



## Legislation Details (With Text)

**File #:** 12-0194      **Version:** 1      **Name:** Personnel Rules and Regulation Amendments  
**Type:** Resolution      **Status:** Passed  
**File created:** 6/6/2012      **In control:** City Council  
**On agenda:** 6/12/2012      **Final action:** 6/12/2012  
**Title:** Approval of changes to Personnel Rules and Regulations regarding pay periods and electronic deposits.  
**Sponsors:** Human Resources  
**Indexes:** Not applicable  
**Code sections:**  
**Attachments:** 1. Personnel Board Meeting May 18 2012 and poll May 25

Date	Ver.	Action By	Action	Result
6/12/2012	1	City Council	adopted	Pass

Approval of changes to Personnel Rules and Regulations regarding pay periods and electronic deposits.

**SUMMARY:**  
**ADDENDUM TO PERSONNEL RULES AND REGULATIONS**  
**EFFECTIVE JULY 1, 2012**

### **BI-WEEKLY PAY PERIOD**

Effective July 1, 2012, all Firefighters currently employed by the City of Crossville will work a 7 day work period (53 hours) and will be paid on a bi-weekly pay period. Overtime will be paid for hours worked over 53 hours as long as no vacation or sick time has been taken in that seven (7) day period.

Effective July 1, 2012, and forward, all new firefighters will have a fourteen (14) day work period and will be paid bi-weekly. New firefighters must work one hundred six hours (106) in a fourteen (14) day period without any sick or vacation time being taken in that period.

Effective July 1, 2012, the City of Crossville will be going to a bi-weekly (14 day) period from a weekly (7 day) period. All hourly employees will be paid for any overtime worked in a seven day period, provided no sick or vacation time had been taken, at the end of the (14) day work period. Overtime will be paid to Police once they have worked eighty-six (86) hours in a fourteen (14) day period without taking any vacation or sick time in that fourteen (14) day period.

### **ELECTRONIC DEPOSIT**

Effective July 1, 2012, and forward, all City employees (salaried, hourly, part-time, seasonal, Councilmen, and Commissioners) will be required to have their payroll checks electronically deposited in a checking, savings, loan etc, account at the bank of their choosing

**NECESSARY COUNCIL ACTION:**

Approve the addendum to the Personnel Rules and Regulations to be in compliance with the pay periods for the City of Crossville and mandatory electronic deposit of pay checks.