



# CITY OF SAINT PAUL

## ALASKA

### MEMORANDUM TO COUNCIL

**TO:** Mayor and City Council Members

**FROM:** Phillip Zavadil, City Manager

**CC:** Aubrey Wegeleben, City Clerk; Stephanie Mandregan, Finance Director

**DATE:** August 16, 2024

**RE:** Resolution 24-12 – A Resolution Affirming Council Review of Revisions to City Personnel Policy 03.06 – Differential Pay

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**SUMMARY:** Resolution 24-13 affirms Council review of revisions to City Personnel Policy 03.06 – Differential Pay. The updated policy affirms and allows for flexibility with compensating employees that perform secondary duties on a permanent basis.

**PREVIOUS COUNCIL ACTION:** The last time that the Council reviewed changes to this policy was in 2018.

**BACKGROUND AND DISCUSSION:** City Personnel Policy 03.06 – Differential Pay is being revised to include the current practice of providing differential pay to emergency dispatchers that work the graveyard and weekend shifts. Additionally, the City has had difficulty finding reliable and qualified employees to fill positions which has led to some current employees filling in and performing multiple duties for long periods of time. Adding the option for differential pay for employees that are willing and able to perform secondary duties outside of their primary duties on a permanent basis will provide both the City and its employees flexibility to allow for additional compensation to perform secondary duties.

**ALTERNATIVES:** City Council could choose not to approve this resolution.

**FINANCIAL IMPLICATIONS:** There is an undetermined cost savings to the City by allowing flexibility with compensating employees that perform secondary duties on a permanent basis.

**LEGAL:** Legal counsel has reviewed the revisions to this policy.

**ADMINISTRATION COMMENTS AND RECOMMENDATION:** Approval of this Resolution is recommended.

**PROPOSED MOTION:** I move to approve Resolution 24-13.

**ATTACHMENTS:** Resolution 24-13, Proposed amended City Personnel Policy 03.06.