

ATTACHMENT B

RESOLUTION ADOPTING CHANGES TO TOWN OF CARRBORO POSITION CLASSIFICATION AND PAY PLAN

WHEREAS, the Board of Aldermen has adopted a comprehensive position classification and pay plan for the Town of Carrboro;

WHEREAS, the Board of Aldermen desires to provide all Town employees an annual salary at or above the local Minimum Housing Wage; and

WHEREAS, the Town Manager has submitted a budget for FY 2014-15 with proposed changes to the Position Classification and Pay Plan;

**NOW, THEREFORE, THE BOARD OF ALDERMEN OF THE TOWN OF
CARRBORO RESOLVES:**

- Section 1. The Position Classification and Pay Plan is hereby modified as follows:
- a. The position of Program Support Assistant II in the Fire and Rescue Department, Salary Grade 4, is increased from .5 to 1.0 FTE;
 - b. The Part-Time Temporary support position in Police Department is eliminated and a 1.0 FTE Program Support Assistant I, Salary Grade 2, is established in the Police Department; and,
 - c. The position of Assistant to the Town Manager, Salary Grade 14, is increased from 1 to 2 FTEs;

Section 2. Merit Pay will be provided to full-time employees in the form of a fixed dollar amount based on the employee's Annual Performance Review rating and whether the employee is earning below or above the Minimum Housing Wage annual salary of \$31,158. This fixed dollar amount will be added to the employee's base salary and awarded to employees using the following criteria:

	Outstanding Performance Rating	Proficient Performance Rating
Employee with Annual Salary Below \$31,158	\$ 1,500	\$ 1,000
Employee with Annual Salary at or Above \$31,158	\$ 1,000	\$ 500

Permanent part-time employees shall be awarded merit pay on a pro rata basis using the criteria as noted above.

Section 3. New employees hired on or after July 1, 2014 shall be hired at an annual salary that is not less than the lowest paid person in the same position at the time of hiring.

Section 4. All other provisions of the Position Classification and Pay Plan remain unchanged.

Section 5. The Human Resources Director shall revise the Position Classification and Pay Plan to reflect the changes in Section 1 through Section 3.

Section 6. This resolution shall become effective July 1, 2014.