

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW
THE AGENDA WAS POSTED FEBRUARY 25, 2022 AT 11:45 A.M.
AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER CITY COUNCIL
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
FEBRUARY 28, 2022**

**PRESENT: MAYOR WILLIAM H. JOYCE, VICE MAYOR ALANE ZANNOTTI,
COUNCILORS AMY DZIALOWSKI, CHRISTIE HAWKINS AND KEVIN CLARK**
ABSENT: NONE

1. CALL MEETING TO ORDER

Mayor Joyce called the meeting to order at 5:30 p.m.

2. GENERAL ORDERS

- a. Staff presentations on the following items:
- i. Recruitment, Retention, and Benefits
 - ii. Alternative Work Schedule
 - iii. OkMRF Retirement Plan
 - iv. Employee Engagement Survey

Human Resources Director Christy Driskel gave an overview of the difficulties the City of Stillwater is experiencing with recruitment and retention of employees. In order to stay competitive, the City must look at items that employees currently find valuable in their jobs. Four key points have been identified under recruitment and retention:

- Benefits
- Retirement Program
- Salary
 - ✓ Cost of Living Adjustment (COLA)
 - ✓ Compensation strategy discussion
- Work Schedule

Chief Performance Innovation Officer Brady Moore presented an alternative work schedule that would allow City Hall employees more flexibility. He stated this alternative work schedule would apply only to the City Hall employees as other departments outside City Hall already have non-traditional work schedules. Mr. Moore proposed the work hours for City Hall staff to change to a schedule of 4X9's+4. The hours for this schedule would be Monday – Thursday 7:30 a.m. to 5:30 p.m. and Friday would be 7:30 a.m. to 11:30 a.m. Mr. Moore stated this would be a benefit to the community so contractors would not have to wait until 8:00 a.m. to get permits and citizens can pay their utility bills before and after work. This proposed change is a benefit to employees in that it would allow more flexibility and increased work/life balance by having Friday afternoon's off. Mr. Moore stated staff has proposed to City Manager McNickle that the City implement a pilot program this summer from Memorial Day to Labor Day with the new schedule for City Hall service hours. Staff believes this proposed City Hall schedule change is a win/win solution. It is a benefit to citizens with nine extended service opportunities, it will be benefit to City employees, and it will help with the retention, recruitment and morale issues facing the City.

Deputy City Manager Melissa Reames presented the current Oklahoma Municipal Retirement Fund (OkMRF) options and the various options regarding changes in the plan to be and remain competitive with private employers. She stated that current plan is as follows:

- 10 year vesting schedule
 - ✓ 50% at 5 years with an additional 10% each year until fully vested
- Employee contribution
 - ✓ 3% minimum
- Employer contribution
 - ✓ 6%
- All civilian full time employees are covered under this plan

Deputy City Manager presented various options to the OkMRF employee retirement plan including increasing employee and employer contributions and reducing the years for employees to be fully vested.

Chief Civic Innovation Officer Becky Taylor reported that as part of the coaching plan with Vibrant Community Partners, an employee survey was conducted by Beyond Feedback. Ms. Taylor gave an overview of the results of the employee survey. She reported that the employee participation in the survey was above the industry norm at 81%, employee engagement was at the norm average at 80% and supervisor effectiveness was above the industry norm at 81%. Ms. Taylor stated all these areas are positive but that the areas of pay, overall morale and interest in personal growth are areas that show improvement is needed.

Discussion was held regarding all four items presented and staff answered Council's questions.


3. ADJOURN

MOTION BY COUNCILOR CLARK, SECOND BY COUNCILOR HAWKINS TO ADJOURN THE FEBRUARY 28, 2022 REGULAR MEETING OF THE STILLWATER CITY COUNCIL.

ROLL CALL VOTE: JOYCE-YEA, ZANNOTTI-YEA, DZIALOWSKI-YEA, HAWKINS-YEA, CLARK-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

The February 28, 2022 regular meeting of the Stillwater City Council adjourned at 6:41 p.m.


WILLIAM H. JOYCE, MAYOR
STILLWATER CITY COUNCIL


TERESA KADAVY
CITY CLERK