



**City of Newport
City Council Workshop Meeting Minutes
November 19, 2015**

1. ROLL CALL -

Council Present – Tom Ingemann, Bill Sumner, Tracy Rahm, Dan Lund

Council Absent – Tim Geraghty,

Staff Present – Deb Hill, City Administrator; Matt Yokiell, Asst. Superintendent of Public Works; Renee Eisenbeisz, Executive Analyst; Fritz Knaak, City Attorney;

Staff Absent - Bruce Hanson, Superintendent of Public Works; Steve Wiley, Fire Chief;

2. DISCUSSION REGARDING THE CLASSIFICATION AND COMPENSATION STUDY

Julie Urell, Springsted, presented on this item as outlined in the attached documents. Below are the summaries and questions for each attachment.

Attachment A - This attachment describes the components of the SAFE Job Evaluation System.

Councilman Rahm - You're saying the SAFE System is proprietary right? So, when it comes down to it, you don't come down how they're weighted correct?

Ms. Urell - Yes, not in these materials.

Councilman Rahm - I like the wording of it. I'm just trying to figure out how do we know what's really going on here? How do we evaluate that? How it's being done?

Ms. Urell - If it's helpful at all, the SAFE System has been evaluated in Federal Court and has been found to be a compliant method of evaluating jobs. It has been tested.

Councilman Rahm - I would market that fact somewhere.

Attachment B - This attachment shows the cities that Springsted sent the survey to. The cities in black responded to Springsted's survey, the cities in blue did not respond but had information on the League's survey to use, and the cities in green did not respond and did not have any information on the League's survey.

Councilman Sumner - So the cities that responded weren't on the League's website?

Ms. Urell - They were but the survey goes into more detail than the League survey.

Councilman Sumner - By how much?

Ms. Urell - I'd say twice as much. We send out narratives for job descriptions, request information on benefits like insurance, time off accruals, etc. All in the context of it being customized to the positions in Newport.

Councilman Sumner - Why did you include the ones that didn't respond?

Ms. Urell - We wanted to show all of the cities that we sent the survey to.

Attachment C - This attachment shows the link between the SAFE System scoring to the survey results. This is a linear regression trend line and compares the midpoint to each position on the survey (shown as dots) to the SAFE System scoring. Three of the 14 positions did not return valid market data for this chart, those are: Seasonal Park Maintenance, Library and Community Center Coordinator, and the Community Service Officer.

Attachment D - This attachment is the recommended pay scale for 20 different grades for full-time positions. It's a nine step structure, which is similar to what the survey cities had. The part-time pay scale has a starting midpoint of 75% of the full-time scale. The variables used on the pay scale reflect what's used in the market and considered best practice.

Attachment E - This attachment is the title and grade summary and shows a proposed grade for each position. It shows the minimum, midpoint, and maximum for each grade and comparison data for the current salaries and market. The minimum, midpoint, and maximum numbers came from the proposed pay scale, survey results, and current salaries.

Councilman Rahm - So the whole thing is comparing the proposed and current rates to market rates correct?

Ms. Urell - Yes and the internal job evaluation comes into play too.

Councilman Rahm - It looks like the proposed salaries are more than what the market is showing correct?

Ms. Urell - Yes.

Councilman Lund - There must be an error in the current vs. proposed for the Accountant and Assistant to the City Administrator because it should be linear between the minimum, midpoint, and maximum. You're saying our proposed minimum is 14% higher than the proposed and the proposed midpoint is 13% higher which doesn't make any sense because we only have one employee. The minimum should be the smaller percentage.

Ms. Urell - What might help is once we move on to Attachment F, we can look more in depth for those two positions.

Attachment F - This attachment shows a summary of the salary survey and compares it to the current salaries.

Ms. Urell - You can see for the Accountant in Attachment F, the average min, mid, and max for the market was higher than the current rates for that position, significantly higher.

Councilman Lund - We have a range?

Ms. Urell - Yes, for those positions. Not all positions have a range.

Councilman Rahm - You're telling me that we're paying below market for the Accountant and Assistant but we're paying more for other ones like the maintenance/mechanic operator?

Councilman Lund - The actual numbers in that third section are the current numbers? It might be a little less confusing if we had a dollar number for current and proposed instead of a percentage. It's important to be competitive among our peers.

Councilman Rahm - Is there anywhere on this table that shows the current salaries per position?

Ms. Urell - Not on F.

Admin. Hill - The actual is on Attachment E.

Councilman Lund - If we follow this recommendation, the key part is on Attachment E. For the three big ones on the bottom, we only have an exact salary and that's within the range of the proposal for all three employees.

Ms. Urell - We did find overall that your current pay levels are consistent with current pay rates in the market. The majority of the positions are within the proposed range of their proposed pay scale.

Councilman Lund - Do other cities get off Fridays like we do? There's some intangibles about having three day weekends.

Councilman Ingemann - They're working 40 hours.

Councilman Lund - I do consider that a benefit.

Councilman Rahm - If there's one complaint I've heard is that we're not open on Friday.

Councilman Ingemann - Before they changed, everyone was complaining because they closed at 4:00 p.m.

Councilman Lund - It does appear that our current office employees are making less than the survey but the proposed is higher than the survey. We can bump people up but can't bump people down. There's no savings in here even if we're overpaying.

Attachment G - This attachment shows the implementation options and the impact. Option 1 is for part-time positions (Library and Community Coordinator and Community Service Officer). This option moves the two employees to the minimum step of their assigned grade, that would be a \$4,375 increase. Option 2 is for all full-time positions. There are 14 positions whose current salary falls within the proposed range. Option 2 would move them to the next step in their pay scale. Option 3 is for all full-time positions and looks at the same 14 positions and moves them to the appropriate step based on years of service.

Councilman Lund - So looking at the Accountant and Assistant To, we're told that they are below the proposal but when we get to the impacts we don't talk about those, just part-time?

Ms. Urell - Those two are included in Option 2 and Option 3.

Councilman Lund - But they cost more than the \$3,600.

Councilman Rahm - Attachment G shows that we have no employees below min, 14 employees within range, and 3 above max. If we have all of these people within range and above max, why are we giving them increases?

Councilman Lund - We don't need to increase them just to get them on a step. Getting back to Attachment E, we're paying our Accountant and Assistant To, are they within this amount?

Executive Analyst Eisenbeisz - I'm at the max and I believe Deb is at \$53,000.

Councilman Lund - So you both would be at the minimum?

Executive Analyst Eisenbeisz - Yes.

Admin. Hill - What would you like to do going forward?

Councilman Lund - I'm not concerned about the part-timers. We haven't had any problem filling those.

Councilman Sumner - Do I understand that the Accountant and Assistant are in an appropriate range?

Councilman Lund - Yes, they would move from the top of the current range to the bottom of the proposed range.

Admin. Hill - Or we could move them to the next step closest to their current salary.

Councilman Lund - I don't immediately prescribe to the theory that just because the step has an exact number that we have to be pigeon-holed to it. If someone is within the range of the proposal but don't fit on a specific step, we shouldn't increase them to the closest step.

Councilman Rahm - What we've done in the past is give the unions and non-union the same raise percentage.

Admin. Hill - We don't have steps for everyone so it's difficult to plan to replace when we don't know where we are. For instance, with the Police Chief, we don't have a range.

Councilman Ingemann - It depends on their education and experience.

Executive Analyst Eisenbeisz - Typically you have a range though and would start them on Step X of 10. I think the steps that were created for when Deb and I started were pulled out of thin air.

Councilman Lund - Do we have steps in addition to the across the board raises?

Admin. Hill - Not for everyone.

Executive Analyst Eisenbeisz - Deb is at the top starting in 2016 and I've been at the top for two years now.

Councilman Sumner - Would the annual raise be replaced by these steps or in addition to?

Ms. Urell - In addition to. The whole idea is to get people placed on a step so you have uniformity and a structure to your pay plan. Any decisions that are made are based on this so it removes any potential claims.

Councilman Lund - Do the union contracts have steps in addition to the cost of living?

Admin. Hill - No and the minimum keeps increasing.

Executive Analyst Eisenbeisz - The union contracts have it so that a new person starts at 85% or 90% of the hourly rate and increase 5% each year.

Councilman Sumner - These ranges are appropriate within the other cities right?

Ms. Urell - Yes, it's all based on market and the job evaluation. The grade placement that we have the positions in is reflective of the job evaluation and pay equity.

Councilman Sumner - Do I understand that this does not consider benefits?

Ms. Urell - This is just salaries but our survey did ask for benefits so we can give you a summary of that.

Councilman Lund - That's an important point because I know we're paying more than the County.

Councilman Ingemann - So you have more information?

Ms. Urell - This is essentially all of the information to consider to decide if you're going to move forward with the proposal. I can draft a summary that'll provide more narrative information and the benefit information.

Councilman Sumner - We have to have that, I'm surprised you came without it.

Admin. Hill - Looking at the increase for next year's budget, we don't have a CSO so that cuts Option 1 in half and if we did just the non-union adjustments, it would be about \$5,700.

Councilman Lund - I would like the proposal to match the survey.

Ann Antonsen, Springsted - One thing when you're looking at those comparisons, you will have some fluctuations between your position and the survey position so you'll have some positions that will fall above or below the market because their positions aren't an exact match and that's where the job evaluation piece comes in so you have positions lined up in regards to their requirements, qualifications and responsibilities. For instance, an Accountant or Assistant To, can vary greatly across different organizations based on your services and needs.

Admin. Hill - For instance, there used to be five people in the front office and now we have three. There is a lot of cross-training between Deb and Renee.

Councilman Lund - But the survey is for cities of our size.

Ms. Antonsen - Yes but every city is organized differently.

Councilman Rahm - We have a small staff and have a higher risk if someone leaves. I don't think we can afford to pay everyone high but should take accountability and make sure they're compensated fairly.

Councilman Lund - It would be interesting to see how many office staff these other cities have.

Admin. Hill - What information do you want?

Councilman Sumner - Staff counts.

Councilman Ingemann - And benefits.

Councilman Rahm - I'm more interested in how Cottage Grove and St. Paul Park pays. This came out in the press that it was a pay equity study because we had equity problems.

Admin. Hill - This pay study came out during contract negotiations with the Police because they said they were underpaid and we've never had a study. The pay equity report had tendencies from the previous reports showing that we might be in trouble if we added one more position.

Councilman Lund - They didn't take into years of service though.

Admin. Hill - Yes you do. The main reason we started it was due to contract negotiations.

Councilman Lund - That wasn't Springsted's formula though.

Executive Analyst Eisenbeisz - That was the State's formula.

Councilman Lund - No, we've always complied with the State. That's where my issue was from. I'll look it up.

Councilman Sumner - Let's look at the Police.

Councilman Rahm - It looks like we pay higher on the lower end but lower at the higher range. It would benefit us to implement a step system for every position.

Councilman Lund - The step system makes sense but for non-union, I would prefer to give administration more control over the steps.

Ms. Antonsen - You can have a step system with a performance component that would give administration more flexibility. You can have a policy that if they don't meet performance standards, they won't move to the next step and if they do meet performance standards, they would move one or two steps, etc.

Councilman Rahm - There's no perfect system but we can improve things.

Councilman Ingemann - I think we need more information, benefits, number of staff...

Councilman Sumner - I thought we were going to look at City Council salaries.

Admin. Hill - You took yourself out of the running. When would you like this brought back?

Ms. Urell - I can get it in at least two weeks.

Councilman Ingemann - Email it to us as soon as you get it.

Admin. Hill - Yes. I've already built something into the budget.

3. DISCUSSION REGARDING THE 2016 BUDGET

Admin. Hill presented on this item as outlined in the November 19, 2015 City Council workshop packet. The proposed increase from 2015 is 0.15% or \$3,760. This includes money for a temporary employee while Executive Analyst Eisenbeisz is on leave and money if the Council approves any increases for salaries. City Council directed staff to bring it back with a 0% increase for the December 3, 2015 Truth in Taxation hearing at 6:00 p.m.

Councilman Rahm - We are getting some new buildings in Newport.

Admin. Hill - Yes, I just spoke with the developer that purchased the Swanlund property. He'll start building next year. I also spoke with the broker for Raceway to Fun and they have a deal for a 144,000 square foot office/warehouse building and 80,000 square foot building. We're also going to come forward in regards to Catherine Drive and whether you want water and sewer up there. I had Stacie run the numbers. The proposal for non-sewered was 30 lots at \$600,000 each or 75 lots at \$400,000 for water and sewer. The tax difference is \$78,000 per year for having water and sewer.

Councilman Lund - 75 lots isn't enough.

Admin. Hill - Jon Herdegen was challenging them.

Councilman Lund - When that retirement community was there, they were doing land swaps.

Admin. Hill - That was a national developer.

Councilman Lund - If they want our \$2 million, we can hold out for that. We can demand the best possible rate of return. Just because they have a deal doesn't mean we have to fork over \$2 million. We don't have to let them build 30 homes either. Have we talked about a moratorium?

Admin. Hill - You can do that if you'd like to bring that up. We are talking with Woodbury about them bringing

in the water. It's a difference of half a million.

Councilman Lund - We don't have to take a deal just because it's a good deal for them. We can hold off for a bigger project and we do that through a moratorium on building permits. These guys seem excited to build 30 homes if they can't get water and sewer. This is a more unique opportunity than they are used to.

Councilman Rahm - I don't want to chase people away but I do want to get the most for it.

Admin. Hill - I was talking with Stacie and we would assess this to the properties. She didn't recommend a general obligation bond. Maybe our negotiation is to reduce the cost of the 20 acres to make it nicer. There are ways to entice them.

Councilman Lund - If our money can be protected by liens, it's not going to be a huge drain on City resources to have nice homes up on the hill. We can kick in some of that property tax money but we need to make sure we get it back and can do that through a lien.

Admin. Hill - We're going to have Stacie come in and meet with them next.

Councilman Lund - Does anyone else want to be aggressive enough to do a moratorium?

Mayor Pro Tem Ingemann - We need more information.

Councilman Lund - We can get it on the agenda and not approve it or pull it back.

Admin. Hill - Do you want to discuss it and then declare a public hearing?

Executive Analyst Eisenbeisz - If you do that, it'll be January 7th, otherwise if we post now, we can do it December 17th.

Councilman Lund - Let's do the 17th.

Executive Analyst Eisenbeisz - Ok. I was just going to mention that we'll start working on the temp position and get it posted in the beginning of December to have someone in place by mid-February. We're going to post it as an intern.

4. ADJOURNMENT

Signed: _____
Tim Geraghty, Mayor

Respectfully Submitted,

Renee Eisenbeisz
Executive Analyst

Components of the SAFE® Job Evaluation System

The Systematic Analysis and Factor Evaluation (SAFE®) System ensures a consistent and equitable method of evaluating jobs. The basis for the system is an arrangement of job groupings predicated on Characteristics of Work. A series of job factors are then applied to the work characteristics in order to determine a numerical value for each position. The system ensures that each element of job responsibility and each work characteristic is given proper consideration. The total of the points assigned represents the rank of the position in relation to all other positions within the organization.

Characteristics of Work

Characteristics of work can be defined as the general character of the scope of the work performed by a position or class of positions that distinguishes it from other positions. There are 16 work characteristics that are grouped by skill level that, when used in conjunction with job factors, determine the value of a position as it relates to other positions within the organization. There are 6 skill levels. Following are the sixteen work characteristics (grouped by characteristic not skill level):

Manual	Human Support	Administrative Support
Semiskilled	Skilled Human Support	Skilled Administrative Support
Skilled Trades	Advanced Human Support	Administrative
Technical	Protective Services	Professional
Skilled Technical	Advanced Protective Services	Executive
Advanced Technical		

Job Factors

There are 9 job factors which detail components of work that are present in most job classes. These factors are:

Training and Ability:	includes education and specialized training, licenses, certifications, and registrations which are required of the position.
Experience:	the time usually required for a person with the required training and ability to develop the necessary skills and abilities to perform the job.
Level of Work:	is the position entry level of the type of work performed, intermediate level, advanced/supervisory level, or a mastery/managerial level.
Human Relations:	the responsibility of working with or through other people, and the extent, frequency, and purpose of the contacts.
Physical Demands:	the job requirements which induce physical fatigue through exertion or strain.
Working Conditions and Hazards:	the extent of disagreeable or hazardous environmental or physical conditions or mental effort and/or stress and the frequency and duration of the undesirable conditions.
Independence of Actions:	how much freedom or independence is allowed or required of the position.
Impact of End Results:	the extent to which the job directly influences and affects actions impacting the end results, i.e. how much do the decisions or actions of the employee impact the organization and what are the consequences.
Supervision:	the responsibility for oversight or supervision over other employees.

The following factors are **not** considered in evaluating positions:

- Job performance
- Length of service
- Education or Degree unless it is a requirement of the job
- Current job
- Current rate of pay
- Market rates

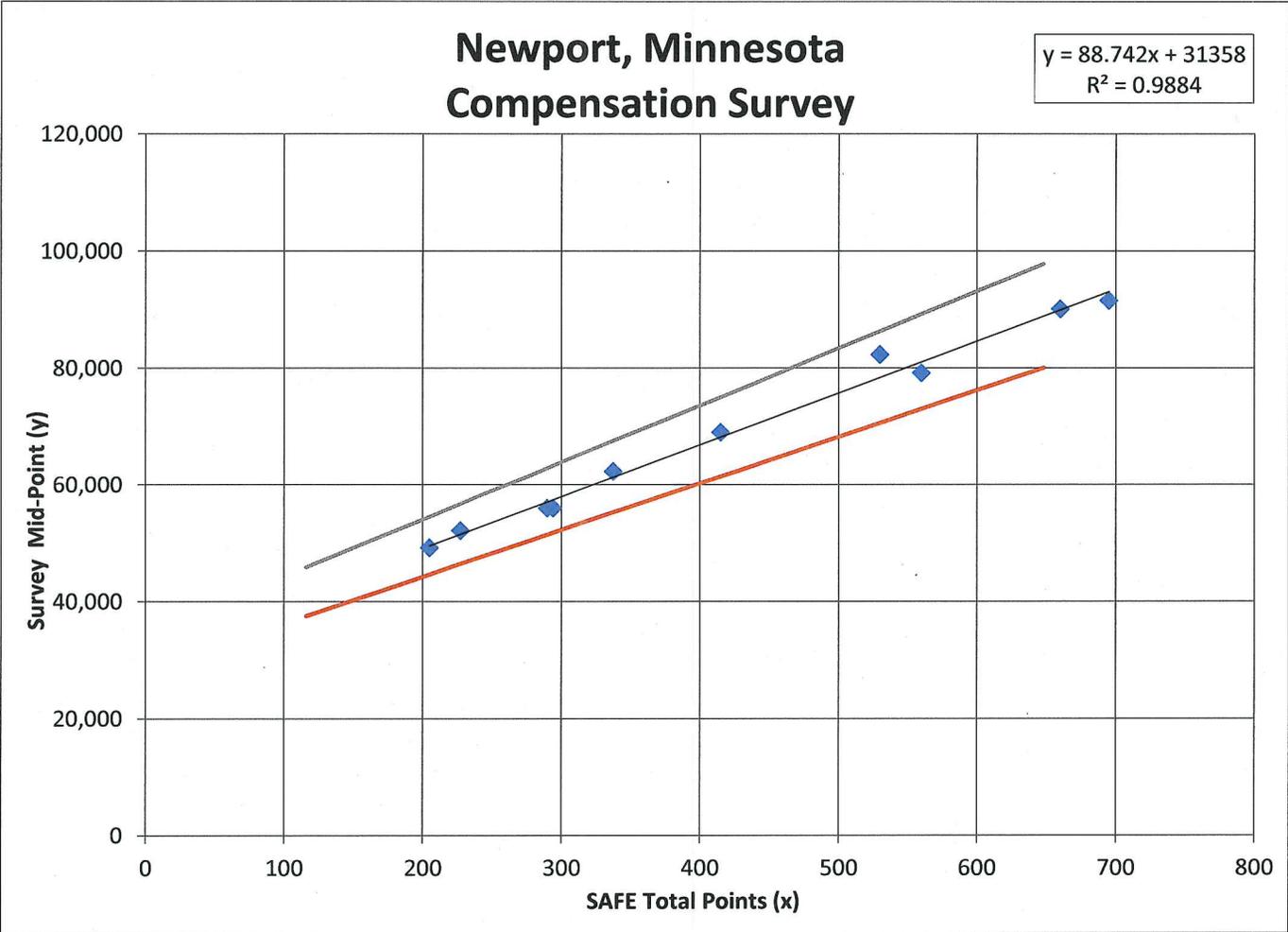
Survey Recipients

<u>City</u>	<u>Population</u>
Afton, MN	2,927
Bayport, MN	3,597
Carver, MN	3,024
Centerville, MN	3,881
Circle Pines, MN	5,014
Columbus, MN	3,971
Elko New Market, MN	4,478
Falcon Heights, MN	5,762
Independence, MN	3,645
Lexington, MN	2,017
Norwood Young America, MN	3,637
Nowthen, MN	4,433
Oak Park Heights, MN	4,788
Osseo, MN	2,476
Rockford, MN	4,349
Scandia, MN	3,934
Watertown, MN	4,226
St. Paul Park, MN	5,314
Cottage Grove, MN	35,399
South St. Paul, MN	20,180
Inver Grove Heights, MN	34,000
<i>Average (ex. Outliers)</i>	3,971
Newport, MN	3,461

Direct survey response

LMC data

No response/no LMC data available



**City of Newport, MN
Proposed Pay Scale**

Full Time

% Between Grades:	6%	Range: 24.24%
% Between Steps:	2.75%	
Starting midpoint:	35,000	

Grade	Step								
	1	2	3	4	5	6	7	8	9
1	31,400.80	32,264.32	33,151.59	34,063.26	35,000.00	35,962.50	36,951.47	37,967.63	39,011.74
2	33,284.85	34,200.18	35,140.69	36,107.06	37,100.00	38,120.25	39,168.56	40,245.69	41,352.45
3	35,281.94	36,252.19	37,249.13	38,273.48	39,326.00	40,407.47	41,518.67	42,660.43	43,833.60
4	37,398.86	38,427.32	39,484.08	40,569.89	41,685.56	42,831.91	44,009.79	45,220.06	46,463.61
5	39,642.79	40,732.96	41,853.12	43,004.08	44,186.69	45,401.83	46,650.38	47,933.26	49,251.43
6	42,021.35	43,176.94	44,364.31	45,584.33	46,837.90	48,125.94	49,449.40	50,809.26	52,206.51
7	44,542.64	45,767.56	47,026.17	48,319.39	49,648.17	51,013.49	52,416.36	53,857.81	55,338.90
8	47,215.19	48,513.61	49,847.74	51,218.55	52,627.06	54,074.30	55,561.35	57,089.28	58,659.24
9	50,048.11	51,424.43	52,838.60	54,291.66	55,784.68	57,318.76	58,895.03	60,514.64	62,178.79
10	53,050.99	54,509.89	56,008.92	57,549.16	59,131.76	60,757.89	62,428.73	64,145.52	65,909.52
11	56,234.05	57,780.49	59,369.45	61,002.11	62,679.67	64,403.36	66,174.45	67,994.25	69,864.09
12	59,608.09	61,247.32	62,931.62	64,662.24	66,440.45	68,267.56	70,144.92	72,073.91	74,055.94
13	63,184.58	64,922.16	66,707.52	68,541.97	70,426.88	72,363.62	74,353.62	76,398.34	78,499.29
14	66,975.66	68,817.49	70,709.97	72,654.49	74,652.49	76,705.43	78,814.83	80,982.24	83,209.25
15	70,994.19	72,946.53	74,952.56	77,013.76	79,131.64	81,307.76	83,543.72	85,841.17	88,201.81
16	75,253.85	77,323.33	79,449.72	81,634.59	83,879.54	86,186.22	88,556.35	90,991.64	93,493.91
17	79,769.08	81,962.73	84,216.70	86,532.66	88,912.31	91,357.40	93,869.73	96,451.14	99,103.55
18	84,555.22	86,880.49	89,269.70	91,724.62	94,247.05	96,838.84	99,501.91	102,238.21	105,049.76
19	89,628.53	92,093.32	94,625.89	97,228.10	99,901.87	102,649.17	105,472.02	108,372.50	111,352.75
20	95,006.25	97,618.92	100,303.44	103,061.78	105,895.98	108,808.12	111,800.35	114,874.85	118,033.91

**City of Newport, MN
Proposed Pay Scale**

Part Time

% Between Grades:	6%	
% Between Steps:	2.75%	Range: 24.24%
Starting midpoint:	26,250	

	Step								
Grade	1	2	3	4	5	6	7	8	9
1	23,550.60	24,198.24	24,863.69	25,547.45	26,250.00	26,971.88	27,713.60	28,475.73	29,258.81
2	24,963.64	25,650.14	26,355.52	27,080.29	27,825.00	28,590.19	29,376.42	30,184.27	31,014.34
3	26,461.45	27,189.14	27,936.85	28,705.11	29,494.50	30,305.60	31,139.00	31,995.33	32,875.20
4	28,049.14	28,820.49	29,613.06	30,427.42	31,264.17	32,123.93	33,007.34	33,915.04	34,847.71
5	29,732.09	30,549.72	31,389.84	32,253.06	33,140.02	34,051.37	34,987.78	35,949.95	36,938.57
6	31,516.02	32,382.71	33,273.23	34,188.24	35,128.42	36,094.45	37,087.05	38,106.94	39,154.89

City of Newport, MN
Title and Grade

Full Time

Department	Division	Title	Proposed				Salary Survey vs Proposed						Current vs Proposed					
			Grade	1	5	9	Min	% Diff	Mid	% Diff	Max	% Diff	Min	% Diff	Mid	% Diff	Max	% Diff
Public Works	N/A	Maintenance Operator	7	44,542.64	49,648.17	55,338.90	43,510.60	2.37%	49,185.06	2.33%	54,645.26	1.27%	50,750.00	-13.94%	53,569.50	-10.87%	56,389.00	-1.90%
Public Works	N/A	Maintenance Mechanic/Operator	8	47,215.19	52,627.06	58,659.24	46,878.92	0.72%	52,103.06	2.39%	57,220.35	2.51%	50,750.00	-7.49%	53,569.50	-4.59%	56,389.00	4.03%
Administration	N/A	Accountant	10	53,050.99	59,131.76	65,909.52	50,236.64	5.60%	55,975.37	7.09%	61,945.55	6.40%	46,367.00	14.42%	50,822.00	13.24%	55,277.00	19.23%
Administration	N/A	Assistant to the City Administrator	10	53,050.99	59,131.76	65,909.52	48,125.25	10.24%	55,964.75	7.11%	63,804.25	3.30%	46,367.00	14.42%	50,822.00	13.24%	55,277.00	19.23%
Police	N/A	Police Officer	11	56,234.05	62,679.67	69,864.09	53,934.04	4.26%	62,274.62	2.03%	70,615.20	-1.08%	58,061.00	-3.25%	63,184.00	-3.58%	68,307.00	2.28%
Public Works	N/A	Assistant Superintendent - Public Works	13	63,184.58	70,426.88	78,499.29	60,589.00	4.28%	68,994.33	3.48%	77,399.67	1.42%	61,618.00	2.54%	67,023.50	2.27%	72,429.00	8.38%
Police	N/A	Police Sergeant	15	70,994.19	79,131.64	88,201.81	79,674.71	-12.23%	82,298.61	-0.65%	84,800.81	4.01%						
Public Works	N/A	Superintendent - Public Works	16	75,253.85	83,879.54	93,493.91	69,861.21	7.72%	79,169.16	7.41%	88,477.11	5.67%	88,094.00	-17.06%			88,094.00	6.13%
Police	N/A	Police Chief	17	79,769.08	88,912.31	99,103.55	79,414.00	0.45%	90,056.98	0.09%	100,987.20	-1.90%	88,094.00	-10.44%			88,094.00	12.50%
Administration	N/A	City Administrator	18	84,555.22	94,247.05	105,049.76	79,844.10	5.90%	91,517.80	4.40%	103,191.50	1.80%	88,990.00	-5.24%			88,990.00	18.05%

Part Time

Department	Title	Proposed			
		Grade	1	5	9
Police	Community Service Officer	3	13,230.73	14,747.25	16,437.60
Library	Library and Community Center Coordinator	4	14,024.57	15,632.09	17,423.85

**City of Newport, Minnesota
Salary Survey Summary**

Attachment F

Position Surveyed	Number of Respondents	Average FTES	Average YOS	Average Midpoint	Minimum Salary			Midpoint Salary		Maximum Salary			Newport, MN Information								
					Lowest	Highest	Average	Lowest	Highest	Lowest	Highest	Average	Min	Diff	%	Mid	Diff	%	Max	Diff	%
Accountant	9	1.11	13.50	55,975.37	41,600.00	59,925.00	50,236.64	48,173.00	64,937.50	54,746.00	69,950.00	61,945.55	46,367.00	(3,869.64)	-8.35%	50,822.00	(5,153.37)	-10.14%	55,277.00	(6,668.55)	-12.06%
Assistant Superintendent - Public Works	6	1.00	12.33	68,994.33	54,180.00	72,785.00	60,589.00	62,370.00	81,883.00	69,700.00	90,981.00	77,399.67	61,618.00			67,023.50			72,429.00		
Assistant to the City Administrator	4	1.00	12.00	55,964.75	41,226.00	59,519.00	48,125.25	46,384.00	71,943.00	51,542.00	84,367.00	63,804.25	46,367.00	(1,758.25)	-3.79%	50,822.00	(5,142.75)	-10.12%	55,277.00	(8,527.25)	-15.43%
City Administrator	11	1.00	8.29	91,517.80	65,664.00	91,332.00	79,844.10	79,536.50	102,117.50	87,542.00	116,043.00	103,191.50	88,990.00	9,145.90	10.28%				88,990.00	(14,201.50)	-15.96%
DNU - Community Service Officer													22,400.00						22,400.00		
DNU - Library and Community Center Coordinator													24,960.00						24,960.00		
Maintenance Mechanical/Operator	7	1.71	33.00	52,103.06	45,136.00	55,473.00	46,878.92	50,378.00	58,291.50	54,852.00	61,110.00	57,220.35	50,750.00	3,871.08	7.63%	53,569.50	1,466.44	2.74%	56,389.00	(831.35)	-1.47%
Maintenance Operator	12	3.33	8.80	49,185.06	32,410.00	47,964.00	43,510.60	46,384.00	52,426.00	51,396.00	58,011.00	54,645.26	50,750.00	7,239.40	14.26%	53,569.50	4,384.44	8.18%	56,389.00	1,743.74	3.09%
Police Chief	5	1.00	13.00	90,056.98	64,292.00	89,970.00	79,414.00	74,006.00	104,176.00	83,720.00	118,382.00	100,987.20	88,094.00	8,680.00	9.85%				88,094.00	(12,893.20)	-14.64%
Police Investigator	4	2.50	13.50	65,259.93	52,531.00	60,611.00	57,332.75	62,750.50	67,069.50	69,456.00	73,964.00	73,002.84	71,880.00	14,547.25	20.24%				71,880.00	(1,122.84)	-1.56%
Police Officer	7	9.57	15.67	62,274.62	47,216.00	58,822.00	53,934.04	54,943.00	65,280.50	62,670.00	72,993.00	70,615.20	58,061.00	4,126.96	7.11%	63,184.00	909.38	1.44%	68,307.00	(2,308.20)	-3.38%
Police Sergeant	4	3.50	16.00	82,298.61	65,873.00	84,651.00	79,674.71	73,111.50	87,875.00	78,666.00	91,099.00	84,800.81									
DNU - Seasonal Park Maintenance Worker													20,800.00						20,800.00		
Superintendent - Public Works	6	1.17	9.17	79,169.16	59,519.00	79,000.00	69,861.21	71,943.00	88,900.00	80,828.00	98,800.00	88,477.11	88,094.00	18,232.79	20.70%				88,094.00	(383.11)	-0.43%
Averages	6.82	2.45	14.11											6,690.61	8.66%			(707.17)	-1.58%	(5,021.36)	-6.87%
DNU - did not use survey information																					

City of Newport, MN
Impact

Part time

Option 1 - Move to Min

	# of Staff	Current Salary	Proposed Salary	Difference	% Increase
Totals	2	\$ 22,880.00	\$ 27,255.30	\$ 4,375.30	19.12%
Employee Below Min	2	\$ 22,880.00	\$ 27,255.30	\$ 4,375.30	19.12%
Employee Within Range	0	\$ -	\$ -	\$ -	
Employee Above Max	0	\$ -	\$ -	\$ -	

City of Newport, MN
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Full time – All
Option 2 - Next Step

	# of Staff	Current Salary	Proposed Salary	Difference	% Increase
Totals	17	\$ 1,113,840.00	\$ 1,127,293.10	\$ 13,453.10	1.21%
Employee Below Min	0	\$ -	\$ -	\$ -	
Employee Within Range	14	\$ 944,673.60	\$ 958,126.70	\$ 13,453.10	1.42%
Employee Above Max	3	\$ 169,166.40	\$ 169,166.40	\$ -	

Full time - Non Union
Option 2 - Next Step

	# of Staff	Current Salary	Proposed Salary	Difference	% Increase
Totals	6	\$ 438,526.40	\$ 442,179.32	\$ 3,652.92	0.83%
Employee Below Min	0	\$ -	\$ -	\$ -	
Employee Within Range	6	\$ 438,526.40	\$ 442,179.32	\$ 3,652.92	0.83%
Employee Above Max	0	\$ -	\$ -	\$ -	

Full time - Union
Option 2 - Next Step

	# of Staff	Current Salary	Proposed Salary	Difference	% Increase
Totals	11	\$ 675,313.60	\$ 685,113.77	\$ 9,800.17	1.45%
Employee Below Min	0	\$ -	\$ -	\$ -	
Employee Within Range	8	\$ 506,147.20	\$ 515,947.37	\$ 9,800.17	1.94%
Employee Above Max	3	\$ 169,166.40	\$ 169,166.40	\$ -	

City of Newport, MN
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Full time – All
Option 3 - Yrs of Svc

	# of Staff	Current Salary	Proposed Salary	Difference	% Increase
Totals	17	\$ 1,113,840.00	\$ 1,133,770.91	\$ 19,930.91	1.79%
Employee Below Min	0	\$ -	\$ -	\$ -	
Employee Within Range	14	\$ 944,673.60	\$ 964,604.51	\$ 19,930.91	2.11%
Employee Above Max	3	\$ 169,166.40	\$ 169,166.40	\$ -	

Full time – Non Union
Option 3 - Yrs of Svc

	# of Staff	Current Salary	Proposed Salary	Difference	% Increase
Totals	6	\$ 438,526.40	\$ 448,657.14	\$ 10,130.74	2.31%
Employee Below Min	0	\$ -	\$ -	\$ -	
Employee Within Range	6	\$ 438,526.40	\$ 448,657.14	\$ 10,130.74	2.31%
Employee Above Max	0	\$ -	\$ -	\$ -	

Full time – Union
Option 3 - Yrs of Svc

	# of Staff	Current Salary	Proposed Salary	Difference	% Increase
Totals	11	\$ 675,313.60	\$ 685,113.77	\$ 9,800.17	1.45%
Employee Below Min	0	\$ -	\$ -	\$ -	
Employee Within Range	8	\$ 506,147.20	\$ 515,947.37	\$ 9,800.17	1.94%
Employee Above Max	3	\$ 169,166.40	\$ 169,166.40	\$ -	