ORDINANCE NO. 2011-03

AN ORDINANCE APPROVING THE CITY OF MILLINGTON POSITION CONTROL BUDGET AND THE COMPENSATION POLICY FOR FISCAL YEAR 2011-2012

WHEREAS, The Board of Mayor and Aldermen of the City of Millington recognize that the City has many dedicated employees who work hard each day to deliver the best services possible to our citizens and that without these dedicated individuals the City would incur higher costs to deliver the same services; and

WHEREAS, The Board of Mayor and Aldermen want to compensate these individuals according to their value to the City; and

WHEREAS, The Board of Mayor and Aldermen recognize that we must all control costs and live within available resources and that this often results in lower compensation than employees may desire; and

WHEREAS, Sec. 12.06 of the Charter states "The salaries of all employees of the city shall be fixed by ordinance under a pay plan applying uniformly to all employees having similar responsibilities and doing like work" and the Fiscal Year 2012 Compensation Policy is designed as such a plan; and

WHEREAS, The Board of Mayor and Aldermen of the City of Millington desire to control costs by controlling the number of permanent full time employees, the hiring of part-time and temporary employees and the level of compensation for city employees; and

WHEREAS, As a part of the budget process, the City has developed a Position Control Budget, which is attached hereto and incorporated herein as Exhibit A; and

WHEREAS, The City of Millington desires to maintain a compensation policy which is fair and equitably administered for its employees; and

WHEREAS, This policy generally includes a 1% increase for Department Directors and their first tier subordinates and a 2% increase for all other eligible employees effective July 1, 2011; and

WHEREAS, This policy also establishes special salary rates and categories for the Fire and Police Departments; and

WHEREAS, This policy serves as a guide on pay matters for use throughout the City of Millington and is attached hereto and incorporated herein as Exhibit B; and

WHEREAS, This policy does not include provisions for a Holiday Stipend nor is it anticipated that any funds will be available for a Holiday Stipend; and

WHEREAS, This policy includes the salaries of all elected officials based on the rates established by Ordinance for each position prior to the last City Election and does not change any rate so established.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN, That the Fiscal Year 2012 Position Control Budget (PCB), which is attached hereto and incorporated herein as Exhibit A, is hereby adopted and that no department, office or elected official shall exceed the number of full-time employees by classification authorized by this PCB or the amount budgeted for said department for salaries and fringe benefits in the City's Operating Budget for Fiscal Year 2012.

BE IT FURTHER ORDAINED, That the Fiscal Year 2012 Compensation Policy, which includes the newly established Special Salary Schedules for POST-certified employees in the

Police Department and for shift fire-fighting employees in the Fire Department, which is attached hereto and incorporated herein as Exhibit B, is hereby adopted and that all salaries and/or hourly rates shall be in accordance with such policy. This Policy replaces what was formerly known as the General Pay Policies And Guidelines.

BE IT FURTHER ORDAINED, That the PCB and Operating Budget for Fiscal Year 2012 includes funds for the increase effective July 1, 2011 but funds are not available for any Holiday Stipend to be provided.

BE IT FURTHER ORDAINED, That the Compensation Policy exists as a fair and equitable system for administering pay for City of Millington employees and to provide clear, concise, procedures that are applied and utilized uniformly.

BE IT FURTHER ORDAINED, That the Compensation Policy is a guide on pay matters for Fiscal Year 2012. This policy is approved and shall be updated annually by the Board of Mayor and Aldermen. All employee compensation related adjustments and fringe benefits must comply with the fiscal year budget adopted by the Board of Mayor and Aldermen and/or this policy. The Personnel Director, subject to the approval of the Mayor, is authorized to make any necessary administrative interpretation concerning the Compensation Plan not inconsistent with any existing personnel law. This Compensation Policy supersedes previous salary policies, personnel systems, plans or guidelines and any related Ordinances and will remain in effect until a subsequent plan is approved by the Board of Mayor and Aldermen.

BE IT FURTHER ORDAINED, That part-time or temporary employees may only be hired and paid to the extent that funds have been included in the Fiscal Year 2012 Operating Budget.

BE IT FURTHER ORDAINED, That the Mayor and Finance Director are authorized to amend the Position Control Budget upon recommendation of the Personnel Director by reducing the classification of any vacant position and allowing the hiring of a lower classification employee.

BE IT FURTHER ORDAINED, That any previously adopted Ordinances which are in conflict with this Ordinance or its Exhibits are amended to the extent of any conflict.

BE IT FURTHER ORDAINED, That this Ordinance take effect on the latter of ten (10) days after final passage or July 1, 2011.

First Reading: May 16, 2011

Second Reading: June 6, 2011

Third Reading: June 20, 2011

Richard L. Hodges, Mayor

Bruce Rasmussen, City Clerk