

RESOLUTION NO. 1516

A RESOLUTION ADOPTING AMENDMENTS TO THE CITY OF TROUTDALE PERSONNEL POLICIES, PROCEDURES AND RULES HANDBOOK AND THE MANAGEMENT AND NON-REPRESENTED EMPLOYEES POLICY MANUAL:

THE TROUTDALE CITY COUNCIL FINDS AS FOLLOWS:

1. It is standard operating procedure for employers to allow employees to use the employers resources, such as computers, copy machines, cell phones and telephones, for the employees' personal use, in limited circumstances.
2. The City of Troutdale strives to provide compensation and benefit packages to City employees that are competitive in the market. Because the market offers employees the benefit of using their employers resources for personal use, in limited circumstances, the City of Troutdale desires to extend its compensation package to include similar benefits.
3. Extending the City's compensation package to include limited use of City resources will be less disruptive and more efficient for the City.
4. The City of Troutdale Personnel Policies, Procedures and Rules Handbook, and Management and Non-Represented Employees Policy Manual governs the compensation and benefits the City provides its officers and employees.
5. The Council desires to amend the Personnel Policies, Procedures and Rules Handbook, and Management and Non-Represented Employees Policy Manual such that officers and employees will be granted the benefit of using City resources in limited circumstances, which will be identified in standard operating procedures.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF TROUTDALE

Section 1. Section VI, General Policies and Procedures, of the City of Troutdale Personnel Policies, Procedures, and Rules Handbook is amended by adding the following new paragraph R; to read as follows:

R. Additional Benefits

1. The City Administrator may issue Standard Operating Procedures (SOP's) granting benefits to City employees in addition to those contained in this Handbook, a collective bargaining agreement, or the "Management, Non-represented Employees Policy Manual" subject to the following:
 - a) The additional benefits result in little, if any, additional cost to the City.

- b) The additional benefits result in little, if any, additional liability or exposure to risk for the City.
 - c) The additional benefits are similar to those granted by other public or private employers.
2. The City Administrator may modify or rescind any benefit granted in accordance with this paragraph as the Administrator deems necessary.

Section 2. Subsection II, E, of The City of Troutdale Personnel Policies, Procedures and Rules Handbook is amended to read as follows:

E. Compensation shall be based on principles of fairness and financial ability of the City. Employees shall be compensated from a pay range based on a median pay policy whereby the City pays a comparable rate for comparable work by most comparable employers. The City reserves the right to reduce service levels and to reclassify, reassign, or lay off personnel if financial constraints so necessitate. The City will provide such benefits as it deems necessary to remain competitive as an employer in attracting, retaining and motivating good employees; and to recognize outstanding ability or different responsibilities among employees or classes of employees. Benefits may include the use of City resources in accordance with standard operating policies that are to be approved by the City Administrator. Establishment of the ranges within this pay policy and benefits programs shall be reserved to the City Administrator.

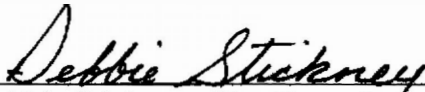
Section 3. Paragraph 2, Pay Plan and Compensation, Subsection A, Compensation Plan, of the City of Troutdale Management, Non-Represented Employees Policy Manual is amended by adding the following new subsection .6 to read as follows:

.6 Fringe Benefits may include the use of City resources in accordance with standard operating policies that are approved by the City Administrator.

YEAS: 5
 NAYS: 0
 ABSTAINED: 0


 Paul Theobald, Mayor

Dated: 8-23-00


 Debbie Stickney, City Recorder

Adopted: 8-22-00