

	<div style="text-align: center;"><b>AGENDA ITEM SUMMARY</b></div> <div style="border: 1px dashed purple; padding: 5px; float: right; margin-top: 10px;"><b>District Impacted</b> <input type="checkbox"/> 1 = Wolosin <input type="checkbox"/> 2 = Woolard <input type="checkbox"/> 3 = Vacant <input type="checkbox"/> 4 = Cisneros <input type="checkbox"/> 5 = Handren <input type="checkbox"/> All</div>															
<b>AGENDA DATE</b>	March 12, 2019															
<b>DESCRIPTION</b>	CONSIDER RESOLUTION NO. 2019-R21; A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AND MANAGE AN AGREEMENT BETWEEN THE CITY OF BOERNE AND RAY ASSOCIATES, INC. FOR A COMPENSATION AND BENEFITS STUDY.															
<b>STAFF'S RECOMMENDED ACTION (be specific)</b>	Approve Resolution No. 2019-R21; Entering into an agreement with Ray Associates, Inc. for a compensation and benefits study in an amount not to exceed \$36,000.00.															
<b>CONTACT PERSON</b>	Linda S. Zartler, Assistant City Manager – General Services															
<b>SUMMARY</b>	<p>It has been the City of Boerne’s practice to perform a formal review of compensation and benefits every 5 years with the assistance of an outside consultant, to ensure the City of Boerne stays competitive with other government agencies. There are many studies that the City participates in during the course of the year that allows us to gauge our competitiveness on selected positions. We use this formal study to compare a variety of position compensations as well as benefits.</p> <p>In this year’s budget, <b>\$50,000</b> has been set aside for that purpose. I am proposing we start the compensation study early March to have the information available for the budget process for FY2019-2020. The firm of Katherine Ray and Associates has worked with the City previously and has agreed to allow staff to perform some of the work to allow for some savings in the cost of study. This is classified as Professional Services.</p> <p>Human Resources, with the input from Department Heads have assembled a list of positions that we wish reviewed. There are 31 positions that will be evaluated. The list contains positions that are either new, have been modified with additional duties, haven’t been reviewed previously, and/or where we have lost employees to other employers due to salary.</p> <p>As in the past, our practice is to compare positions to other cities of similar population, growth patterns, staff size, ad valorem taxable value, sales tax revenue, median household income, city services provided, and geographic proximity to Boerne. Additionally, for comparison we review public utilities. The cities/utilities we are proposing for comparison include:</p> <table><tr><td>City of Kerrville</td><td>City of Kyle</td><td>Pedernales Utilities</td></tr><tr><td>City of Georgetown</td><td>City of Bryan</td><td>New Braunfels Utilities</td></tr><tr><td>City of Fredericksburg</td><td>City of Buda</td><td>Kerrville Public Utilities</td></tr><tr><td>City of San Marcos</td><td>City of Seguin</td><td>CPS Energy</td></tr><tr><td>City of Weatherford</td><td>City of Schertz</td><td></td></tr></table>	City of Kerrville	City of Kyle	Pedernales Utilities	City of Georgetown	City of Bryan	New Braunfels Utilities	City of Fredericksburg	City of Buda	Kerrville Public Utilities	City of San Marcos	City of Seguin	CPS Energy	City of Weatherford	City of Schertz	
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	<p>The Compensation Study reviews not only salary, salary structure, but a review of benefits offered to ensure that the City of Boerne is competitive in our offerings to our employees. The benefit review includes:</p> <table> <tr> <td>Medical/Dental/Life Insurance Coverage</td><td>Retiree Coverage</td></tr> <tr> <td>Incentive Pay – (i.e. K-9, certification, etc.)</td><td>Vacation, Sick and Holiday</td></tr> <tr> <td>Tuition Reimbursement</td><td>Merit, Bonus and COLA</td></tr> <tr> <td></td><td>Increases</td></tr> </table> <p>Of course, following the completion of the Compensation Study, the City Council will receive the results and have the option to include any modifications with the FY2019-2020 budget.</p>	Medical/Dental/Life Insurance Coverage	Retiree Coverage	Incentive Pay – (i.e. K-9, certification, etc.)	Vacation, Sick and Holiday	Tuition Reimbursement	Merit, Bonus and COLA		Increases
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	Increases								
	N/A								
<b>SOURCE OF FUNDS</b>	General Fund Budget – Cost of \$36,000								
<b>ADDITIONAL INFORMATION</b>									

This summary is not meant to be all inclusive. Supporting documentation is attached.