



# Town of Johnstown

## TOWN COUNCIL CONSENT AGENDA COMMUNICATIONS

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**AGENDA DATE:** October 16, 2023

**SUBJECT:** Compensation Study Final Adoption

**ATTACHMENTS:** 1. Johnstown Compensation Study Final Report 9.25.23

**PRESENTED BY:** Laura Stephens, HR Director

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### AGENDA ITEM DESCRIPTION:

Staff is requesting final approval of the 2024 General Government Pay Structure and 2024 Police Step Plan as proposed in the attached Johnstown Compensation Study Final Report.

The purpose of conducting a compensation study is to gather statistically valid data from a defined market to provide a framework for setting internal rates that are sufficient to attract and retain employees.

The Town worked with an external consultant on this study for the purpose of obtaining an independent review and additional market insight. Several vendors were evaluated, and Laurie Graves of Graves Consulting was selected for her extensive knowledge of the Northern Colorado area. She came recommended from a significant number of Northern Colorado municipalities that use her services on a regular basis to research market data and recommend compensation guidelines for their organizations.

Based on feedback provided by Council, the compensation study examined data from twenty-seven public entities in the Northern Colorado area. Positions were then placed in grades based on the guidance from Council to target market rates. This means that positions were placed in a grade where the midpoint was at or near the market average for that position.

The attached final report shows all grades in the new 2024 General Government Pay Structure and 2024 Police Step Plan. This grade structure was created to provide a consistent and structured framework for compensation. Not all grades contain positions in 2024.

*The Community That Cares*

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Approving the 2024 General Government Pay Structure and 2024 Police Step Plan would authorize Staff to move all positions to at least the new minimum pay of their respective pay grade in 2024. Additional movement may be made within the grade based on experience and performance. All pay increases are included in the 2024 budget recommendations and are contingent upon fund allocation by Council.

The Town Council publically reviewed the compensation study at a work session on July 31, 2023; no public comments or concerns were forthcoming.

**LEGAL ADVICE:**

NA

**FINANCIAL ADVICE:**

NA

**RECOMMENDED ACTION:** Approve the 2024 General Government Pay Structure and 2024 Police Step Plan as proposed in the attached Johnstown Compensation Study Final Report.

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*Reviewed and Approved for Presentation,*



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Town Manager