

August 11, 2026

To: Mayor and City Council Members

Subject: Request for Salary Increase – Public Works Director

I am formally requesting a salary increase for the position of Public Works Director. I have proudly served the City of Ely for approximately twenty years, with the last seven and a half years dedicated to leading and supervising our Public Works operations.

My current responsibilities include overseeing 24 personnel including summer help across five distinct departments. To ensure the safety and infrastructure of our community, my workday typically begins around 5:30 AM and extends into the late afternoon. Furthermore, I maintain 24/7 availability to respond to on-call operational emergencies. I lead a diverse crew of workers and have boosted staff retention and morale within departments. As a Public Works Director without administrative support, I absorb significant clerical and paperwork duties alongside my other responsibilities, effectively serving in a dual operational and administrative capacity to keep municipal projects and daily services running smoothly.

I have managed capital improvement projects on time and within budget and have reduced operational expenses through smarter resource allocation or vendor negotiation. With the help of staff, I have maintained aging water, sewer, and road systems and have also maintained landfill requirements, cemetery and parks upkeep, and functionality of animal control services to extend asset lifecycles.

I have ensured 100% compliance with EPA, OSHA, and State environmental regulations. I have resolved high-priority safety hazards or emergency repairs when needed.

I also maintain multi-agency partnerships spanning City, County, State, and federal levels to streamline project execution and resource sharing when needed. I facilitate inter-governmental alignment to meet project milestones, mitigate public disruption, and maintain transparent communication. I have cultivated working relationships with County, State, and other stakeholders to accelerate project approvals and cooperative agreements when needed. I have been transparent with department communication protocols to resolve operational bottlenecks during active construction phases.

I handle public complaints professionally to improve citizen satisfaction with local services.

A review of regional compensation indicates that surrounding local jurisdictions provide significantly higher salaries for equivalent public works leadership roles. To better align

with current market standards and reflect the operational scope of this position, I am requesting a salary increase to \$85,000 from my current \$79,181.25.

WPC Roads Supervisor - \$94,500.00

WPC Road Leadman - \$103,000.00 to 105,000.00

WPC Parks and Maintenance Supervisor - \$85,999.92

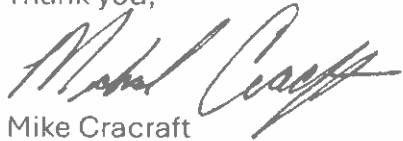
Eureka County - \$137,218.00

Elko - \$126,526.40

West Wendover - \$121,306.56

I appreciate your consideration of this request as we continue working together for the City of Ely.

Thank you,

A handwritten signature in black ink, appearing to read "Mike Cracraft", written in a cursive style.

Mike Cracraft

Public Works Director

To: Mayor and City Council Members,

As the Human Resources Director, my priority is making sure our city departments have the people, support, and legal compliance they need to serve our residents well. I look after the big picture of how we manage our staff—from hiring the right people and keeping us compliant with labor laws, to balancing compensation, perks, time off, health plans and building a positive workplace culture by solving conflicts and supporting employee's well-being. Ultimately, my goal is to support our city employees so they can focus on doing great work for our community.

I have served the City of Ely for over five years and have been the Human Resources Director for a little over one year. I bring more than 15 years of experience in Human Resources and 18 years of expertise in payroll. My background includes extensive work in employee relations, compliance, organizational development, and payroll administration, allowing me to support the City with a well-rounded and dependable skill set.

This year, I successfully implemented a new computerized timekeeping system, transitioning our organization away from paper timesheets and manual leave requests. Although there were a few initial challenges, through teamwork, collaboration, and staff support, the system is now operating smoothly and has significantly improved accuracy, efficiency, and overall accountability in our timekeeping processes.

Yearly performance reviews have been implemented for all hourly employees, creating a more consistent and transparent evaluation process.

In addition, I am continuing to work on Phase 2 of the HR assessment and updating the safety policy and procedures plan to strengthen compliance and ensure safer work environments.

I also earned my SPHR certification from HRCI this year, which means I now hold two HR certifications. These credentials help me bring best-practice HR expertise to our city operations.

I would like to respectfully request a compensation adjustment that aligns my HR Director role with comparable markets and reflects the scope, complexity, and impact of my responsibilities and experience. Adjusting my compensation to better match market standards will ensure alignment with similar positions in comparable cities and reaffirm the leadership expectations associated with the HR Director role. I am requesting a salary increase to \$72,800 from my current \$64,062.50.

I appreciate your time, consideration, and support.

Thank you,

A handwritten signature in cursive script that reads "Desiree Ramirez". The signature is written in dark ink and is positioned above the printed name and title.

Desiree Ramirez, SPHR, PSHRA-CP
Human Resources Director