



**Request for City Council Committee Action
From the Department of Human Resources**

Date: June 16, 2004

To: Executive Committee
Referral to: Ways & Means/Budget Committee

Prepared by: John Moir, City Coordinator

Approved by *Pamela French* *John Moir*
Pamela French John Moir, City Coordinator
HR Director

Subject: Governor's Salary Cap Waiver Process

Summary of the Request: The purpose of this request is to amend previous actions approved by the Executive Committee and the Ways & Means Committee regarding granting the City Coordinator the authority to request exemptions from the Governor's Salary Cap.

Recommendation: That the actions of February 25 and March 15 be amended and the new request shall read:

- A) Approval to grant the City Coordinator the authority to seek adjustments for certain appointed positions from the State Department of Employee Relations (DOER) whenever there is a 10 percent or more disparity between City of Minneapolis compensation and the average peer city salary for similar positions. Adjustments to appointed compensation should be confined to a 10 percent minimum and not to exceed 20 percent as a maximum.
- B) Approval of the 10 percent minimum and 20 percent maximum as a complete policy on appointed staff salary adjustments.
- C) At least two weeks prior to seeking a waiver from the State DOER, the City Coordinator shall make a presentation (both written and oral) to the Executive Committee. Further, the City Coordinator shall provide copies of the written presentation to each City Council Member and the Mayor at least one week prior to the Executive Committee meeting when the matter

is to be discussed. No waiver shall be sought without the consent of the Executive Committee.

Financial Impact (Check those that apply)

No financial impact or Action is within current budget.

Action requires an appropriation increase to the Capital Budget

Action requires an appropriation increase to the Operating Budget

Action provides increased revenue for appropriation increase

Action requires use of contingency or reserves

Other financial impact (Explain):

Request provided to the Budget Office when provided to the Committee Coordinator

Background/Supporting Information -

- On January 21, 2004, the Executive Committee approved authority for the City Coordinator to seek salary adjustments (with a prior report to the Executive Committee) for certain appointed positions from the State Department of Employee Relations whenever there is a 10 percent or more disparity between City compensation and the average peer city salary for similar positions.
- Action was postponed at Ways & Means on January 26, February 9 and 23; returned to the Executive Committee on February 25 with amendments.
- On February 25, 2004, the Executive Committee approved the amending the previous request to include a minimum compensation of 10 percent and a maximum not to exceed 20 percent. The Executive Committee also approved this range as a complete policy on appointed staff salary adjustments.
- The Ways & Means Committee approved the amended request on March 15, 2004. At the full City Council meeting on March 19, the matter was referred back to the Executive Committee for further clarification of process.