

SPECIAL CITY COMMISSION WORKSHOP MEETING

September 8, 2021

5:30 pm

This Commission Meeting was conducted utilizing Communications Media Technology. Some Staff members were present in the Commission Chambers while others were present via the Zoom application to respect the social distancing guidelines.

ELECTED OFFICIALS PRESENT IN CHAMBERS:

Shirley Groover Bryant, Mayor
Tamara Cornwell, Commissioner-at-Large 2
Sheldon Jones, Commissioner-at-Large 1
Harold Smith, Commissioner, Ward 1
Tambra Varnadore, Commissioner, Ward 2

STAFF PRESENT IN CHAMBERS:

Mark Barnebey, City Attorney
Jeff Burton, CRA Director
Xavier Colon, Assistant CRA Director
Terry Dickerson, Human Resources Coordinator
Jim Freeman, City Clerk
Paula Hall, Human Resources Director
Cheryl Miller, Finance Director
Mohammed Rayan, Public Works Director
Scott Tyler, Chief of Police
Vanessa Cochran, Assistant City Clerk

STAFF PRESENT ELECTRONICALLY:

Brian Williams, Vice Mayor, Commissioner, Ward 3
Todd Williams, Information Technology (IT) Consultant
Penny Johnston, Executive Assistant

Mayor Bryant called the meeting to order at 5:30 p.m. City Clerk Jim Freeman introduced consultant Linda Bunting with Cody & Associates, Inc. to discuss the Classification and Compensation Study. The previous salary study was conducted five (5) years ago. Mr. Freeman reiterated that the results of the new study are still within the budget.

1. CLASSIFICATION AND COMPENSATION STUDY

Linda Bunting, Cody & Associates Consultant, presented the results of the Classification and Compensation Study. The report and presentation are a part of the Minutes. Results of the salary study helped to implement the new minimum wage requirements and keep the City competitive within the agreed upon survey market. City employees will receive 3-3.5% increase for cost of living, with consideration of additional adjustments according to the study.

Jim Freeman talked about the associated costs and the effect to total payroll. Additional revenue and reduced expenses allowed the City to fund the salary increase, while staying within the tentative budget without increasing the millage.

Mayor Bryant mentioned that two recommendations came in after the survey but they will be addressed later. Ms. Bunting also mentioned there could be an appeal process if employees wanted to discuss the changes.

Commissioners Cornwell, Smith and Varnadore opined about the increases to the minimum pay grades; the equitable increases throughout the grade levels; the importance of the City remaining competitive in the market; and the criteria for the different pay levels.

Mr. Freeman and Ms. Hall talked about the range of salaries and the integrity of the hiring process. Ms. Hall opined about the current volatility of the employment market.

Commissioners Jones, Williams and Smith continued to opine about promotions; the appeal process; and equity of the raises throughout the entire staff.

Mayor Bryant summarized that the salary study served to raise the lower salaries and to be proactive in the job market. She adjourned the meeting at 7:16 p.m.

MINUTES APPROVED: OCTOBER 18, 2021

JAMES R. FREEMAN

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CITY CLERK