

ATTACHMENT A

PURPOSE – The proposed amendments to Section 12 of the Pay Ordinance (S-47689) is designed to authorize a retention cash award program for eligible employees in critical positions, positions that are difficult to retain, or positions that require a rare skill set.

New language to be included in the Pay Ordinance is identified in all capital letters. Deletions are indicated by strikethrough. For convenience all amendments, including formatting changes, are highlighted in yellow. Proposed language is as follows:

SECTION 12. Awards Programs

- (H) THE CITY MANAGER IS AUTHORIZED TO ESTABLISH A RETENTION INCENTIVE CASH AWARD NOT TO EXCEED SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$7,500.00) TO RETAIN EMPLOYEES IN CRITICAL POSITIONS, POSITIONS THAT ARE DIFFICULT TO RETAIN, OR POSITIONS THAT REQUIRE A RARE SKILL SET, WHEN IT IS IN THE BEST INTEREST OF THE CITY AS DETERMINED BY THE HUMAN RESOURCES DIRECTOR AND THE CITY MANAGER. EMPLOYEES RECEIVING THIS AWARD MUST MEET PERFORMANCE STANDARDS AS DETERMINED BY THE CITY MANAGER. RETENTION INCENTIVES MAY NOT BE AWARDED TO AN EMPLOYEE MORE THAN ONCE EVERY TWO YEARS AND EMPLOYEES MAY BE REQUIRED TO REPAY AWARDS IF THEY LEAVE THE CITY SOONER THAN TWO YEARS AFTER RECEIVING AN AWARD.