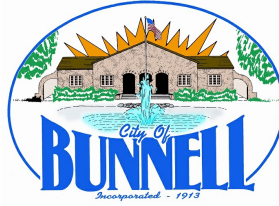


**CATHERINE D. ROBINSON
MAYOR**

**JOHN ROGERS
VICE-MAYOR**

**DR. ALVIN B. JACKSON, JR.
CITY MANAGER**



Crossroads of Flagler County

COMMISSIONERS:

ROBERT BARNES

TINA-MARIE SCHULTZ

TONYA GORDON

BUNNELL CITY COMMISSION WORKSHOP

Salary Discussion

Monday, February 28, 2022

6:30 PM

1769 East Moody Boulevard (GSB),

Chamber Room

Bunnell, FL 32110

A. Call Meeting to Order and Pledge Allegiance to the Flag

B. Roll Call

C. Presentation

C.1. Employee Pay and Compensation Study

D. Call for Adjournment

This agenda is subject to change without notice. Please see posted copy at City Hall, and our website www.BunnellCity.us.

Any person requiring a special accommodation at this meeting because of a disability or physical impairment should contact the City Clerk at (386) 437-7500 at least 48 hours prior to the meeting date.

THE CITY OF BUNNELL IS AN EQUAL OPPORTUNITY SERVICE PROVIDER.

Posted by City Clerk's office on February 21, 2022



City of Bunnell, Florida

Agenda Item No. C.1.

Document Date: 2/21/2022 Amount:
Department: Finance Account #:
Subject: Employee Pay and Compensation Study
Agenda Section: Presentation

Summary/Highlights:

There is an item on the 7:00pm agenda regarding employee pay and a compensation study. This workshop is to give a presentation and encourage questions and Commission discussion in advance of the 7:00 pm meeting.

Background:

Inflation, labor shortages, the increased minimum wage rate and local competition is causing challenges for the city. As was presented in the Commission Advance on January 28, 2022, this situation is not unique to Bunnell and all employers are having to adjust policies, procedures and compensation in order to recruit and retain qualified staff in a highly competitive market. The city is currently experiencing extremely high employee turnover rates (30%+ in the last 12 months) and the inability to fill some vacancies. Of the employees leaving, almost all have left for better paying positions. The average years of service of current city employees is less than 4 years. This causes a strain on the organization resulting in loss of institutional knowledge, increased expenses associated with overtime, hiring costs, training, etc., decreased productivity, loss of momentum, decreased satisfaction and fatigue for the remaining employees, low morale, and most of all a decreased level of service to Citizens. The city's current compensation plan was created and adopted in 2017 and very few adjustments have been made to it since then, causing the plan to be outdated and pay to be below market rates.

There is an item on the 7:00pm agenda recommending approval of a two step plan to address these issues:

- 1) Approve a retention increase effective immediately of \$1 per hour for all city employees. The total cost for the current fiscal year including salary and benefits is \$81,782 (allocated 57% general fund, 17.5% each water and sewer funds and 8% solid waste as it is funded based on departmental positions). The \$1 per hour results in a greater % increase for lower paid employees and a less % increase for higher paid employees. Most of the cost can be absorbed in departmental budgets due to vacancies that have occurred. Additionally, there is a 5% medical insurance increase budgeted but we have secured a 0% change to our contract. Lastly, the state was very conservative with estimating revenues as we are still experiencing unknowns associated with the pandemic and are fortunate to see revenues exceeding budget.
- 2) Authorize completion of a compensation study by Evergreen Solutions, LLC. Completion is anticipated in June 2022. The resulting pay plan and pay adjustments will be included in creation of

the FY 22/23 annual budget and be effective October 1st, 2022.

The workshop is in advance of the Commission meeting so that questions can be answered and the Commission can have discussion before considering the agenda item.

Staff Recommendation:

City Attorney Review:

Finance Department Review/Recommendation:

City Manager Review/Recommendation:

Approved.