

Committee Members
Arlene Mitchell
Katharine Peters
David Radziej

Council Liaison
Brenda Holden



**Arden Hills
Financial Planning and
Analysis Committee
Agenda
July 23, 2018
5:30 pm**

1245 W. Highway 96
Arden Hills, MN 55112
651.792.7800
www.ci.arden-hills.mn.us

City Vision

A strong community that values its unique environmental setting, strong residential neighborhoods, vital business community, well-maintained infrastructure, fiscal soundness, and our long-standing tradition as a desirable City in which to live, work, and play.

CALL TO ORDER

1. APPROVAL OF THE AGENDA

2. MINUTES

A. July 17, 2018

3. NEW BUSINESS

4. UNFINISHED BUSINESS

A. Continue Discussion on Arden Hills Pay Study

5. COMMITTEE COMMENTS

6. ADJOURNMENT

A quorum of the City Council may be present at this meeting.



FINANCIAL PLANNING & ANALYSIS COMMITTEE

Tuesday, July 17, 2018

6:00 P.M.

Upstairs Conference Room, Arden Hills City Hall

CALL MEETING TO ORDER AND ROLL CALL

The meeting was called to order by David Radziej at 6:00 pm.

MEMBERS PRESENT: David Radziej; Arlene Mitchell; Katy Peters; Brenda Holden, Council Liaison

MEMBERS NOT PRESENT:

OTHERS PRESENT: Gayle Bauman, Finance Director; Dave Perrault, City Administrator

Call to Order

1. APPROVAL OF THE AGENDA

Motioned: Arlene Mitchell

Seconded: Katy Peters

2. APPROVAL OF THE MINUTES

Motioned: Arlene Mitchell

Seconded: Katy Peters

3. NEW BUSINESS

A. Arden Hills Pay Study

Mr. George Gmach was in attendance to present the findings related to the pay and benefits study prepared by George Gmach Compensation Consulting, LLC. Mr. Gmach discussed the peer group selection process and noted that responses were not received from either New Brighton or Circle Pines.

He discussed the different types of pay plans (merit and step) and went over observations about the Arden Hills pay plan. He noted Arden Hills is competitive in the market overall. There are a few positions that may be on the strong or weak side of the study but his main recommendation was possible changes to the step structure such as slightly reducing the spread of the ranges and the number of steps to maximum. Any changes to the public works pay plan should be accompanied by harmonization with the city step structure.

Paid Time Off – the City made changes to this 2 years ago and it is right in the middle of the surveyed cities.

Life & Disability – the City is a little low on what they offer for life insurance.

Health & Dental – Most cities have group plans – not age or condition based plans. One of the surveyed cities is on the Ramsey County plan. All cities pay 100% of single premium. Larger cities normally set one dollar limit for all employees (even those that take single) which the employee can use to purchase City benefits. Single employees can usually get all benefits covered but family usually has to pay a portion of health and all dental. Mr. Gmach recommends that a portion of this set dollar limit be allocated to the employees HSA account. Need to be careful of any differences in benefits offered to different bargaining groups. These differences may need to be reported as additional income on the Pay Equity report.



The committee set a follow up meeting for Monday, July 23, 2018, at 5:30 pm.

4. COMMITTEE COMMENTS
5. ADJOURNMENT
Motioned: Katy Peters at 8:02 p.m.
Seconded: Arlene Mitchell

David Radziej, Chair

Gayle Bauman, Finance Director



MEMORANDUM

DATE: July 23, 2018
TO: Financial Planning and Analysis Committee
FROM: Gayle Bauman, Finance Director
SUBJECT: Continue Discussion on Arden Hills Pay Study

Committee Should Consider

Discuss findings presented by Mr. George Gmach on 7/17/18 related to pay and benefits for the City of Arden Hills.

Background

At the April 23, 2018 Council Meeting, approval was given for George Gmach Compensation Consulting, LLC to perform a market study for the City of Arden Hills. Mr. Gmach presented his findings to the FPAC Committee on July 17, 2018.

Discussion

The committee would like to continue discussions on the findings.