

RESOLUTION 06-28

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF DEWEY-HUMBOLDT, ARIZONA, ADOPTING AN EMPLOYEE COMPENSATION PLAN.**

**WHEREAS**, in order to recruit and retain qualified employees, the Town desires to adopt a competitive compensation plan providing for appropriate salary, retirement and related benefits, and,

**WHEREAS**, the creation of an internally consistent compensation structure that recognizes the various responsibilities and duties of employees and different job classifications; and,

**WHEREAS**, the Town Council intends that the compensation of employees be based on performance of their duties and recognize increases in the basic cost of living, and,

**WHEREAS**, the Council met in Work Session on August 8, 2006 and reviewed the recommendation of the Employee Compensation Plan Ad Hoc Committee, and,

**WHEREAS**, Resolution 06-28 clarifies the policy that will be applied to the administration of the Town's salary and compensation for non-contract employees, and,

**WHEREAS**, Resolution 06-28 modifies only those portions of the compensation plan that are identified below.

**NOW THEREFORE BE IT RESOLVED:**

***Annual Cost of Living Adjustment (COLA)*** – For employees that have successfully completed their introductory period, an adjustment equal to 75% of the January to January Consumer Price Index - All Urban Consumers - increase to be retro-actively effective to July 1, 2006. This equates to a salary adjustment of 3 percent (4% times .75).

***Other salary Adjustments – Merit Pay and Bonuses*** – That the Town Manager may grant Merit Pay (an increase to the employee's base salary) and Bonuses (a one time payment) to Town employees up to a maximum of 5% of an employee's annual salary in any given fiscal year. Any such increases will be based on performance appropriate to the employee's duties. Periodic reports to the Council as to the basis for such increases will be made. Such adjustments will be subject to available appropriations as identified in the Adopted Budget.

**Salary Ranges** – Salary ranges for all Town job classifications will be set at 30 percent from the minimum to maximum amount. The hiring range is set at the minimum monthly salary to the mid-point of the range. The Town Manager may request authorization from the Council to hire above the mid-point if it is deemed necessary.

Beginning July 1, 2006, Salary Ranges for existing job classifications are as follows:

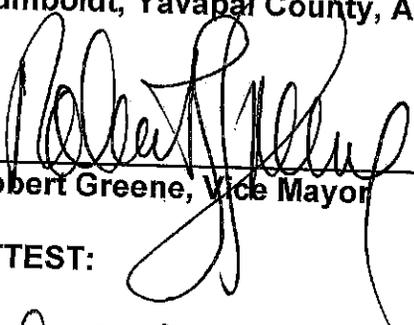
Town Manager \$5,616 to \$7,301

Town Clerk and Building Official \$3,536 to \$4,597

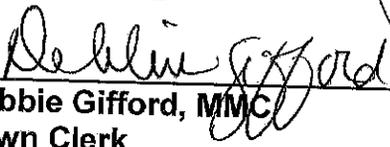
Building Inspector, Public Works and Admin. Assistant \$2,704 to \$3,515

Holidays – 10 holidays are observed by the Town: New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving and Friday following and Christmas Day.

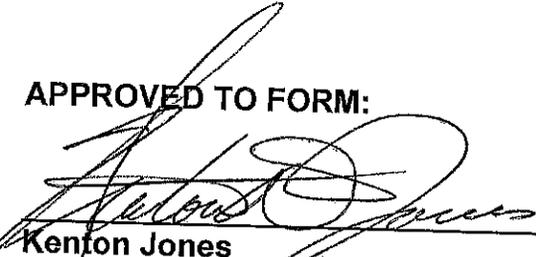
**PASSED AND ADOPTED** by the Common Council of the Town of Dewey-Humboldt, Yavapai County, Arizona, this 15 day of August, 2006.

  
\_\_\_\_\_  
Robert Greene, Vice Mayor

ATTEST:

  
\_\_\_\_\_  
Debbie Gifford, MMC  
Town Clerk

APPROVED TO FORM:

  
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Kenyon Jones  
Town Attorney