

**City of Fayetteville Staff Review Form**

**2015-0668**

**Legistar File ID**

**1/5/2016**

City Council Meeting Date - Agenda Item Only  
N/A for Non-Agenda Item

Don Marr

12/29/2015

Mayors Administration /  
General Government Department

**Submitted By**

**Submitted Date**

**Division / Department**

**Action Recommendation:**

A Resolution to authorize the payment of a one time service award to any elected official who is topped out within their salary range.

**Budget Impact:**

1010.0210.51XX.XX

General Fund

Account Number

Fund

Project Number

Project Title

**Budgeted Item?** Yes

Current Budget \$ 305,588.00

Funds Obligated \$ -

Current Balance **\$ 305,588.00**

**Does item have a cost?** Yes

Item Cost \$ 4,349.00

**Budget Adjustment Attached?** NA

Budget Adjustment

Remaining Budget **\$ 301,239.00**

V20140710

Previous Ordinance or Resolution # \_\_\_\_\_

Original Contract Number: \_\_\_\_\_

Approval Date: \_\_\_\_\_

Comments:



## CITY COUNCIL AGENDA MEMO

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**To:** Mayor Lioneld Jordan and City Council members  
**Thru:** Mayor Jordan  
**From:** Don Marr, Chief of Staff  
**Date:** December 29, 2015  
**Subject:** Compensation for Elected Officials

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### **PROPOSAL:**

Listed below are the (salary) sections of the elected officials. The ordinance requires that we come to council to pay anything above the top of the salary range. For the last two (2) years during the salary implementation for City employees, Employees who were topped out received a one time (non-guarantee each year) service award if approved by the City Council so that this did not get in their base pay, but yet rewarded our most senior employees for their dedication in service and contributions to the City's performance. All employees received this in 2015.

The elected officials pay is determined each January and is driven by the ordinance language listed below.

### **31.18 District Judge Compensation**

- (A) The District Judge of Fayetteville's compensation shall fall within the current pay range determined by the most recent public sector survey conducted by the city, or independent survey contractor and any applicable state law.
- (B) Annually at the first payroll period coincident with or first following January 1st, a pay adjustment will be made equal to the average percentage pay increase granted to regular full time non-civil service city employees during the previous calendar year.
- (C) Cumulative annual pay increases over time may not cause the salary level to exceed the salary range for the position without City Council approval.

**31.30 Office Of City Clerk-Treasurer****(E) Salary.**

(1) The salary for a newly elected or appointed City Clerk-Treasurer shall be the same as the salary was for the outgoing City Clerk-Treasurer.

(2) Upon re-election to the same position, the official shall retain their existing pay level.

(3) Annually at the first payroll period coincident with or first following January 1st, a pay adjustment will be made equal to the average percentage pay increase granted to regular full-time non civil service city employees during the previous calendar year.

(4) Cumulative annual pay increases over time may not cause the salary level to exceed the salary range for the position without City Council approval.

**31.45 City Attorney; Legal Department****(G) Salary.**

(1) The salary for a newly elected or appointed City Attorney shall be the same as the salary was for the outgoing City Attorney.

(2) Upon re-election to the same position, the official shall retain their existing pay level.

(3) Annually at the first payroll period coincident with or first following January 1st, a pay adjustment will be made equal to the average percentage pay increase granted to regular full-time non civil service city employees during the previous calendar year.

(4) Cumulative annual pay increases over time may not cause the salary level to exceed the salary range for the position without City Council approval.

**Recommendation:**

It is recommended that any elected official who is topped out should receive the one time service award if all other City staff received such award, and provided it is approved by the City Council. Only the City Clerk, City Attorney and District Judge have a cap on the payout. The Mayor's position and the Alderman's pay does not have this restricted cap (outlined below). So to be fair to all City officials/officers, it is recommended that any elected official who is at the top of the wage range, be paid the calculated amount as a one time payment and only if approved annually by the City Council.

**31.16 Aldermen, Compensation – (Has no Cap)**

- (A) Compensation for each alderman shall be in the amount of \$1,042.00 per month without regular city benefits, except that aldermen may elect to participate in the City health insurance plan as a separate defined class.
- (B) (B) The amount in subsection (A) shall be automatically changed annually in January in a percentage amount equal to the percentage change, if any, in the compensation of the Mayor. This automatic change may be waived by the City Council upon adoption of an appropriate Resolution.

**31.17 Mayor's Compensation (has no cap)**

Compensation for the mayor shall be as follows:

- (A) The base salary shall be set at a level that is 5% greater than the average of the salaries of each chief and the department directors reporting to the Mayor.
- (B) The salary shall be adjusted one time per year, as provided above, at the payroll period coincidental with or following January 1st. The mayor may waive for himself or herself this salary adjustment by filing such written waiver with the City Clerk no later than January 3rd of the affected year.
- (C) Termination and replacement of an employee in the positions designated above is not cause for a pay increase or decrease at the time of such action.
- (D) A newly elected mayor shall make an irrevocable election in writing during his or her first two months in office whether or not to be paid an annual automobile allowance of \$5,000.00 in equal monthly installments during the mayor's term of office. If a mayor does not make such election in writing, the automobile allowance shall not be paid during the mayor's term of office.

**BUDGET IMPACT:**

The cost to the City would be the average percentage pay increase granted to regular full-time non civil service city employees during the previous calendar year which for the increases of 2016, this would be a 3.49% increase for any elected official who is topped out.