

Notice of Hearing: \_\_\_\_\_  
Date of Hearing: \_\_\_\_\_  
Date Adopted: \_\_\_\_\_  
Date Published: \_\_\_\_\_  
Date Effective: \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION ESTABLISHING A PAY-FOR-PERFORMANCE PROGRAM FOR THE CITY COUNCIL APPOINTED POSITIONS OF BUDGET ANALYST, CITY CLERK, INTERNAL AUDITOR, INTERNAL AUDIT MANAGER, AND LEGISLATIVE/OPERATIONS MANAGER.

WHEREAS, Section 2.08 of the Charter of the City of Sioux Falls authorizes the City Council to appoint an officer of the City who shall oversee the operations of the City Clerk's Office and therefore shall carry the title City Clerk; and

WHEREAS, Section 2.10 of the Charter of the City of Sioux Falls authorizes the City Council to provide for an independent audit of all City accounts and may provide for more frequent audits as necessary; and

WHEREAS, the Internal Audit Manager and Internal Auditor will have structural reporting authority to the Council's Audit Committee; and

WHEREAS, the Budget Analyst will have structural reporting authority to the Council's Fiscal Committee; and

WHEREAS, the City Clerk and Legislative/Operations Manager will have structural reporting authority to the Council's Operations Committee; and

WHEREAS, the City Council will maintain market-competitive salary range and a pay-for-performance program for the positions of Budget Analyst, City Clerk, Internal Auditor, Internal Audit Manager, and Legislative/Operations Manager; and

WHEREAS, the City Council shall determine the scope and nature of the work of the Budget Analyst, City Clerk, Internal Auditor, Internal Audit Manager, and Legislative/Operations Manager;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF SIOUX FALLS, SD:

1. The 2013 biweekly salary ranges for the Budget Analyst shall be as follows: biweekly minimum range—\$1,974.40; maximum—\$2,781.60.
2. The 2013 biweekly salary ranges for the City Clerk shall be as follows: biweekly minimum range—\$1,974.40; maximum—\$2,781.60.
3. The 2013 hourly salary ranges for the Internal Auditor shall be as follows: hourly minimum range—\$19.97; maximum—\$27.76.
4. The 2013 biweekly salary ranges for the Internal Audit Manager shall be as follows: biweekly minimum range—\$2,034.40; maximum—\$2,885.60.
5. The 2013 biweekly salary ranges for the Legislative/Operations Manager shall be as follows: biweekly minimum range—\$2,338.40; maximum—\$3,366.40.
6. The City Council appointed employees' salaries will be modified on the first pay period of the calendar year to reflect any adopted inflation adjustment to the assigned salary range.
7. Performance-based increases shall be recommended by the respective Council Committee having structural authority and approved by the City Council. The performance increase shall be in addition to any inflation adjustment, both being retroactive to the beginning of 2013.
8. Performance shall be assessed annually based on the following three-level scale of performance: exceeds performance expectations, meets expectations, and failed to meet expectations.
9. Evaluative criteria will address any or all of the following key competencies when determining the level of performance: demonstrated leadership and teamwork, effective performance management of subordinate staff, effective fiscal and operational management of defined responsibilities, effective communication, and City business knowledge.
10. The Director of Human Resources shall assist the City Council in administering the salary and pay-for-performance program and for the purposes of advising market-based pay recommendations and adherence to federal, state, and City employment practices.
11. The City Council may modify the provisions relating to the performance pay guidelines in any one calendar year based on budgetary reasons or at their discretionary authority.

Date adopted: \_\_\_\_\_.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk