy more inclusive and being more inclusive makes it a stronger pass on constitutional muster as separation from church and state.

Ms. Philipps commended Mr. Brown for his work on the policy. She said while the policy does comply with the current standing in the law, she still personally believes the most inclusive practice would be to hold a moment of silence.

Mr. Bradley made a motion, seconded by Ms. Hadley, to approve the policy as presented. The motion carried with a vote of 4-1. Ayes- Bradley, Hadley, White and Ewing. Nays- Philipps.

Mayor Hooks welcomed ETJ Board of Adjustment members, Ms. Akins and Mr. Ferraro, to the meeting as they took their seats at the front table. Mr. Stober explained that the applicant for the *Quasi-judicial- Board of Adjustment- Variance* request for a Side Yard Accessory Structure to be located at 4746 Mrs. White Lane has requested to withdrawal the variance request per the testimony and the discussion at the prior public hearing as an alternate resolution to the matter has been determined. Mayor Hooks called for a motion to accept the applicant's withdrawal of the request. Ms. Philipps made a motion, seconded by Mr. White, to accept the withdrawal. The motion carried unanimously.

Mayor Hooks announced that the public hearings for *Item 5b- Quasi-judicial- Conditional Rezoning & Special Use Request - 204 North Fifth Street*, were requested per the applicant to be continued until the March 7, 2022 Council meeting. Mr. Bradley made a motion, seconded by Mr. Ewing, to continue both public hearings until the March 7, 2022 Council meeting. The motion carried unanimously.

Chief Louis presented a request for approval of the 2022 Mebane Fire Department Executive Board. Mr. Bradley requested that he be recused from this vote as he serves as Volunteer 1st Assistant Chief. Mr. Philipps made a motion, seconded by Ms. Hadley to recuse Mr. Bradley. The motion carried unanimously. Mr. Ewing made a motion, seconded by Ms. Hadley, to approve the 2022 Mebane Fire Department Executive Board as presented. The motion carried unanimously. Ms. Philipps made a motion, seconded by Ms. Hadley, to bring Mr. Bradley back to the meeting. The motion carried unanimously.

Ms. Hunter presented a request for approval of study recommendations and implementation costs and proposed Position Classification & Pay Plan. She explained that the Council approved a compensation study for the City of Mebane to ensure that salaries and salary ranges are competitive with the regional labor market in order to meet the City's current and future business needs to attract and retain well-qualified, high-performing employees. She then introduced Susan Manning, HR Consultant.

Ms. Manning presented the study findings, salary recommendations, and proposed pay plan update resulting from the compensation study analysis via PowerPoint, attached.

Mr. Rollins made a recommendation for a 3% Cost-of-Living (COLA) increase for all employees effective March 2022. He explained that inflation is at a 40-year high and is eroding the value of employee salaries. The Consumer Price Index as of December 31, 2021 is 7%, and growth in salaries for the same period is 4%. Mr. Rollins commended the City employees for doing a great job over the last two years during the pandemic. He also commended the Council for taking good care of the employees over the years by ensuring employees receive a COLA each year. The financial impact of COLA: 2.5%- \$88,883 3%- \$106,659. Mr. Rollins said he spoke with Finance Director Daphna Schwartz and she is very comfortable with the proposed increases. Due to the sales tax revenue being higher than expected and the city-wide spending being controlled both the pay plan increases and the COLA increases can be implemented without changes to the budget.

Mayor Hooks spoke favorably about the proposed pay plan update and COLA increase and commended Mr. Rollins, Ms. Manning and Ms. Hunter on a job well done.

Ms. Philipps also thanked Ms. Manning and Ms. Hunter for a doing a great job on this complicated process. She said her recommendation would be for a 3% COLA increase.

Mr. Rollins added that the first ever Pay and Classification Study to be put in place was in 2013. He reiterated Ms. Manning's point from the presentation, stating that compensations studies should be done every 2-3 years.

Mr. Boney questioned what the overall turnover rate is for the City of Mebane. Ms. Hunter said she would need to look up that information to confirm, but off hand, turnover recently decreased from 12% to 8%. Mr. Boney questioned, related to that, is there a difference between the 18 classifications that were competitive, with the 23 that were not, in terms of the turnover. Ms. Manning said she has not completed an analysis on turnovers but the lowest level labor trade jobs have experienced the most turnovers and she would guess the same for the police department.

After some brief comments from Council, Ms. Philipps made a motion, seconded by Ms. Hadley, to approve to approve study recommendations and implementation costs and proposed Position Classification & Pay Plan, along with a 3% COLA for March implementation. The motion carried unanimously.

Mayor Hooks called for a 5-minute break at 7:00pm. Mayor Hooks called the meeting back to order at 7:06pm.

Mr. Stober presented a request for appointments to the Bicycle and Pedestrian Advisory Commission (BPAC). He explained, Per Article 25 of the City of Mebane Code of Ordinances, the Council has the authority to appoint up to seven (7) community members to its (BPAC). The BPAC should include one member of each of the City's two extraterritorial jurisdictions (ETJs) in its neighboring counties whenever possible; representation from a resident of each County is ensured with a dedicated position. There are currently two (2) City openings on the BPAC, including one that is reserved for an Orange County representative, preferably in the ETJ. He stated that Andrew Bixler was the sole applicant from Orange County and five qualified individuals applied for the remaining at large City position: Matthew Cummings, Conni Fisher, Richard Helms, Tyson Smith, and Nathan Wood.

Mr. White thanked all the applicants for applying. He stated he was particularly struck by Nathan Wood as he has a background in athletics and having lived in Michigan and Los Angeles; he has had exposure to a wide variety of city environments and he could provide valuable insight in that regard. Mr. White made a motion, seconded by Mr. Bradley, to appoint Nathan Wood to the at large City position. The motion carried unanimously. Mr. Bradley made a motion, seconded by Ms. Philipps, to appoint Andrew Bixler to the Orange County position. The motion carried unanimously.

Mr. Brown presented a request for approval of an agreement for the purchase of property with SST PROPERTIES, LLC and approval of the associated budget amendment. Mr. Brown explained that as a part of the long-range utility plan adopted by the City, the need for a water tank on the west side of the City was identified. Pre-engineering studies identified the need for the tank and have determined that the acreage in question will be suitable for a one-million-gallon water tank. SST PROPERTIES, LLC (a Samet Corporation entity) has agreed to sell the land to the City at what it believes is a discounted price, which is the tax value. The agreement for purchase and sale has several contingencies to the City's obligation to purchase, the most notable being soil borings, other engineering studies, title examination, and Council future approval of the site for a dedicated utility lot. Once the agreement is signed, the due diligence period is 90 days.

Mr. Rollins stated that Staff is also working on grants to fund the construction and implementation of the tank and related infrastructure.

After some discussion among Council and staff, Mr. Bradley made a motion, seconded by Ms. Philipps, to approve the City entering into the agreement for the purchase of the property with SST PROPERTIES, LLC and for approval of the associated budget amendment. The motion carried unanimously.

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year beginning July 1 2021 as duly adopted on June 7, 2021, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
Utility Fund - Utilities	\$ 6,394,690	\$ 199,177	\$ 6,593,867
Capital Reserve Fund - Transfer to Utility Fund	\$ 500,000	\$ 199,177	\$ 699,177

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
Utility Fund - All Other Revenues	\$ 5,990,603	\$ 199,177	\$ 6,189,780
Capital Reserve Fund - Appropriated Fund Balance	\$ -	\$ 199,177	\$ 199,177

This the 7th day of February, 2022.

Mr. Holt presented a request for approval of a contract award for the driveway connection to the newly constructed Corregidor Street extension serving Public Works/Utilities Departments facilities and the WRRF along with the needed budget amendment. Mr. Holt explained as a part of the Hwy. 119 By-pass project, NCDOT is completing the extension of Corregidor Street. The NCDOT project picks up from the end of existing Corregidor St. at the soccer fields with a roadway extension over Moadams Creek and ending near the new Tate Avenue and Roosevelt Street extension intersection. He stated that four (4) bids for the proposed driveway connection to the newly constructed Corregidor Street extension were received Thursday, January 27th, 2022 at 3 p.m. and were opened and read aloud in the City Council Chambers. The low responsive bidder was determined to be Waugh Asphalt, Inc. of Franklinville, NC in the amount of \$98,350. It is recommended that a \$5,000 contingency be added to the project for possible unforeseen items. Mr. Holt stated that this project was not included in the budget therefore a budget amendment is needed.

Ms. Schwartz gave a brief breakdown of the budget amendment, stating that 1/3 of the project would be funded by the general fund and 2/3 by the water and sewer fund.

Ms. Philipps made a motion, seconded by Ms. Hadley, to approve the proposed budget amendment in the amount of \$103,350.00 to fund the proposed driveway connection project and award a contract to Waugh Asphalt, Inc. in the amount of \$98,350.00 for the construction of the proposed driveway improvements. The motion carried unanimously.

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year beginning July 1 2021 as duly adopted on June 7, 2021, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
General Fund - Public Works	\$ 3,379,094	\$ 34,450	\$ 3,413,544
Utility Fund - Utilities	\$ 6,394,690	\$ 34,450	\$ 6,429,140
Utility Fund - Waste Water Treatment Plant	\$ 2,190,648	\$ 34,450	\$ 2,225,098

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
General Fund - Appropriated Fund Balance	\$ 3,337,265	\$ 34,450	\$ 3,371,715
Utility Fund - Appropriated Fund Balance	\$ 1,956,468	\$ 68,900	\$ 2,025,368

This the 7th day of February, 2022.

Mr. Holt presented a request for approval of the Lake Michael Dam Spillway Capital Project Ordinance and the related Budget Amendment. He explained that in August 2020, the City contracted with Schnabel to perform an existing conditions assessment including a review of available information, a visual inspection of the dam and spillway, and hydrologic and hydraulic analyses to confirm spillway capacity relative to the design. While it was found that the spillway had hydraulic capacity to meet NCDEQ Dam Safety requirements and that the dam is in overall fair condition considering its age the spillway condition was found to be poor and in need of replacement. In January, the City advertised for RFQs and the City received three (3) responses and as all were qualified. Schnabel Engineering South, P.A. was the most qualified to complete the engineering services sought for the proposed spillway replacement project. A timeframe through design is 40 weeks.

Ms. Schwartz explained that the project will be financed with General Fund revenue and later debt proceeds. When debt proceeds are obtained the City will have the option to reimburse the General Fund.

Mr. Bradley made a motion, seconded by Ms. Philipps, to approve the Lake Michael Dam Spillway Capital Project Ordinance and the related Budget Amendment. The motion carried unanimously.

Mr. Bradley made a motion, seconded by Ms. Hadley, to approve the Schnabel Engineering South, P. A. engineering services agreement in the amount of \$908,240.00 for the Lake Michael Dam Spillway Replacement project. The motion carried unanimously.

**Capital Project Ordinance for the City of Mebane
Lake Michael Dam Spillway Replacement Project**

BE IT ORDAINED by the Governing Board of the City of Mebane, North Carolina that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1: The project authorized is the design and construction of the Lake Michael Dam Spillway Replacement to be financed by the City of Mebane General Fund revenue and debt proceeds.

Section 2: The officers of this City are hereby directed to proceed with the capital project within the terms of the budget contained herein.

Section 3: The following amounts are hereby appropriated for the project:

	Project Budget
Design, Engineering & Construction Services	\$908,240

Section 4: The following revenues are anticipated to be available to complete the project:

	Project Budget
Transfer from General Fund	\$908,240

Section 5: The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the General Statutes of North Carolina.

Section 6: Funds may be advanced from the General Fund for the purpose of making payments as due.

Section 7: The Finance Officer is hereby directed to report, on a quarterly basis, on the financial status of each project element in Section 3.

Section 8: The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

Section 9: Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board and to the Budget Officer and Finance Officer for direction in carrying out this project.

This is the 7th day of February 2022.

BE IT ORDAINED by the Council of the City of Mebane that the Budget Ordinance for the Fiscal Year beginning July 1 2021 as duly adopted on June 7, 2021, is hereby amended as follows:

ARTICLE I

APPROPRIATIONS	Current Budget	Change	Revised Budget
General Fund - Non-Departmental	\$ 2,547,895	\$ 908,240	\$ 3,456,135

ARTICLE II

REVENUES	Current Budget	Change	Revised Budget
General Fund - Appropriated Fund Balance	\$ 3,337,265	\$ 908,240	\$ 4,245,505

This the 7th day of February, 2022.

Mr. Holt represented a request for approval of the FY 22 Street Repair and Resurfacing Contract Award. He explained that the street repair and resurfacing list was developed using a priority list from the 2020 Pavement Condition Survey completed by LaBella Associates, LLC and the contract includes 13 streets, 7 patching and 8 patching/resurfacing. Three (3) Bids were received. The low responsive bid was submitted by Turner Asphalt, LLC of Raleigh, NC in the amount of \$269,390.00. The available budgeted funds for this work is \$264,315.29. The low bid included \$15,000 in contingency that staff recommends be reduced to \$9,000.00 making the contract \$263,390.00 just under the available funding.

Ms. Philipps made a motion, seconded by Ms. Hadley, to Move to award the FY 22 Street Repair and Resurfacing contract to the low responsive bidder Turner Asphalt, LLC in the amount of \$263,390.00. The motion carried unanimously.

Ms. Philipps read aloud the following statement:

For the past 19 years it has been my honor to serve the citizens of Mebane by participating as a member of the City Council. City government is a team effort: collaboration, creativity and compromise being central to success. What a blessing it has been to serve alongside dedicated folks who all have the best interests of the City of Mebane at heart.

In 2003, the year I started my service on the Mebane City Council, Mebane was, as it is now, a wonderful place to live and raise a family. My kids, 8 and 10 at the time, attended South Mebane Elementary, were regulars at the Mebane Public Library, and participated in Mebane Rec. basketball, baseball and softball. They didn't start soccer at a young age because Mebane Youth Soccer was just getting off the ground, and the fields had not yet been built at the Mebane Arts and Community Center. The soccer fields on Corregidor, the new library, and the community park had not been built. The police station, library and city hall were all housed in this building. The "new" fire station was the one on North First street, and fire station 3 did not yet exist. The White Furniture factory and Dixie Yarn plant were out of business, deserted, and not in great shape. The jobs created by the expansions of our industrial parks – including TriVantage, B & D, Jabil, GKN, Cambro, Prescient, Lidl, and Lotus Bakeries and many others, were not yet included in the opportunities for employment available to Mebane residents.

There has been great change in Mebane over the past two decades, but one thing that hasn't changed is the consistently great quality of life.

The time has come for me to move on to the next phase of my families' life. Circumstances have changed for us, and it has become clear to my husband and me that our next steps should be taken elsewhere. I have loved being a part of the great City of Mebane, and will be eternally grateful to the people of this city for the opportunity to serve. It has, indeed, been a labor of love, and I will always hold wonderful memories of this fabulous place.

I am resigning my seat on the Mebane City Council. If it is the pleasure of the Mayor and Council, I would like to make March 7, 2022 my last meeting. My hope is that the seat will be filled quickly, so that the next council member can fully participate in the budget process this spring.

Again, it has been a wonderful experience serving the citizens of this city, and I am extremely grateful to have been allowed the opportunity. Thank you to all of you, and may God bless the City of Mebane.

There being no further business, the meeting adjourned at 7:36pm.

Attest: _____
Stephanie W. Shaw, City Clerk

Ed Hooks, Mayor



City of Mebane Compensation Study

February 7, 2022

Presented by Susan Manning, HR Consultant

Purpose

- ▶ To complete a compensation study for the City of Mebane to ensure that salaries and salary ranges are competitive with the regional labor market in order to meet the City's current and future business needs to attract and retain well-qualified, high-performing employees.

Need for the Study

- ▶ Last study completed in 2013-2014
- ▶ City is impacted by growing economy in Triangle and Triad
- ▶ 3.9% unemployment creating recruitment & retention issues
- ▶ Salaries are increasing by 4% per year
- ▶ Cost of Living at 6-7% is eroding wage gains
- ▶ Recruitment and retention challenges particularly in Public Works, Public Utilities and Police
- ▶ Difficult to attract qualified candidates

Goals for the Study

- ▶ Assess the competitiveness of the City's salary ranges and salaries using a custom salary survey;
- ▶ Ensure that Mebane's salary ranges and salaries are competitive with the market;
- ▶ Ensure that job descriptions and classifications accurately reflect organizational changes and job responsibilities;
- ▶ Identify job classifications that may be experiencing turnover and recruitment challenges;
- ▶ Identify strategies to enhance recruitment & retention of staff.

Project Milestone Dates

- ▶ Initial meeting with City Manager & Staff – August 27
- ▶ Project Kick-off meeting with Directors – September 17
- ▶ Distribute Salary Survey – September 30
- ▶ Survey Responses Due – October 15
- ▶ Conduct Analysis & Develop Findings – November 15
- ▶ Share Recommendations with City Leadership-November
- ▶ Develop cost and implementation options – December & January
- ▶ Present Recommendations to City Council – February
- ▶ Possible Implementation Date - March

Compensation Review – Regional Salary Survey

- ▶ Select 43 job classifications to include in survey
- ▶ Identify 17 benchmark organizations in region to survey
- ▶ Request the following data:
 - ▶ Actual salaries/average actual salaries being paid
 - ▶ Salary Ranges – Minimum-Midpoint-Maximum
 - ▶ # of employees in each job classification

Benchmark Communities

- ▶ Alamance County
- ▶ Burlington
- ▶ Elon
- ▶ Graham
- ▶ Greensboro
- ▶ High Point
- ▶ Archdale
- ▶ Thomasville

- Orange County
- Carrboro
- Chapel Hill
- Hillsborough
- Apex
- Holly Springs
- Knightdale
- Morrisville

OWASA

Salary Survey Results

- ▶ Surveyed 43 of 76 City job classifications
- ▶ 16 of 17 communities responded (94%)
- ▶ 2 job classifications received insufficient data
- ▶ Calculated Market Rates & Median Salaries for 41 classes
- ▶ 18 classifications were competitive with the market and 23 were below market
- ▶ 2 additional classes were below market

Salary Range Methodology

- ▶ Calculating a Market Rate:
 - ▶ Average of actual salaries being paid in the market for each job classification;
 - ▶ Adjusted market rate excludes outliers
 - ▶ Calculate a Market Range = +/- 5% of Market Rate
 - ▶ Compare Midpoint/Job Rate of current range to Market Rate
 - ▶ Midpoint/Job Rate should fall within Market Range
- ▶ Calculating Median Salary – 50th percentile
- ▶ Determine if salary range is at, above or below market

Job Classifications Below Market

- ▶ 8 Management Classes
- ▶ 4 Administrative & Professional Classes
- ▶ 7 Labor, Trades & Technical Classes
- ▶ 4 Public Safety Classes

Job Classifications At Market

- ▶ 3 Management Classes
- ▶ 5 Administrative & Professional Classes
- ▶ 4 Labor, Trades & Technical Classes
- ▶ 6 Public Safety Classes

Compensation Analysis & Recommendations

- ▶ Adjust below market salary ranges by 5-15% to be competitive with regional market
- ▶ Maintain 17 at-market salary ranges
- ▶ Reduce 2 above market salary ranges to align to market
- ▶ Review and adjust additional salary ranges not included in the survey using related classes as benchmarks
- ▶ Develop proposed Position Classification & Pay Plan

Employee Salary Analysis Methodology

- ▶ Reviewed all employee salaries and their qualifications to ensure they are being paid competitively and equitably;
- ▶ Employee salaries below the minimum of the new range are recommended to increase to the minimum or \$15 per hour, whichever is greater;
- ▶ Employee salaries that are above the minimum but below the Median and/or Market Rate are recommended for a 5-15% adjustment to bring them closer to the market;
- ▶ Employee salaries that are above the Median or Market rate are not recommended for increases.

Employee Salary Findings & Recommendations

- ▶ The majority of professional and management employees are being paid competitively with the market;
- ▶ Most administrative employees are being paid appropriately;
- ▶ The majority of labor, trades and technical employees are being paid below market and need salary adjustments to avoid turnover;
- ▶ Most Police Officers are being paid below market and need salary adjustments to enhance recruitment and retention.

Employee Salary Analysis – Findings & Recommendations

- ▶ Most recommended salary increases are 5% except for some positions in Public Works and Police Officers, whose ranges are recommended to increase by more than 5%.
- ▶ Adjusting the Police Officer salary range by 10% to remain competitive in the region required comparable salary increases for Police Officers and 5% increases for Corporal, Investigators and Sergeants to maintain internal equity commensurate with their qualifications and avoid pay compression.
- ▶ Employee qualification review identified some internal equity and pay compression issues that were addressed in the study.

Study Cost & Implementation

- ▶ 89 of 146 employees are recommended for salary increases
- ▶ Majority of increases are for employees in Public Safety, Public Works and Public Utilities

- ▶ Annual Salary Increase Cost: \$263,487
- ▶ Cost for March Implementation: \$ 87,829

Next Steps

- ▶ Approve study recommendations and implementation costs
- ▶ Approve proposed Position Classification & Pay Plan
- ▶ Continue to develop strategies to reduce turnover and enhance employee retention
- ▶ Update the salary study in 2-3 years to keep pace with market

Cost of Living Adjustments (COLA)

- ▶ Inflation is at a 40 year high
- ▶ Consumer Price Index – December 31, 2021 – 7%
- ▶ Growth in salaries for the same period – 4%
- ▶ Inflation is eroding the value of employee salaries
- ▶ Recommend two options for COLA effective March
 - ▶ 2.5% - \$88,883
 - ▶ 3% - \$106,659

Questions?

