

## RESOLUTION #2004-20

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF VALLEY GRANDE, ALABAMA, that the following salary schedule be adopted for full time salaried positions of the City of Valley Grande, effective October 18, 2004;

### City of Valley Grande Professional Staff Salary Schedule

Step #	Annual Salary
0	21,729
.5	22,843
1	23,956
1.5	25,184
2	26,412
2.5	27,766
3	29,120
4	30,576
5	32,105
6	33,710
7	35,395
8	37,165
9	39,023
10	40,975

- Initial Step Placement shall be based upon prior experience and qualifications as determined by the Mayor / Council.
- The Mayor shall, based upon employee evaluation, recommend to the Council employee advancement on the salary schedule of not less than a half step (up to Step #3), nor greater than a full step in any single calendar year.
- Advancement to Step #6 shall require appropriate professional certification earned by the employee (i.e. City Clerk must have acquired "Certified Municipal Clerk" status prior to advancement to Step #6).
- The following additional benefits shall be available to each full-time salaried employee:

Sick Leave: One day for each month of employment up to a maximum accrual of 30 days.

Vacation: Employees shall accrue vacation at the rate of ½ day per month for Steps #0 – 3, and 1 day per month for Steps #4 – 7, and 1 ½ days per month for Steps #8 – 10.

Personal Leave: All employees may take up to 3 days per year for personal business and / or emergencies.

- All Leave / Vacation must be scheduled and approved by the Employee's Immediate Supervisor.

The following holidays shall be included for all salaried employees:

<u>Holiday</u>	<u>Always falls on</u>
New Years Day	January 1
Robert E. Lee / Martin Luther King, Jr.	3 <sup>rd</sup> Monday in January
George Washington / Thomas Jefferson	3 <sup>rd</sup> Monday in February
National Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	1 <sup>st</sup> Monday in September
Columbus Day / American Indian Heritage Day	2 <sup>nd</sup> Monday in October
Veteran's Day	November 11
Thanksgiving	4 <sup>th</sup> Thursday in November
Day after Thanksgiving	4 <sup>th</sup> Friday in November
Christmas Day	December 25

ADOPTED THIS 18<sup>TH</sup> DAY OF OCTOBER, 2004

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Tom Lee, Mayor

ATTEST:

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Virginia R. Webb, City Clerk