



MEMORANDUM

To: Salt Lake County Councilmembers
From: Steve Kuhlmeier, Director, Public Works Operations
Date: December 10, 2024
CC: Catherine Kanter, Lisa Hartman, Scott Baird
Re: Retention and Sign-On Compensation Request

Jenny Wilson
Mayor

Catherine Kanter
Deputy Mayor of Regional
Operations

Scott R. Baird, P.E.
Director, Public Works
and Municipal Services

Steven Kuhlmeier, P.E.
Director, Public Works
Operations

**PUBLIC WORKS
OPERATIONS DIVISION**

604 West 6960 South
Midvale, Utah 84047

T 385-468-6101

The Public Works Operations Division continues to refine and expand with HR the department's restructure implemented in 2023. However, the agency is experiencing a nearly 20% vacancy rate. To help with employee retention and hiring new team members, the division seeks approval for retention and employee sign-on bonuses in exchange for a 15-month commitment. The proposed compensation is as follows:

Retention Compensation:

- Merit employees who have passed probation will receive \$2500 in retention compensation to be paid by the end of 2024.
- Employees receiving retention compensation will sign an agreement requiring them to remain working at the division for at least 15 months.
- Employees who sign the agreement and fail to remain 15 months will be required to pay back the compensation.
- This retention compensation program is voluntary.

Sign-on Compensation:

- New merit employees and non-merit employees will receive sign-on compensation of \$2500; \$1000 paid at six weeks of employment, \$1500 paid at six months of employment.
- Employees receiving sign-on compensation will sign an agreement requiring them to remain working at the division for at least 15 months.
- Employees who sign the agreement and fail to remain 15 months will be required to pay back the compensation.
- Sign on compensation will be offered through December 31, 2025.
- This sign-on compensation program is voluntary.

Retention Compensation and Sign-on Compensation will be covered by under-expend in the Public Works Operations 2024 budget due to vacancies. Please note, a similar retention compensation program was proposed and approved for Public Works Operations in 2022-23. The compensation at that time was \$2000 with a 12-month retention requirement. The 15-month retention requirement in the current proposal will carry the division through the 2025-26 snow plow season.