



**CITY OF FORT LAUDERDALE  
City Commission Agenda Memo  
CONFERENCE MEETING**

**#18-1010**

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TO: Honorable Mayor & Members of the  
Fort Lauderdale City Commission

FROM: Lee R. Feldman, ICMA-CM, City Manager

DATE: October 9, 2018

TITLE: Job Classification and Compensation Study Consultant Update

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On July 12, 2016, the City Commission approved a contract with The Segal Company (Eastern States), Inc. to conduct a job classification and compensation study. The study included the following:

- Job Classification Analysis
  - Completion of Job Description Questionnaires (JDQs) by full-time, regular employees
  - Analyze JDQs and determine if employee is properly classed; recommend retitling of classification; recommend new titles
  - Develop Job Families/Career Ladders and Classification Structure
  - Draft new and revise job descriptions based on JDQs submitted by employees
- Market Assessment
  - Determine peer employers (public and private) and benchmark classifications (100 selected by city management)
  - Survey peer employers for salary, medical and other health related benefits, and retirement programs
  - Determine the City's total compensation cost to the market at the 75<sup>th</sup> percentile
- Recommendations Development – compensation policies and practices
  - Develop a recommended salary schedule
  - Recommend pay grade assignment for employees
  - Develop recommended pay policies
  - Determine cost impact to the City

The Segal Company (Eastern States), Inc. representatives will present findings to the Mayor and Commissioners and explain methodology used in each phase of the study.

**Attachments**

Exhibit 1 – Commission Agenda Memo 16-0829

Exhibit 2 – Segal Waters Final Briefing

Exhibit 3 – Human Resources Commission Briefing

Exhibit 4 – 2018 Total Comp - General Employees - Final Report - DB PLAN

Exhibit 5 - 2018 Total Comp - General Employees - Final Report - DC PLAN

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