



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.

City of Arden Hills

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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

A handwritten signature in black ink, appearing to read "David Radziej", is written over a horizontal line. The signature is fluid and cursive.

David Radziej, Chair

A handwritten signature in blue ink, appearing to read "Gayle Bauman", is written over a horizontal line. The signature is fluid and cursive.

Gayle Bauman, Finance Director