

Informational City Council Meeting  
12/4/2018 4:00:00 PM

1  
Call To Order

2  
Committee/Commission Reports

A  
Land Use Committee Meeting of

3  
Administration Communications

4  
City Council Open Discussion

5  
Presentations

A  
E-Bikes

B  
Council Staff Personnel Management

6  
Public Comment

7  
Executive Session

A

8  
Adjournment

Meeting ID: 2149

Item ID: 114007

Jump point (seconds): 26

Agenda Item Title: Land Use Committee Meeting of

Meeting ID: 2149

Item ID: 114007

File Title: 112018 LU-M.doc

Attachment ID: 1541993

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# MINUTES

Tuesday, November 20, 2018

Land Use Committee

5:36 PM

Sioux Falls City Council

Carnegie Town Hall  
235 West 10<sup>th</sup> Street



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**Members Present:** Rick Kiley, Marshall Selberg, Theresa Stehly

**Members Absent:** Christine M. Erickson

## 1. Call To Order

Committee Chair Rick Kiley called the meeting to order at 5:36 p.m.

## 2. Approval of Minutes

### A. Tuesday, September 18, 2018

A motion was made by Theresa Stehly and seconded by Marshall Selberg to approve the minutes.

Committee Chair Rick Kiley called for a voice vote. All members said yes.

**Motion Passed.**

## 3. Reports and Updates

### A. Engineering Design Standards by Public Works Staff

Presentation: Approximately 60 minutes followed by discussion

Chad Huwe, City Engineer, provided opening remarks and an update on the following information: Engineering Design Standards; Infrastructure Review Advisory Board; and Presenters.

Wes Philips, Principal Street Engineer, provided an update on the following information: Chapter 8: Street Design and Pavement Thickness; and Chapter 16: Accessible Sidewalk Requirements.

Nick Borns, Principal Water/Lights Engineer, provided an update on the following information: Chapter 10: Water Mains; and Chapter 15: Roadway Lighting.

Lance Weatherly, Principal Storm Drainage Engineer, provided an update on the following information: Chapter 11: Drainage Improvements; Chapter 12: Erosion and Sediment Control; and Chapter 13: Plan Submittals.

Discussion was held regarding: "T" intersections; the Manual on Uniform Traffic Control devices; crosswalk lighting; standards for luminaires; process for obtaining a street light; drainage rates for single family; storm drainage funding sources and fees; placing netting across public channels; and the process for reviewing permits.

Huwe provided closing remarks and asked if the recommendations could be brought forward to the full City Council in December. The Land Use Committee members concurred with this request.

**4. Open Discussion**

There was none.

**5. Public Comment**

Council Member Janet Brekke and Huwe discussed the following items: neighborhood lighting standards; the process for identifying high risk neighborhoods; and the new standards for lighting and modeling software.

**6. Adjournment**

Committee Chair Rick Kiley adjourned the meeting at 6:20 p.m.

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Tamara Jorgensen, MMC  
Assistant City Clerk

Meeting ID: 2149

Item ID: 113938

Jump point (seconds): 140

Agenda Item Title: E-Bikes

Meeting ID: 2149

Item ID: 113940

Jump point (seconds): 1662

Agenda Item Title: Council Staff Personnel Management

Meeting ID: 2149

Item ID: 113940

File Title: CouncilPayStructure.pdf

Attachment ID: 1541994



# Council Staff Pay Scale and Reporting Updates

By: Councilors Erickson And Neitzert

Informational Meeting – December 4, 2018

# Council Staff Positions

- City Clerk
- Assistant City Clerk (2)
- City Council Operations Manager
- Budget Analyst
- Internal Audit Manager
- Internal Auditor (2)

# The COLA

- Each Year The City Determines The COLA (Cost Of Living Adjustment).
- This Year The COLA Is 2.5% So Council Staff Pay Will Increase By That Amount Effective January 2019.
- The Proposed Resolution Includes The COLA Adjustment For Council Staff Position Pay Ranges (Minimum/Maximum).

# Council Staff Pay Ranges

- Council Adopts Minimum And Maximum Pay Range For Each Position By Resolution.
- Ranges Are Determined In Consultation With Human Resources.
- Compensation And Benefits Study From Segal Waters Consulting Delivered To City Council on April 17, 2018.
- Internal Auditor Position Compensation Needs To Be Increased To Stay Market-Competitive.
- Internal Audit Manager, City Clerk, and City Council Operations Manager Compensation Need To Be Increased To Preserve Integrity Of Organizational Chart And Hierarchy.
- No Other Market-Based Changes Required.

# The Step System

- Propose To Adopt Designated Nine (9) Step Pay Scale.
- Mirrors City Model But Adopted By Resolution And Under Our Control.
- Steps 1-5 Progression Once Every 12 Months (Annually).
- Steps 6-9 Progression Once Every 24 Months (Bi-Annually).
- Step Progression Is Contingent On Satisfactory Performance.
- Creates Continuity And Consistency For Our Staff As Councilors And Chairs Turn Over.
- Sets Forth Fixed And Steady Pay Increases Through Step Progression From Minimum To Maximum Salary Range.
- Prevents Premature “Top Out” Of Staff Salaries.

# Next Steps

- Consideration of Proposed Council Resolution – December 11, 2018

# Questions?

Meeting ID: 2149

Item ID: 113942

Jump point (seconds): 2722

Agenda Item Title: