

**PAGE CITY COUNCIL  
WORK SESSION MEETING MINUTES  
OCTOBER 27, 2016**

A Work Session Meeting of the Page City Council was held at 5:32 p.m. on October 27, 2016, in the Council Chambers at City Hall in Page, Arizona. Mayor Bill Diak presided. Vice Mayor John Kocjan, Councilors Mike Bryan, Scott Sadler, Levi Tappan (arrived at 5:36), Korey Seyler, and Dennis Warner were present

Mayor Diak called the meeting to order.

Staff members present: City Manager, J. Crystal Dyches; City Attorney, Joshua Smith; Human Resource Administrator, Kay Eddlemon; Fire Chief, Jeff Reed; Library Director, Debbie Winlock; Community Development Director, Kim Johnson; Finance Director, Linda Watson; Public Works Director, Cliff Linker; and City Clerk, Kim Larson.

Discussion by the City Council pertaining to the Page Classification Study and Compensation Survey Report

City Manager Crystal Dyches stated that after five (5) months of compiling data, Evergreen Solutions, LLC has completed a Draft Classification Study and Compensation Survey. Nancy Berkley from Evergreen Solutions, LLC was present to review the draft report with City Council.

Ms. Berkley stated that the study began with employee outreach, where she met with several City Employees.

As Ms. Berkley was going through her presentation, she referenced that a benefit survey was completed, however it was inadvertently left out of the presentation. A copy of the Classification Study and Compensation Survey Presentation is attached hereto and by this reference made a part of herein.

Councilor Bryan asked Ms. Berkley for a straight assessment of the study and survey results.

Nancy replied that the results were concerning. She stated that the ranges are not competitive and salaries have not moved. The employees' salaries were concentrated 80% below the midpoints of the pay ranges.

There was discussion pertaining to the compensation philosophy of the City, the job assessment tool (JAT), and employee evaluations.

Councilor Warner requested a copy of the JAT form to review the information Evergreen Solutions, LLC used to compile the draft report.

Ms. Berkley continued her slide show and presented the following implementation options: Bring Employees to New Minimums, Tenure Adjustment Capped at Midpoint and 5% Adjustment, Current Range Penetration – Capped at Midpoint, or Current Range Penetration – Capped at Midpoint and 5% Adjustment.

Councilor Warner requested to see the data used for the job comparison study.

Ms. Berkley stated that while doing the review, Evergreen Solution, LLC looks at the job, data, salary survey and range, and then removes any information that is not applicable

There was discussion pertaining to using comparisons from private businesses.

Councilor Warner stated that he would like to see the cost of living index used, salary survey data, and JAT comparison spreadsheet.

There was further discussion, and the consensus of City Council was to schedule a work session on November 30, 2016, after Council has had a chance to review the requested information from Evergreen Solutions, LLC.

City Manager Crystal Dyches stated that job descriptions would be prepared by Evergreen Solutions, LLC after the draft report is approved by City Council.

There was further discussion pertaining to the City's compensation philosophy, performance based or time and step based.

City Manager Crystal Dyches stated that if the City was not going to go with performance based, the information provided would not work.

Councilor Warner stated that City Council needed to do a complete overview of the benefit plan.

Mayor Diak stated that he would like to see that every employee has an evaluation prior to implementing any of the options presented.

Councilor Bryan referenced a few times during the work session that he does not agree with the performance based philosophy.

There was further discussion.

A Work Session Meeting will be scheduled for November 30, 2016 for further discussion by the City Council.

The meeting was adjourned at 8:06 p.m.



---

Kim Larson  
City Clerk



---

William R. Diak  
Mayor

### CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the City Council Work Session Meeting, held on the 27<sup>th</sup> day of October, 2016. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 9th day of November, 2016



---

Kim Larson, City Clerk