



Human Resources Division
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Date: March 2, 2017
To: Lisa Agnor, City Manager
From: Cherilyn Johnston, HR Manager/Civil Service Director
Re: Report status of Compensation and Classification Study (Chairman Neal)

The following are the most recent events related to the Compensation and Classification Study conducted by Ray Associates, Inc.:

- Salary and Benefits surveys were sent to the selected cities by Ray Associates, Inc. at the end of October, 2016
- The last of the remaining city surveys had been completed and submitted to Ray Associates, Inc. as of February 1, 2017

Ray Associates, Inc. is now compiling data, preparing charts and contacting cities with any clarification questions of the information received from the cities. They will next schedule a date for Human Resources to travel to Austin for placement of all jobs on the revised salary schedule that Ray Associates, Inc. will be recommending to the City. The final step in the process prior to presentation to the City Commission will be a meeting with City staff to discuss and clarify any information contained in their draft proposal.

I would estimate that all phases of the process may be completed and ready for presentation to the City Commission in early to mid-April, depending on the schedule of Ray Associates, Inc.