

RESOLUTION NO. 01-15

A RESOLUTION OF THE CITY OF LAKE ALFRED, FLORIDA AMENDING RESOLUTION NO. 08-14 TO ADD AND DELETE CERTAIN PROVISIONS PERTAINING TO THE EMPLOYEE INCENTIVE PROGRAMS REGARDING TUITION REIBURSEMENT, COMMERCIAL DRIVER'S LICENSE (CDL) ASSISTANCE AND EDUCATION INCENTIVE PAY FOR ELIGIBLE CITY EMPLOYEES, AND PROVIDING FOR SEVERABILITY, REPEAL, ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in November, 2013, the City Commission adopted Ordinance 1328-13 revising the City of Lake Alfred Personnel Manual and Employee Handbook and provided that Employee Incentive Programs regarding Tuition Reimbursement, Commercial Driver's License (CDL) Assistance and Education Incentive Pay could be established by Resolution; and

WHEREAS, in July, 2014, the City Commission of the City of Lake Alfred adopted Resolution No. 09-14 which established Employee Incentive Programs regarding Tuition Reimbursement, Commercial Driver's License (CDL) Assistance, and Education Incentive Pay for eligible employees as determined by the City Manager; and

WHEREAS, the City Commission finds that amending certain provisions of these Employee Incentive Programs better enhances the value of the City's work force by encouraging employees to invest in themselves and the City by furthering their education and job skills; and

WHEREAS, the City Commission wishes to reward employees that have invested in themselves by furthering their education and job skill abilities and to encourage other employees to do so and makes the following amendments as more particularly set forth herein;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF LAKE ALFRED, FLORIDA:

SECTION 1. Sections 4-22, 4-23, and 4-24 of the City's Personnel Manual and Employee Handbook regarding Employee Incentive Programs are hereby amended to further define and revise provisions pertaining to Tuition Reimbursement, Commercial Driver's License (CDL) Assistance, and Education Incentive Pay (language stricken is shown in ~~strikethrough~~ format; language added is shown as underlined format):

4-22. Tuition Assistance Program

A Tuition Assistance Program for eligible employees as determined by the City Manager is hereby established in accordance with the following provisions:

1. Tuition Reimbursement will be limited to degree seeking courses at a "regionally accredited" Florida ~~Public State~~ University.

2. ~~The amount of funding available to the program~~benefit amount to each Employee will be based on~~limited by the budgeted amount within the "Tuition Assistance" line item in the City's Budget in a given fiscal year.~~
3. Employees that leave employment with the City ~~anytime within one year of receiving the tuition reimbursement must repay the full amount to the City.~~

4-23. Commercial Driver's License (CDL) Assistance Program

A Commercial Driver's License (CDL) Assistance Program for eligible employees as determined by the City Manager is hereby established in accordance with the following provisions:

1. CDL Assistance will be limited to positions within the City that will benefit from having a Commercial Driver's License, as determined by the City Manager.
2. ~~The amount of CDL assistance opportunities will be based on~~funding available to the program will be limited by the budgeted amount within the "CDL Assistance" line item in the City's Budget in a given fiscal year.
3. Employees that leave employment with the City anytime within a one year of receiving the CDL Assistance must repay the full amount to the City.

4-24. Education Incentive Pay Program

An Education Incentive Pay Program for eligible employees as determined by the City Manager is hereby established in accordance with the following provisions:

1. Education Incentive Pay shall be tiered and provided monthly based upon the highest degree obtained:
 - i. Associate Degree
 - ii. Bachelor Degree
 - iii. Master Degree
2. The rate of incentive pay shall be established and amended by departmental policy subject to City Commission approval of funding within the budget to cover the cost of the incentive pay. ~~Notwithstanding the foregoing, the amount of incentive pay provided to a respective degree tier shall not exceed the greater of \$25 or 50% of the amount in the previous tier (e.g. a Master Degree could not exceed \$75 a month if the Bachelor Degree tier was \$50 a month) and in no case shall the monthly incentive pay be greater than \$200 for any degree tier.~~
3. Education Incentive Pay shall be given for degrees obtained from a "regionally accredited" university.
4. The City shall not provide education incentive pay to employees that are already being provided with incentive pay for their respective degrees through a different program, agency, or requirement. Should the City's incentive pay be greater than

that of the amount provided from the other source, the City shall provide the difference up to the full amount established within this program.

SECTION 2. The City Manager shall be responsible for the implementation and execution of the amended Employee Assistance Programs established herein and shall develop, by departmental policy, additional guidelines and/or provisions that are designed to enhance, supplement, manage, and direct the amended Employee Incentive Programs established herein.

SECTION 3. If any section or portion of a section of this Resolution proves not to be valid, unlawful or unconstitutional, it shall not be held to invalidate or impair the validity, force or effect of any other section or part of this Resolution.

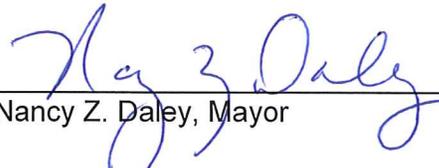
SECTION 4. All Resolutions inconsistent with this Resolution are repealed to the extent necessary to give this Resolution full force and affect.

SECTION 5. Any provision in this Resolution may be renumbered or relettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the City Manager or his designee, without need of consideration by the City Commission, by filing a corrected or recodified copy of same with the City Clerk.

SECTION 6. This Resolution shall take effect immediately upon passage.

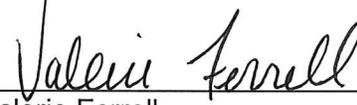
INTRODUCED AND PASSED by the City Commission of the City of Lake Alfred, Florida, in regular session this 5th day of January, 2015.

**CITY OF LAKE ALFRED, FLORIDA
CITY COMMISSION**



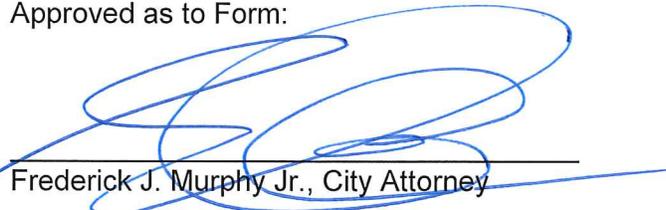
Nancy Z. Daley, Mayor

Attest:



Valerie Ferrell
Interim City Clerk

Approved as to Form:



Frederick J. Murphy Jr., City Attorney