

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM

Date: 04/23/2026

Weekly Agenda Date: 04/28/2026

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisor Nelson & Bittinger

WORDING FOR AGENDA ITEM:

Salary pay increase of \$10,000 for the Human Resources Director position.

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

EXECUTIVE SUMMARY:

It is proposed to increase the annual salary of the Human Resources Director by \$10,000 to \$118,386.72. This would affect the minimum and maximum compensation levels accordingly going forward.

BACKGROUND:

The Human Resources Director role requires comprehensive oversight of employment law compliance at both the federal and state levels, benefits and wage administration, labor relations, recruitment and retention strategies, and risk management. Additionally, the Human Resources Director position directly impacts all departments and employees, often involving complex and sensitive matters that carry legal and financial implications for the County.

Externally, according to the ISAC FY2026 salary survey, the Human Resources Director salary for Woodbury County falls below comparable counties such as:

- Polk County: \$154,768.00
- Dallas County: \$149,552.00
- Johnson County: \$149,110.00
- Linn County: \$140,562.00
- Dubuque County: \$128,813.00
- Black Hawk County: \$123,921.00
- Pottawattamie County: \$123,389.00
- Scott County: \$120,182.00

Internal salary comparables for the Human Resources Director role would be both the Budget Director and Building Services Director. Currently, the Human Resources Director position is compensated at \$108,386.72 annually, while the Budget Director and Building Services Director positions are each compensated at \$128,749.92.

FINANCIAL IMPACT:

\$10,000 increase to current annual salary.

With the 3% budgeted wage plan increase at the beginning of FY27, the annual salary would increase to \$121,938.32.

IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?

Yes No

RECOMMENDATION:

Approve a \$10,000 salary increase for the Human Resources Director position as of May 1, 2026.

The Human Resources Director has displayed excellence and wisdom in decision making, advising the Board of Supervisors and other elected officials on HR matters, policy creation that is practical and forward thinking, demonstrated professionalism and knowledge consistently.

ACTION REQUIRED / PROPOSED MOTION:

Approve a \$10,000 salary increase for the Human Resources Director position as of May 1, 2026.