



**City of Moorhead
Economic Development Authority**

**Meeting Agenda
June 05, 2015 at 7:30 AM
1st Floor, Council Chambers, Moorhead City Hall**

ITEM

REMARKS

1. Call meeting to Order / Roll Call

2. Citizens Addressing the Board

3. EDA Staffing and Employment Terms of its Executive Director

4. Executive Session - Labor Negotiation Strategies

5. Adjourn

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Human Resources

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Memorandum

To: EDA Executive Committee
From: Jill Wenger, Human Resources Director
Date: June 5, 2015
Subject: EDA Director Job Evaluation

Springsted, Inc. conducted a job evaluation of the EDA Director position. In their review, Springsted maintains that the position remains very similar in its minimum qualifications and essential functions. The primary change is that the position now reports to the EDA Board instead of to the City Manager.

Springsted's review paid particular attention to two primary job analysis factors:

- Independence of Actions – extent to which the job requires or allows the employee to work independently; and
- Impact of End Results – extent to which the job directly influences and affects actions impacting the end results.

Ultimately Springsted maintains the position at 515 points, Grade 17 citing,

“This is a difficult professional position requiring a bachelor’s degree and extensive experience. It does not supervise other positions but is influential in its interactions with others. Work relates to functional policies and goals under general managerial direction; the position has primary impact and accountability for end results with the EDA and also participates with others in program development and service delivery.”

Attached is the 2015 wage schedule for Grade 17 and the projected 2016 wage schedule based on a 2% general wage increase.

Economic Development Director

2015 WAGE SCHEDULE												
Points	Grade	1	2	3	4	5	6	7	8	9	10	11
515	17	\$ 74,196.97	\$ 76,511.91	\$ 78,899.08	\$ 81,360.73	\$ 83,899.19	\$ 86,516.84	\$ 89,216.17	\$ 91,999.71	\$ 94,870.11	\$ 97,830.05	\$ 100,882.35

2016 WAGE SCHEDULE*												
Points	Grade	1	2	3	4	5	6	7	8	9	10	11
515	17	\$ 75,680.91	\$ 78,042.15	\$ 80,477.06	\$ 82,987.95	\$ 85,577.17	\$ 88,247.18	\$ 91,000.49	\$ 93,839.71	\$ 96,767.51	\$ 99,786.65	\$ 102,900.00

* Projected based on 2% general wage increase