



TOWN OF PRESCOTT VALLEY STAFF REPORT

DATE: June 29, 2023

TO: Mayor & Town Council

THROUGH: Gilbert Davidson, Town Manager

FROM: Teri Traaen, Human Resources Director

DEPARTMENT: Human Resources

AGENDA TYPE: New Business (for Review, Comment, And/or Possible Action)

SUBJECT: Classification & Compensation Study, Results & Recommendations - Consideration & Possible Action (Approve) [Malayna Halvorson Maes, McGrath Human Resources Group]

STRATEGIC PLAN FOCUS AREA: High-performing team means how we conduct our business and ourselves through our culture, diversity, communication, delivery, outreach, processes, and values. What we do, how we do it, and who we do it for.

SUMMARY/BACKGROUND:

The McGrath Human Resources Consulting Firm has completed Phase I of the Town's Classification and Compensation Study. The Study included a review of all current position classifications as well as the current compensation system. In so doing, McGrath has reviewed government agencies in the Quad City area that compete for public employees, as well as agencies of similar size throughout Arizona. Phase I of the Study includes recommendations for revised and updated classification titles, market-driven range adjustments, and overall compensation strategies that would be effective at the beginning of FY2023-2024. Details supporting the research methodology and findings will be made available to all members of the workforce.

It is proposed that the Town Council consider approving the results of this Phase 1 study as well as the related budget transfer needed to implement the same at the beginning of Fiscal Year 2023-24.

RECOMMENDED MOTION:

Motion to approve the results of the McGrath classification and compensation study **AND** the related budget transfer in the amount of \$2,689,200.00, **OR** Motion not to approve the classification and compensation study and budget transfer.
VOTE.

STAFF RECOMMENDATION:

Staff recommends approving the results of the McGrath classification and compensation study and the related budget transfer in the amount of \$2,689,200.00.

FISCAL ANALYSIS:

The current balance of the non-departmental salaries and wages budget is \$5,000,000.00. This action would reallocate \$2,689,200.00 of that budget to various departments for a new balance of \$2,310,800.00.

			BUDGET TRANSFER
ACTION	DEPARTMENT	FUND	WAGES & BENEFITS
To	COMMUNITY SERVICES	101	434,700
To	DEVELOPMENT SERVICES	101	453,500
To	FINANCE	101	87,600
To	HUMAN RESOURCES	101	73,400
To	INFORMATION TECHNOLOGY	101	62,500
To	LEGAL	101	39,700
To	MAGISTRATE COURT	101	77,300
To	NEIGHBORHOOD SERVICES	101	70,000
To	POLICE	101	797,200
To	PUBLIC WORKS	101	111,800
To	PUBLIC WORKS	202	149,500
To	TOWN CLERK	101	64,400
To	TOWN MANAGER'S OFFICE	101	141,400
To	UTILITIES	501	56,800
To	UTILITIES	511	69,400
From	NON-DEPARTMENTAL	101	(2,689,200)

Council Action at the Meeting:

ATTACHMENTS: No