



STAFF MEMO

Prepared by: Lori Bartlett, Finance Director	Meeting Date: 1/5/2026	<input checked="" type="checkbox"/> Consent Agenda Item <input type="checkbox"/> Regular Agenda Item	Agenda Item # 4c
Reviewed by:	Item: Pay Equity Compliance		
City Priority	n/a		

ACTION REQUESTED

Motion to approve the consent agenda will automatically approve this item. If pulled, then the following motion is requested.

Acceptance of the 2026 Pay Equity report as presented.

REFERENCE AND BACKGROUND

Every three years all municipalities are required to submit pay equity reports to the Minnesota Management and Budget (MMB). MMB notifies municipalities when they are required to submit and we received notice that the report must be submitted by January 31, 2026.

Pay equity is a method of eliminating discrimination against women who are paid less than men for jobs requiring comparable levels of expertise. This goes beyond the familiar idea of “equal pay for equal work” where men and women with the same jobs must be paid equally. A policy to establish pay equity usually means: 1) that all jobs will be evaluated and given points according to the level of knowledge and responsibility required to do the job; and 2) that salary adjustments will be made if it is discovered that women are consistently paid less than men for jobs with similar points.

It is important to remember that pay equity laws in Minnesota address only sex-based wage disparities and not all types of wage disparities. Pay equity does not replace collective bargaining and does not address all compensation issues.

The above two paragraphs are taken from the pay equity law resources.

The city hire David Drown and Associates (DDA) to complete the 2026 pay equity report. Based on the tests completed, the city complies with all provisions of the Minnesota Pay Equity statute.

BUDGET IMPACT

Indirect impact with wage/benefit negotiations

STAFF RECOMMENDED ACTION

Accept the 2026 pay equity report

SUPPORTING DATA/ATTACHMENTS

2026 Pay Equity Report

Compliance Report

Jurisdiction: St. Joseph
75 Callaway St E

Report Year: 2026
Case: 1 - 2025 Test (Private (Jur Only))

St. Joseph, MN 56374

Contact: Lori Bartlett

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The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	13	8	0	21
# Employees	26	8	0	34
Avg. Max Monthly Pay per employee	8548.10	7850.77		8384.02

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 76.92308 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	8	4
b. # Below Predicted Pay	5	4
c. TOTAL	13	8
d. % Below Predicted Pay (b divided by c = d)	38.46	50.00

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 32	Value of T = -0.945
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a. Avg. diff. in pay from predicted pay for male jobs = -18

b. Avg. diff. in pay from predicted pay for female jobs = 47

III. SALARY RANGE TEST = 100.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 10.00

B. Avg. # of years to max salary for female jobs = 10.00

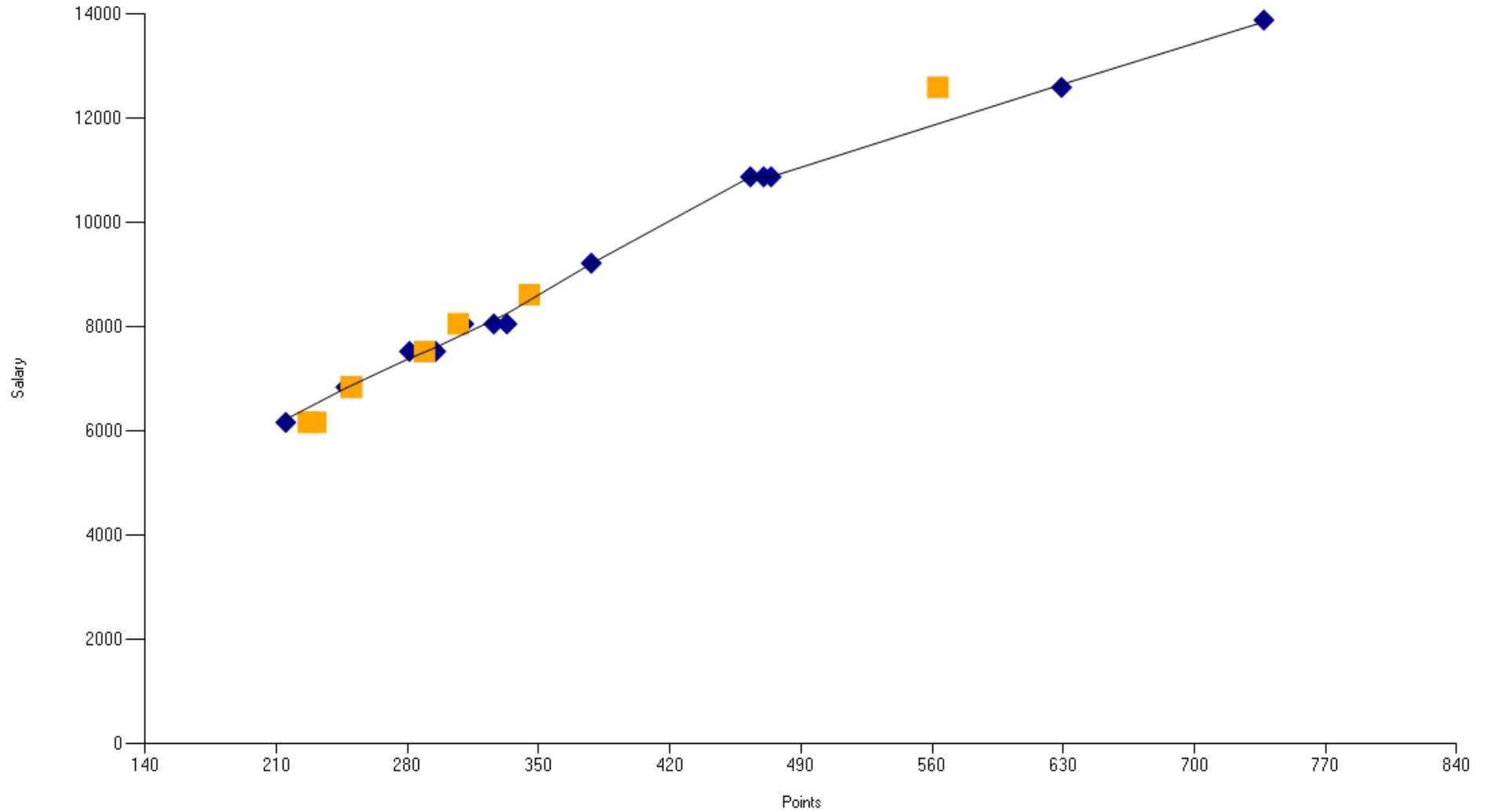
IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP = 0.00 *

B. % of female classes receiving ESP = 0.00

*(If 20% or less, test result will be 0.00)

Predicted Pay Report for: St. Joseph Case: 2025 Test



◆ Male Jobs ■ Female Jobs ● Balanced Jobs — Predicted Pay - - - - Line Continuation (Min) - - - - Line Continuation (Max)

Predicted Pay Report for: St. Joseph

Case: 2025 Test

Job Nbr	Job Title	Nbr Males	Nbr Females	Non-Binary	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
23	Recreation Coordinator	1	0			Male	215	6164.7400	6224.2704	-59.5304
18	Administrative Assistant	0	1			Female	227	6164.7400	6448.8545	-284.1145
8	Police Clerk	0	1			Female	231	6164.7400	6524.2051	-359.4651
16	Maintenance Worker	4	0			Male	247	6843.1500	6824.1398	19.0102
5	Finance Technician	0	1			Female	250	6843.1500	6879.9188	-36.7688
6	Account Technician	0	1			Female	250	6843.1500	6879.9188	-36.7688
15	Utility Operator	2	0			Male	281	7526.9900	7394.8064	132.1836
21	Lead Records Technician	0	1			Female	289	7526.9900	7514.4724	12.5176
14	Maintenance Lead Worker	1	0			Male	295	7526.9900	7604.1246	-77.1346
19	Recreations Director	0	1			Female	307	8053.6500	7824.7682	228.8818
17	Mechanic	1	0			Male	310	8053.6500	7860.6021	193.0479
11	Police Officer	8	1			Male	326	8053.6500	8128.8626	-75.2126
13	Utility Lead Worker	1	0			Male	333	8053.6500	8251.2325	-197.5825
2	City Clerk	0	1			Female	345	8617.8200	8474.8397	142.9803
10	Sergeant	2	0			Male	378	9219.4800	9209.7576	9.7224
22	Deputy Police Chief	1	0			Male	463	10876.2300	10876.2300	0.0000
3	Community Development Director	1	0			Male	470	10876.2300	10876.2300	0.0000
12	Public Works Director	1	0			Male	474	10876.2300	10876.2300	0.0000
4	Finance Director	0	1			Female	563	12591.8900	11882.2833	709.6067
7	Police Chief	1	0			Male	629	12591.8900	12647.2589	-55.3689
20	City Administrator	1	0			Male	737	13882.7200	13847.0857	35.6343

Job Number Count: 21