

**WATER BOARD OF TRUSTEES**  
**Regular Meeting**  
**April 11, 2018**  
**5:30 PM**  
**Location: 1208 South 7<sup>th</sup> St.**

**Agenda**

1. Approve Agenda.
2. Approve minutes of the March 12, 2018 regular meeting.
3. Approve invoices and Financial Statements.
4. Customer Forum.
5. Discussion of wastewater operations.
6. General Manager's update.
7. Updates from members of the Board of Trustees.
8. Adjourn.

<b>Position</b>	<b>80%</b>	<b>Averaged Market Mid Point</b>
<b>Customer Service Representative</b>	\$ 32,754.50	\$ 40,943.12
<b>Billing Clerk</b>	\$ 35,110.45	\$ 43,888.06
<b>Office Manager (Top Finance Executive)</b>	\$ 64,791.09	\$ 80,988.87
<b>Water/Wastewater Maintenance I</b>	\$ 40,804.07	\$ 51,005.08
<b>Water/Wastewater Maintenance II</b>	\$ 45,253.20	\$ 56,566.49
<b>Water Operations Manager</b>	\$ 63,110.97	\$ 78,888.72
<b>Collection Supervisor</b>	\$ 57,529.12	\$ 71,911.39
<b>Water Treatment Operator - Senior</b> (or III, or Lead) Grade III Treatment License or higher	\$ 48,620.68	\$ 60,775.85
<b>Wastewater Treatment Operator - Senior</b> (or III, or Lead) Grade IV Treatment License	\$ 44,846.91	\$ 56,058.64
<b>General Manager</b>	\$ 84,113.70	\$ 105,142.13

<b>115%</b>	<b>FY17-18 Pay</b>	<b>% of Mid Point</b>
\$ 47,084.59	\$ 30,742.40	75%
\$ 50,471.27	\$ 51,500.80	117%
\$ 93,137.20	\$ 65,499.20	81%
\$ 58,655.85	\$ 53,435.20	105%
\$ 65,051.47	\$ 56,846.40	100%
\$ 90,722.03	\$ 63,999.52	81%
\$ 82,698.10	\$ 62,000.64	86%
\$ 69,892.23	\$ 58,240.00	96%
\$ 64,467.43	\$ 71,884.80	128%
\$ 120,913.45	\$ 112,342.88	107%

### Performance Evaluation Results

Compensation Ratio	Unsatisfactory	Improvement Required	Fully Satisfactory	Commendable	Distinguished
% of mid-point for position	Below 2.5	2.51 - 2.90	2.91 - 3.10	3.11 - 3.50	3.51 - 4.33
80.00% - 83.33%	0	1.5	1.8	2.2	3
83.34% - 86.66%	0	1.4	1.8	2.1	2.8
86.67% - 90.00%	0	1.3	1.7	2	2.6
90.01% - 93.33%	0	1.2	1.6	1.9	2.4
93.34% - 96.66%	0	1.1	1.5	1.8	2.2
96.67% - 100.00%	0	1	1.4	1.7	2
100.01% - 103.33%	0	0.9	1.3	1.6	1.9
103.34% - 106.66%	0	0.8	1.2	1.5	1.8
106.67% - 110.00%	0	0.7	1.1	1.4	1.7
110.01% - 112.50%	0	0.6	1	1.3	1.6
112.50% - 115.00%	0	0.5	1	1.2	1.5

Any employee with a score of 2.90 or below requires a reassessment within 90 days. If still at or below a 2.80 after 90 days employee will be term  
The values in this chart will be used as multiplication factors when determining Merit Pay.

Only employees with an initial evaluation score below 2.95 will be re-evaluated in 90 days.

Employees with a fully satisfactory or higher evaluation will not be able to seek re-evaluation for a larger increase.

New hourly employees will be hired at the 80% threshold of current market mid point.

Hourly employees should be able to progress to market mid point by Year 5 of employment.

Management employees should be hired at 90% of current market mid point. (Negotiations as per Board approval)

Management employees should be able to progress to market mid point by Year 3 of employment.

Use accompanying documents as found in Merit Pay Instructions folder for assistance.

Board will approve annual COLA which will be based largely on Bureau of Labor Statistics Consumer Price Index.

Board will approve size of annual Merit Pool (estimated at 1% of overall labor budget)

The General Manager will administer merit increases and stay within budgeted resources.

General Manager will adjust Merit pay Market pay scale annually based on Board approved increase for tracking.