

1 Minutes of the Centerville City Council work session held Tuesday, February 19, 2019 at 5:30
2 p.m. at Centerville City Hall, 250 North Main Street, Centerville, Utah.
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4 **MEMBERS PRESENT**

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6 Mayor Clark Wilkinson

7
8 Council Members William Ince (arrived at 5:45 p.m.)
9 Stephanie Ivie
10 George McEwan
11 Robyn Mecham
12

13 **MEMBER ABSENT** Tamilyn Fillmore

14
15 **STAFF PRESENT** Steve Thacker, City Manager
16 Lisa Romney, City Attorney
17 Jacob Smith, Management Services Director
18 Katie Rust, Recording Secretary
19

20 **VISITOR** Mike Swallow, Personnel Systems & Services, Inc.
21

22 **COMPENSATION STUDY DISCUSSION**
23

24 In previous meetings the Council agreed on the following factors for determining
25 employee compensation:
26

- 27 • All cities along the Wasatch Front would be included in the comparative market
- 28 group for non-management positions.
- 29 • For management positions, the comparative group would be refined to include only
- 30 cities with populations of 10,000-30,000.
- 31 • A midpoint would be established for each position at the 60th percentile, with a
- 32 minimum and maximum point set 20% below and above the midpoint.
- 33 • New pay range for City Manager position.
34

35 Jacob Smith, Management Services Director, presented a proposed pay plan for City
36 positions, and explained the cost to bring all positions currently not within the new pay ranges to
37 at least the minimum point of the new pay ranges (least cost of implementation). The Council
38 and staff discussed the possibility of compression within departments. Councilman McEwan
39 pointed out that, although it is possible that a new employee could be brought on with the same
40 salary as an employee who has been with the city for some time, an employee who has been
41 with the city for some time would have a better benefits package than a new employee.
42

43 Mr. Thacker emphasized the importance of having established accurate job descriptions
44 at the beginning of the process. Councilman McEwan commented that the process has shown
45 the city does not have any positions that are compensation outliers, and said he does not see a
46 need to do more than minimal implementation to bring all positions into range. He asked Mr.
47 Thacker if he feels management will be able to sell the model to those who are concerned. Mr.
48 Thacker said he believes the department heads will be able to explain and defend the job
49 values of the different positions. Mr. Smith suggested that a follow-up meeting for employees

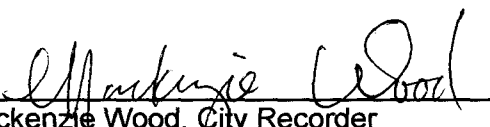
1 when the process is complete would be beneficial. Mr. Thacker suggested holding employee
2 meetings by department to explain the process and new pay ranges.
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4 Lisa Romney, City Attorney, explained noticing and public hearing requirements for
5 statutory positions, including City Manager. Councilwoman Ivie suggested incorporating
6 approval of the new pay ranges into the regular budget process. Councilman McEwan said he
7 would like the Council to be present at a meeting with the City Manager and department heads
8 in which elements of the plan are explained. Ms. Romney agreed it would be beneficial to meet
9 with the department heads to make sure the assumptions and reasons for the agreed upon
10 compensation plan are appropriately communicated.
11

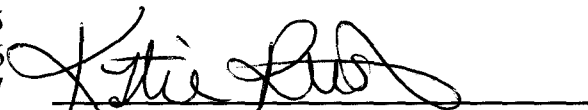
12 The Council agreed to schedule a work session with department heads on Tuesday,
13 February 26th at 6:30 p.m.
14

15 **ADJOURNMENT**
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17 Councilman Ince made a **motion** to adjourn the work session at 6:52 p.m.
18 Councilwoman Ivie seconded the motion, which passed by unanimous vote (4-0).
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22 _____
23 Mackenzie Wood, City Recorder
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25 3/5/2019
26 _____
27 Date Approved
28

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26 _____
27 Katie Rust, Recording Secretary
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