



SECTION 1. Compensation Philosophy: The Town of Oro Valley strives to provide an equitable compensation program for all employees. The Town's pay system provides a method to evaluate jobs based on internal equity, while also recognizing the relevant labor market as a determining factor in paying competitively.

SECTION 2. Preparation of Plan: The Town Manager shall ensure that a pay plan is created in order to attract, retain and motivate employees through financial compensation. This program will be designed to achieve internal equity, externally competitive market compensation, and to recognize and reward meritorious performance. In arriving at salary rates or ranges, consideration may be given, but not be limited to, prevailing rates of pay for similar work in other public or private employment in the Tucson metropolitan area or defined labor market, to current costs of living, to suggestions of Department Heads, to the Town's financial condition and policies, and to other relevant factors. The Town Manager, or the person or agency employed for that purpose, shall thereafter make such further studies of the pay plan as may be requested by the Town Council.

SECTION 3. Adoption of Plan: The pay plan shall be adopted and may be amended from time to time by action of the Town Council.

SECTION 4. Administrative Procedures: The Town Manager will ensure preparation of administrative directives to provide standard operational procedures in carrying out this policy. Changes to the procedures shall be authorized by the Town Manager.