

RESOLUTION NO. 2022-12

A RESOLUTION OF THE CITY COUNCIL OF ELECTRIC CITY DECLARING THE INTENT OF THE CITY COUNCIL TO ADOPT POLICIES GOVERNING EMPLOYEE SALARIES AND MERIT INCREASES.

Recitals:

1. The City Council recognizes the need to address the rising cost of living as it relates to its employees' wages and salaries.
2. The City Council further recognizes the need to implement policies for employee evaluations and salary/wage increases related to performance.
3. The City Council desires to implement the policies set forth in this resolution related to employee wages, salaries, performance evaluations, and merit increases.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELECTRIC CITY AS FOLLOWS:

Section 1. The City Council directs staff to incorporate into the City's annual budget sufficient funds to cover a wage increase for all City employees reflective of a cost-of-living increase between 2.0% and a maximum of 4.5%, to be determined by the City Council. The City Council shall take action before December 1st of each year to establish the effective cost of living increase to be effective on January 1st of the ensuing year.

Section 2. The City Council further adopts the attached salary range step advancement chart for all City positions. Advancement to a higher step shall be based upon exemplary service. Exemplary service is defined as service/performance meeting and exceeding the work and conduct standards established by the Department Head and the Mayor, meeting and exceeding the requirements of the relevant job description, and superior performance. Advancement to a higher step requires adherence to departmental conduct standards and as evaluated by the Department Head or Mayor, continuing acceptable development of knowledge, skills, and abilities relating to the job being performed. Performance shall be documented following an annual performance evaluation by the employee's supervisor. A decision not to grant a step increase shall not be considered as a disciplinary action, but instead reflects the supervisor's determination that the employee is not currently meeting satisfactory work performance and conduct standards and has not demonstrated exemplary performance.

Section 3. Effective Date. This resolution shall take effect immediately upon its passage and adoption.

Passed by majority vote of the council in open meeting this 11th day of October, 2022.



Diane Kohout, Mayor

ATTEST:



Peggy Nevsimal, City Clerk/Treasurer