

Mayor Nanette K. Johnston opened the work session at 6:00 p.m. on September 19, 2017, at City Hall located at 8880 Clark Avenue, Parkville. In attendance were aldermen Greg Plumb, Douglas Wylie, Brian Whitley, Kevin Heaton, Tina Welch, Dave Rittman and Marc Sportsman.

The following staff was also present:
Joe Parente, City Administrator
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Stephen Lachky, Community Development Director
Melissa McChesney, City Clerk
Matthew Chapman, Finance/Human Resources Director
Anna Mitchell, Assistant to the City Administrator
Chris Williams, City Attorney

1. GENERAL AGENDA

A. Present results from the Compensation and Benefits Study

Finance/Human Resources Director Matthew Chapman stated that in June the Board of Aldermen approved an agreement for a comprehensive compensation and benefits study to determine appropriate salary rates for all positions within the City.

Becky Crowder, The Austin Peters Group, provided an overview of and findings from the study; presentation attached as Exhibit A. She said that the first finding was that the City's pay ranges were in the 40th percentile of the market and recommended that the City move the pay ranges into the 60th percentile because turnover started to slow down near the middle of the market. The second finding related to pay compression and said that time in a position would push employees modestly into the range to keep them ahead of new employees. The third finding was that after adoption of the pay schedule the City should continue to adjust the ranges every year per different indexes. Crowder said that the next steps would be to distribute the table with a letter to employees and provide them with an opportunity to ask questions.


Discussion focused on labor pools and if the shortage of applicants drove the findings, how compensation affected getting quality applicants, how other cities addressed cost of living adjustments and merit increases and retention rate data. Crowder noted that the consultants would provide assistance for three years and staff was trained to go through the entire process to place new positions in the 60th percentile. She added that other retention techniques could include time off and flexibility which were important to a lot of employees.

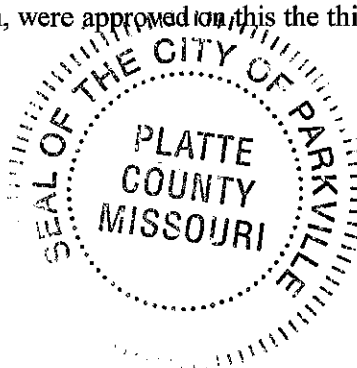
City Administrator Joe Parente said that implementation strategies would be discussed during the work sessions for the 2018 budget and noted that The Austin Peters Group recommended that the City adopt new policies on how the changes would be implemented.

The work session ended at 6:49 p.m.

The work session minutes for September 19, 2017, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the third day of October 2017.

Submitted by:


City Clerk Melissa McChesney





Agenda – September 19, 2017

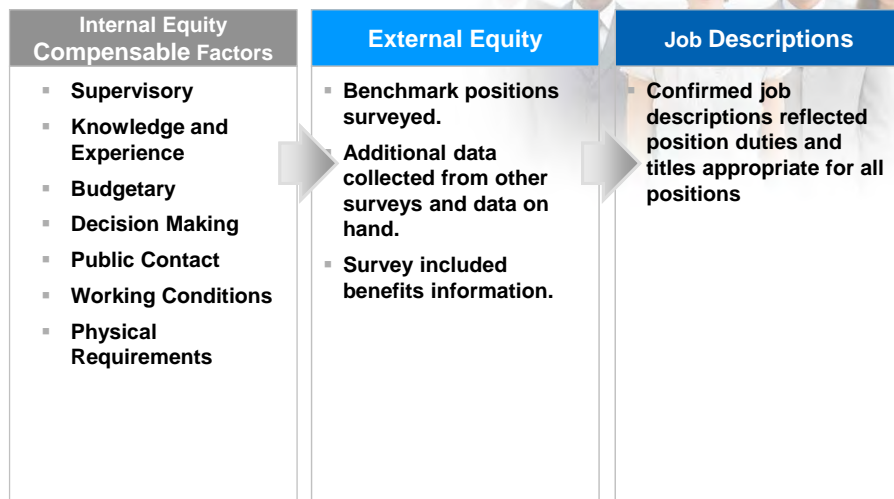
Austin Peters Group, Inc.

- 1** Introduction to Our Firm & Project Background
- 2** Project Scope of Work
- 3** Findings
- 4** Next Steps
- 5** Questions

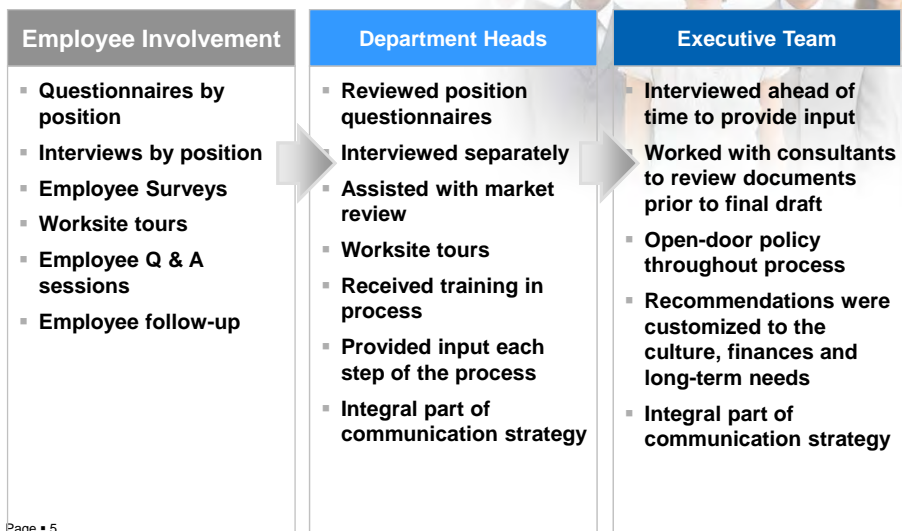
1. Introduction to Our Firm and Project Background

- Based in Overland Park, KS (Kansas City metro area)
- Co-owned by Rebecca Crowder, Masters in Public Administration, SPHR—President; and Elizabeth Tatarko, Masters in Urban Planning—Vice President
- Completed more than 100 projects similar to City of Parkville
- Established in 1998, our staff has more than 100 years of experience working with local government.
- Project was awarded in May and consultants were on-site in June to beginning employee interviews.

2. Project Scope of Work



2. Project Scope (continued)



3. Findings Introduction – Employee Survey

Employee Survey – Most and Least Important

1. Wages-most important
2. Health Insurance-most important
3. Retirement-most important
18. Uniform-least important
17. Tuition reimbursement-least important
16. Cross training-least important

3. Findings Introduction – City of Parkville Compared with Peers

Survey Participants			
Basehor	Harrisonville	Oak Grove	Roeland Park
Bonner Springs	Kearney	School District	Smithville
DeSoto	Lansing	Peculiar	Local Employers
Edwardsville	Liberty	Platte City	
Gladstone	Merriam	Platte County	
Grain Valley	Mission	Pleasant Hill	
Greenwood	North KC	Riverside	

3. Findings – City of Parkville Compared with Peers

Finding 1 – Move Employees to proposed range minimums. Approximate financial impact of \$48,583.15

Current Pay Ranges are at the 40th percentile of market, this would move the City to the 60th percentile of market. Meaning four employers pay more than the City and six employers pay less.

Finding 2 – There is pay compression among employees. It is recommended that a pay compression adjustment be implemented. Approximate financial impact \$40,291.47.

Finding 3 – Annually move the pay ranges according to a policy or index, and adjust the employee pay based on performance.

4. Next Steps

Distribute Table 3 from report to employees. If employees have questions/concerns, they should talk to their Department Head. If they still have questions/concerns, they should contact Austin Peters Group Inc. by September 25, 2017.

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5. Questions/Comments

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The Austin Peters Group, Inc.

Providing the best in people services



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