Resolution amending the Employee Handbook for hiring provisions of Property Appraiser Trainee.

RESOLUTION

WHEREAS, Resolution #13-0836 approved the Employee Handbook, and

WHEREAS, Resolution #14-0436 approved the pay and class study for non-represented and SEIU employees effective July 1, 2014 and

WHEREAS, the City Assessor's office had a past practice of providing a reduced Trainee starting wage of five percent for new Property Appraisers to allow time to attain the required certifications, and

WHEREAS, past practice provided a step increase to the position of Property Appraiser upon receipt of the required State Certifications, and

WHEREAS, the incumbent was hired as a Property Appraiser Trainee at a reduced starting wage, and

WHEREAS, the Trainee provision allowing a step increase upon receipt of State Certifications was not contained within the Employee Handbook, and

WHEREAS, it is the recommendation of Human Resources to reinstate the Trainee provision and provide the incumbent with a step increase as Property Appraiser.

NOW THEREFORE BE IT RESOLVED that the new Property Appraisers without State Certifications be hired as a Trainee rate representing 5% less than step one of the Property Appraiser.

BE IT FURTHER RESOLVED that upon attainment of the required State Certification the Trainee shall receive the five percent increase to step one of the Property Appraiser Classification.

BE IT FURTHER RESOLVED that the incumbent Property Appraiser Josh Benrud shall be placed at step 2 effective November 14, 2014 to reflect the attainment of the required State Certification

BE IT FURTHER RESOLVED that the Director of Finance, Director of Human Resources and the City Assessor are hereby authorized and directed to take all necessary steps to implement this resolution.

BE IT FURTHER RESOLVED that funding for the step increase in 2014 shall be taken from the 2014 Assessors Office operating budget salary and benefits account.

BE IT FURTHER RESOLVED that funding for 2015 shall come from the salary increase account.