







II. AREAS OF FOCUS

1. Wage Setting: Review the City's overall process for establishing compensation levels.
 - A. Citywide and bargaining group frequency
 - B. Peer benchmarking (criteria, peers, positions, etc.)
 - C. Wage setting (application of market data)
2. Overtime Utilization: Review overtime environment and usage.
 - A. Relevant regulations and MOU terms
 - B. Philosophy and approval process
 - C. Historical use and staffing levels

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III. TIMING

| Tasks | Feb | Mar | Apr | May |
|--|-----|-----|-----|-----|
| 1 Project Initiation: kickoff meeting and work plan finalization | ■ | | | |
| 2 Fact Finding: interviews, document review, and data gathering | | ■ | | |
| 3 Analysis: assessment of current processes and utilization | | | ■ | |
| 4 Reporting: preparation of draft and final reports | | | | ■ |

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