



CITY COMMISSION STAFF REPORT

DEPARTMENT: Human Resources

DATE: January 24, 2024

SUBJECT: Motion to approve all City Job Descriptions – **Human Resources**

CITY MANAGER RECOMMENDATION:

The City Manager recommends approval of the Job Descriptions presented.

BACKGROUND OF ITEM:

At the July 25, 2023 City Commission meeting, the City Commission gave direction for Evergreen Solutions, LLC, to draft the Compensation and Classification Study report in advance of implementation. This approach was aimed to provide the Commission with comprehensive insights in the study's outcomes.

At the August 22, 2023 City Commission meeting, the Commission approved and accepted the findings and implementation recommendations of the Classification and Compensation Study Report conducted by Evergreen Solutions LLC with specific approval and authorization for the City Manager to reclassify or re-title specific job titles and positions, and present the updated Job Descriptions to Commission at a later date.

ANALYSIS:

Updating the City's job descriptions will optimize the existing compensation framework while simultaneously enhancing the City's capacity to attract and retain talent in the most competitive classifications.

ATTACHMENTS:

1. Job Descriptions