



employees performing the same level of duties and responsibilities positioned in the same class and pay grade, regardless of the number of hours worked. These new ranges are competitive with the market.

In January 2022, Police Department staff received an initial market adjustment. In July 2022, all permanent Town employees, including the Police Department staff, received a \$3,000 adjustment. Together, the two adjustments lessened the total impact of the cost to implement the recommended position classification and pay plan.

A proposed implementation plan includes the following:

- Adopting the proposed unified pay plan;
- Providing all employees with a 2% across-the-board pay adjustment;
- Providing 42 employees adjustments to their new pay grade minimum; and
- Providing 59 employees adjustments related to internal equity and longevity.

On September 13, 2022, Steve Foster, MAG Senior Consultant, provided an overview of the study. The Town Council discussed the Classification and Compensation Study Report and postponed voting on the study until September 20<sup>th</sup> to provide time for them to receive the answers to several questions.

The proposed implementation date is October 8, 2022. MAG also provided a proposed compensation philosophy, selected compensation policy recommendations, and a memorandum on the Town Manager and Town Clerk salaries.

**FISCAL & STAFF IMPACT:** The fiscal impact to implement the findings and conclusions of this study will increase total salaries by \$434,087 from \$9,497,941 to \$9,932,028. The increase in benefits for FICA, retirement and 401K associated with these changes will cost an additional \$100,814. The Town's budget for FY23 includes carryover of \$660,220 from the FY22 budget. The remaining staff impact will be related to the implementation of the study findings.

**RECOMMENDATION:** The Town Manager recommends that the Town Council adopt the attached Resolution, which includes accepting and authorizing the full implementation of the study.