

Watertown City Council

April 27, 2021

Agenda Item: Staffing & Compensation Benchmark Cities**Request for Action: Motion to approve benchmark communities list****Department: Shane Fineran, City Administrator****Background:**

At the April 13th City Council meeting, the City Council approved the consultant agreement with David Drown & Associates (DDA) to complete a staffing and compensation study for the City. To begin that process DDA have compiled a list of benchmark cities for which analyses, and comparisons will be made to better understand our position in the market. The list has been compiled based on population, geographic area, current staffing levels, utility facilities, tax capacity, and tax levy. The communities include those similarly situated in the metropolitan area, exurban communities of the metropolitan area, or those of regional centers in central and southeastern Minnesota.

Staff is seeking discussion and direction or a motion to approve the benchmark communities.

Funding Source:

N/A

Attachments:

Memo from Dr. Tessia Melvin, DDA



DDA

Human Resources, Inc.

a David Drown Associates Company

TO: SHANE FINERAN, CITY ADMINISTRATOR AND WATERTOWN CITY COUNCIL

FROM: DR. TESSIA MELVIN, DDA MANAGEMENT CONSULTANT

SUBJECT: APPROVAL OF BENCHMARK COMMUNITIES

BACKGROUND

David Drown Associates was hired by the Watertown to conduct a staffing study and market analysis. David Drown Associates has been providing a full range of fiscal and economic development services to over 400 government clients throughout Minnesota. In 2013, we expanded our services to provide human resources support – we started with executive recruitment and organizational studies and then added classification and compensation studies.

MARKET ANALYSIS

We are proposing to benchmark the following communities and job positions. Waconia would be a spotlight community due to its large population but proximity to the City. All jobs will be analyzed for a wage analysis.

General Benchmarks	Full Time Employees						Utility Classes		Tax Cap	Levy	
	City	Pop	Gen Gov	Police	Fire	Streets	Park & Rec	WWT Class			Water Class
Belle Plaine	7,408	7	12			6	1	B	C	4,922,067	4,164,112
Cannon Falls	4,119	6	10			6	1	B	D	4,151,246	2,654,357
Carver	4,727	2.9	0	0		4	0		C	4,300,601	2,051,513
Centerville	4,047	2.9				1.25	0.25		D	3,651,702	2,342,144
Chisago City	5,414	2.4	0			1.28	3.07	A	D	5,745,025	2,544,836
Cold Spring	4,201	3	10			3	1	A	D	3,059,366	1,496,312
Deephaven	3,878	3	8			3.5	0			14,083,466	2,157,021
Delano	6,187	5		1		3	4	A	C	6,081,187	3,282,622
Elko New Market	4,769	4	4			1	0		C	3,901,307	1,795,855

Glencoe	5,520	5	9		3	4	A	C	3,207,819	2,383,001
Independence	3,763	2			2	0			7,054,710	2,838,883
Jordan	6,155	5	13		2	0	B	C	4,350,601	3,116,006
Le Sueur	4,091	5	7		6	4	A	C	2,868,851	2,259,697
Lindstrom	4,665	4.5			3	1.5		D	3,842,298	2,097,666
Lonsdale	4,128	3	7		2	2	B	D	3,192,827	1,863,409
Medina	6,646	6.71	11.5		2.58	0.65		C	17,908,653	3,854,256
Norwood Young America	3,833	4			3	1.5	B	C	2,495,008	1,792,310
Princeton	4,755	4.25	14		4	1.55	A	C	3,333,801	2,395,447
Rockford	4,390	4	0		4.25	1.25	B	D	3,000,771	1,590,372
Saint James	4,545	5	8		7	1	A	C	1,407,781	1,259,236
Sauk Centre	4,554	4	8		5	3	A	C	3,492,200	1,668,110
Waconia	13,124	10	0	1	12	3		B	13,299,399	7,026,814
Watertown	4,654	4			2	1	B	C	2,841,365	1,690,417
Wayzata	4,719	8	14		4	5		C	20,503,997	4,459,411
Averages	5,179	4.6	7.5	0.67	3.78	1.65				

Fire Chief Benchmarks	Pop	Gen Gov	Police	Fire	Streets	Park & Rec
Watertown	4,654	4	0	0	2	1
Waconia	13,124	10	0	1	12	3
Delano	6,187	5		1	3	4
Lake Elmo	10,521	6.35	0	1	4.8	2.2
Victoria	9,918	9	0	1	7	3
Mound	9,347	5	0	2	3	3
Saint Anthony	9,067	6	23	7	8	3
Waseca	9,027	8.5	20	3	15	5
Cambridge	8,977	10	16	1	9	2
Mahtomedi	8,040	4.5	0	2	2.75	1.5
Albertville	7,485	4.85	0	1.55	1.73	2.97

COUNCIL ACTION

We are seeking Council approval on the benchmark communities.