

RESOLUTION NO. 102416-4

**A RESOLUTION APPROVING LONGEVITY PAY PER SECTION 13.16 OF THE EMPLOYEES POLICIES AND GUIDELINES OF THE CITY OF ABILENE, KANSAS**

WHEREAS, the governing body has previously adopted the Employees Policies and Guidelines of the City of Abilene, Kansas, and subsequent amendments thereto; and

WHEREAS, Section 13.16 of the Employees Policies and Guidelines provides that the governing body may grant discretionary longevity pay subject to the availability of funds for said purpose.

NOW, THEREFORE BE IT RESOLVED, by the City Commission of the City of Abilene, as follows:

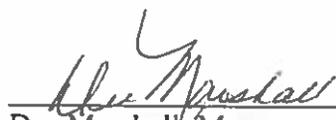
**SECTION ONE. Longevity Pay Approved.** That Longevity Pay is hereby authorized to be paid to eligible employees of the City of Abilene, Kansas as provided in Section 13.16 of the Employees Policies and Guidelines.

**SECTION TWO. Implementation.** The City Manager is hereby authorized to implement the provisions of this Resolution as provided in applicable resolutions, ordinances and laws.

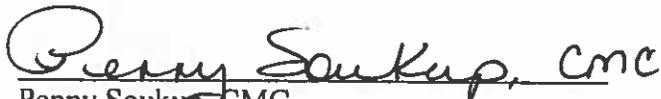
**SECTION THREE. Effective Date.** That the effects of this Resolution shall be in full force and effect after its adoption by the governing body.

PASSED AND APPROVED by the Governing Body of the City of Abilene, Kansas this 24th day of October, 2016.



  
Dee Marshall, Mayor

ATTEST:

  
Penny Soukup, CMC  
City Clerk



**MEMORANDUM**

**TO:** City Commission  
**FROM:** David Dillner, City Manager  
Penny Soukup, HR Director  
**SUBJ:** 2017 Pay Plan Adjustments and Longevity Pay  
**DATE:** October 24, 2016

**ISSUE:**

Adoption of the 2017 pay plan and approval of the 2016 longevity pay.

**BACKGROUND:**

The City's Pay Plan is periodically updated to reflect changes in the cost of living based on the Consumer Price Index for the Mountain Plains area. Updating the Pay Plan with cost of living adjustments (COLA) allows the City to ensure that its Pay Plan remains competitive and also helps ensure that employees' pay move up when inflationary forces would otherwise reduce the buying power of employee pay.

Staff is recommending an update to the Pay Plan of 1%. The proposed adjustment to the Pay Plan would become effective as of January 1, 2017 if approved by the City Commission. In addition to the COLA, employees will be eligible for a merit increase equal to one step on the Pay Plan based on the employees annual performance review. The 2017 Budget includes an overall increase of 3.5% for the employees pay and benefits package, which includes wages, KPERS & KP&F, participation in a 457 plan, Employee health plan and wellness plan, FICA, Medicare, workers compensation insurance and unemployment insurance.

Per the Personnel Policy, the City Commission may grant discretionary longevity pay permitting funds are available. If the City Commission elects to grant the longevity pay, classified full time employees will receive the pay provided they have completed at least five consecutive years of service with the City. Time of services shall considered as of October 30th of the year and longevity will be paid on November 18th. Employees must still be active employees. The schedule of the benefit is as follows:

**Years of Service:**

5 through 9:	\$200.00
10 through 14:	\$400.00
15 through 19:	\$600.00
20 through 24:	\$800.00
25 and over:	\$1,000.00

Longevity pay of \$16,700 was budgeted for the 2016 budget.

**RECOMMENDATION:**

Staff recommends approving the COLA, merit and longevity as they were all included in the 2016 and 2017 Budgets.

**FISCAL NOTE:**

Staff estimates that the maximum cost of implementing the COLA and merit along with the health insurance, KPERS, KP&F, FICA, Workers Compensation and unemployment insurance will be \$78,628.00. The cost for longevity will be \$16,700.00 from the 2016 Budget.

**ATTACHMENTS:**

- 2017 Pay Plan