WORK SESSION OF THE BOARD OF DIRECTORS
TOWN OF GILCREST COLORADO
19750 COUNTY ROAD 31 – TOWN HALL

SEPTEMBER 28TH, 2026 - 6:00 PM

1. COMPENSATION STUDY

A. A comprehensive compensation study, conducted internally by the Town Clerk/Treasurer, was presented to the Board of Trustees. By undertaking and completing the study in-house, rather than engaging an external compensation consultant, the Town realized significant cost savings while obtaining a detailed and comprehensive assessment of municipal employee compensation.

B. The study utilized data reported to the Colorado Municipal League (CML), together with information obtained from internal municipal records and other available sources. The study provided a comparative analysis of employee salaries, wages, and benefits across municipalities statewide, including large municipalities, similarly sized municipalities, and neighboring communities.

C. Positions evaluated included Senior Utility Clerk, Junior Utility Clerk, Public Works Laborer, Public Works Director, Town Clerk/Treasurer, and Town Administration. The analysis further examined employer-provided benefits as a component of total employee compensation to facilitate a comprehensive assessment of compensation practices, market competitiveness, and internal pay equity.

D. Certain comparative compensation data obtained from other municipalities was identified as proprietary or subject to restrictions on disclosure and, accordingly, was designated for limited distribution, subject to applicable public records laws and disclosure requirements.

2. EMPLOYEE STEP PAY BANDS

A. The proposed employee step-pay structure and corresponding compensation bands were presented to the Board of Trustees for preliminary review and consideration. The presentation included an overview of the proposed salary ranges, incremental pay progression, and the intended application of the step-pay system to municipal positions. Feedback and recommendations received from Town staff regarding the proposed compensation structure were also presented to the Board for consideration. No formal action was taken.

Board of Trustee Work Sessions are not recorded. Interested parties are invited to attend the meeting in person. The next recorded meeting will be the regular Board of Trustee meeting. If you have questions about meeting attendance, work sessions, regular meetings or matters related to Board of Trustee Meetings please contact the

Town Manager: lori@townofgilcrest.org 970-397-0130

ATTEST:

TOWN OF GILCREST SEAL COLORADO

Steven Nothem, Mayor

Hana Ciembronowicz, Town Clerk