

To: Mayor Harris and the City Council
Fr: Ron Chandler
Dt: July 3, 2013
Re: Compensation Policy Statement

The compensation committee completed their compensation and benefits report in March 2013 and recommended that the City adopt strategic goals for compensation. "The committee identified three major approaches that could be employed; cost control, employee retention or attraction of quality candidates."

During the budget process the staff discussed the process whereby we will evaluate employee compensation based on the policies set forth by the City Council and the work done by the compensation committee. The following are steps for this evaluation.

- Step 1: Adopt a compensation policy statement. This statement is broad in nature and acts as a guide for the staff to follow. The attached document lists four statements for your consideration.
- Step 2: Analysis of each City position. Each position and salary range is evaluated against the approaches identified by the compensation committee: cost control, employee retention or attraction of quality candidates. Each position is assigned to one of these approaches.
- Step 3: Analysis of current employee's compensation.
- Step 4: Develop an implementation plan, including time frame, for modifying the City's compensation structure.
- Step 5: Presentation to and adoption by the City Council.

1. Reaffirm North Ogden City's core values, vision and mission statements.

Core Values

- Service Excellence - Through honesty and integrity, we treat citizens and fellow employees the way we want to be treated.
- Team Work / Unity - Working together cooperatively with common goals.
- Communication - Listen, be open, be accurate and be timely.
- Positive Attitude - Choose to be happy.
- Fun - Humor and kindness go a long way.
- Goal Setting / Future Planning - Involvement of everyone in establishing short and long-range goals.
- Trust / Fiscal Responsibility / Stewardship - Trusting each other through honest equitable behavior.

Vision Statement

- Network with others to achieve our goals
- Organization and planning for the future
- Resolve to provide superior service to the community
- Trusting each other through honest and equitable behavior
- Have fun while working and keep a sense of humor
- Open communications with people
- Gain knowledge and experience through training and education
- Desire for collaboration and teamwork
- Earn the respect of and show respect to others
- Neutrality, impartiality and fairness in dealing with others

Mission Statement

- Superior planning and fiscal responsibilities
 - Excellent service with a positive attitude
 - Respect and dignity for all
 - Vigorous pursuit of excellence
 - Integrity and honesty in all aspects of service
 - Communication achieved and shared
 - Environment: teamwork, kindness, fun
2. North Ogden City is committed to attracting and retaining competent and well trained employees who will further the goals stated in the core values, vision and mission statements.
 3. North Ogden City recognizes fluctuation in the economy and the need for flexibility when addressing budgetary constraints.
 4. North Ogden City will continue to take advantage of technologies, innovations, economies of scale and private sector support to improve service delivery and control costs.