

RESOLUTION NO. 1922

A RESOLUTION PROVIDING FOR THE ADOPTION OF A REVISION TO THE PERSONNEL POLICIES AND PROCEDURES, 2010 EDITION, FOR THE CITY OF GARDNER, KANSAS.

WHEREAS, the City of Gardner now deems it advisable to update uniform personnel policies and procedures for employees of the City of Gardner; and

WHEREAS, it is the intent of the City Council of the City of Gardner to revise Section 5-107 "Economic Adjustments" and Section 5-108 "Merit Increases";

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF GARDNER, KANSAS:

SECTION ONE: Section 5-107 is amended to read as follows: Employees may receive a salary increase when a market adjustment is made to their job classification or to the overall pay plan structure. Economic market adjustments will be based on several factors including, but not limited to, an employee's compa-ratio, changes in the cost-of-living, changes and increases in salaries and benefits in similar cities for similar municipal job classifications, changes and/or increases in the cost of employee benefits, and the city's financial condition.

Based on an analysis of the market factors and upon the recommendation of the City Administrator, the City Council will determine if there should be a general economic adjustment to the salary range structure and set the percentage of increase. All employees will receive a percentage increase that is equal to the overall adjustment to the pay ranges when salary ranges are adjusted. Generally, adjustments to the salary ranges will take place at the beginning of the new fiscal year, however, the City may determine that a general adjustment to the ranges may begin at some other date as the City Council may determine.

SECTION TWO: Section 5-108 is amended to read as follows: Any merit pay increases based on performance shall be effective January 1 of the following fiscal year. Merit increases are granted based on the employee's performance evaluation, however, the performance evaluation may or may not result in a merit increase depending upon performance and available budgetary resources.

SECTION THREE: These updated Personnel Policies and Procedures, 2010 Edition, supersede any rules, regulations or policies in conflict herewith, and.

SECTION FOUR: This Resolution shall take effect and be in full force from and after its adoption by the Governing Body of the City of Gardner.

ADOPTED by the Governing Body of the City of Gardner, Kansas, this 4th day of May, 2015.

(SEAL)

CITY OF GARDNER, KANSAS

/s/ Chris Morrow
Chris Morrow, Mayor

Attest:

/s/ Jeanne Koontz
Jeanne Koontz, City Clerk