

**CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION**

March 12, 2025

No. 25-32

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**RESOLUTION AUTHORIZING ACCEPTANCE OF A PROPOSAL WITH DDA  
HUMAN RESOURCES, INC. FOR COMPLETION OF A CLASSIFICATION AND  
COMPENSATION STUDY NOT TO EXCEED \$11,000**

**WHEREAS**, the City of Falcon Heights has not had a classification and compensation done previously and currently follows the State of Minnesota Job Classification System; and

**WHEREAS**, the City released a Request for Proposal (RFP) to qualified firms and outlined the proposed scope of work requested; and

**WHEREAS**, the City of Falcon Heights received proposals from ten (10) firms as a result of the RFP, which Staff then scored on criteria which included, but was not limited to, cost of services, approach to develop and implement a compensation system, and depth and breadth of experience specifically in municipal government operations; and

**WHEREAS**, the proposal receiving the highest score was received from DDA Human Resources with a total project price not to exceed \$11,000.

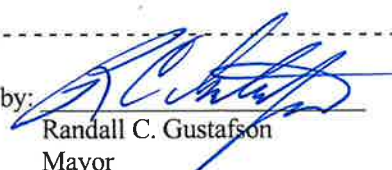
**NOW THEREFORE BE IT RESOLVED** by the Council of the City of Falcon Heights, Minnesota:

1. That the Mayor and the City Administrator are hereby authorized and directed to enter into a contract with DDA Human Resources not to exceed \$11,000 to act as consultant to complete the City's classification and compensation study not to exceed the City's budget.

**ADOPTED** this 9<sup>th</sup> day of April, 2025 by the City Council of Falcon Heights, Minnesota.

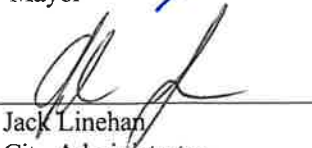
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Moved by: Wassenberg

Approved by:   
Randall C. Gustafson  
Mayor

GUSTAFSON  
LEEHY  
MEYER  
MIELKE  
WASSENBERG

5 In Favor  
0 Against

Attested by:   
Jack Linehan  
City Administrator