

From: [Dan Wietecha](#)
Sent: Thursday, February 10, 2022 4:10 PM
Subject: Compensation & Classification Study

To All City Employees-

Earlier this week, the City Council approved a contract hiring Abdo to conduct a Compensation & Classification Study (Comp & Class), which will begin soon.

As an overly simplified explanation...

1. The study will compare the wages of our positions with similar positions at other cities. We want to make sure we are fair and competitive with the market.
2. The study will review and update position descriptions to reflect actual, current responsibilities. This will also be compared to the wage rates.
3. The study will analyze the knowledge, skills, and abilities inherent in each position in order to make sure we are consistent in how we pay positions within the chain of command of individual departments and in relative comparison across departments. This will also be used to make sure we uphold our commitment to pay equity principles.
4. The study should be completed in early summer, at which time the City Council will consider recommendations for implementing it. We won't know more about implementation until the study is further along, but the overall intent is to make sure we are paying people fairly, competitive with the market, and consistent with other positions.
5. You can expect communication and updates at appropriate milestones as the study progresses over the next few months.
6. And this process will include input from you.

Our next step is for the consultants at Abdo to meet with our Management Team next Friday. I'll have more to say afterwards.

Thank you.

Dan Wietecha

City Administrator

City of Hastings | City Hall | 101 4th Street East | Hastings, MN 55033

Direct: 651-480-2326 | Fax: 651-437-1654



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