



# City of Maricopa

## Legislation Details (With Text)

**File #:** PUR 17-04    **Version:** 1    **Name:** Classification and Compensation Study  
**Type:** Purchase    **Status:** Passed  
**File created:** 3/23/2017    **In control:** City Council Regular Meeting  
**On agenda:** 4/18/2017    **Final action:** 4/18/2017

**Title:** The Mayor and City Council shall discuss and possibly take action on the approval of contingency funds (10010000-99000) in the amount of \$60,000 to supplement the cost of a comprehensive classification and compensation study. Discussion and Action.

**Sponsors:** Kathleen Haggerty

**Indexes:** Fiscal Policies and Management

**Code sections:**

**Attachments:** 1. Purchasing Summary

Date	Ver.	Action By	Action	Result
4/18/2017	1	City Council Regular Meeting	Approved	Pass

The Mayor and City Council shall discuss and possibly take action on the approval of contingency funds (10010000-99000) in the amount of \$60,000 to supplement the cost of a comprehensive classification and compensation study. Discussion and Action.

The City of Maricopa conducted a comprehensive classification and compensation study in 2011. In the six years since, the City has maintained its system through a periodic review of classifications and salaries as vacancies occur, to confirm that the City is offering a competitive salary. In the last five years, the City has added a much larger contingent of part-time and full-time employees with Copper Sky, reviewed classifications for the appropriate pay range, added new classifications and periodically modified compensation policy. Comprehensive classification and compensation studies are typically conducted every two to three years to ensure that positions are classified and compensated in accordance with market conditions and in light of any regulatory changes such as changes to the Fair Labor Standards Act.

The proposed Compensation and Classification study is expected to take between five and six months to complete. The study will include an in-depth study of benchmark classifications, and a compensation survey of all classifications. The selected consultant will be asked to provide implementation options so that the City can phase in recommendations if necessary, to manage costs.

The Mayor and Council approved \$15,000 in the HR Department budget to conduct a classification and compensation study. A Request for Quotations was issued and the quotes received for both classification and compensation elements as well as a review of our compensation policies, ranged between \$38,000 and \$77,000. After conducting reference checks and discussing options for completing the elements necessary for a comprehensive study, we have preliminary agreement from Segal Waters to conduct the classification and compensation study for \$75,000.

Staff recommends Mayor and City Council approve the use of \$60,000 (10010000-99000) in contingency funds to supplement the \$15,000 budgeted for the classification and compensation study.