

**ORDINANCE No. 2017-284  
CITY OF SHOREACRES, TEXAS**

AN ORDINANCE AMENDING SECTION 2-102 OF THE SHOREACRES CITY CODE PROVIDING FOR INCENTIVE PAY TO EMPLOYEES OF THE CITY OF SHOREACRES, TEXAS; CONTAINING A SEVERABILITY CLAUSE; PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF; MAKING VARIOUS FINDINGS AND PROVISIONS RELATING TO THE SUBJECT; FINDING COMPLIANCE WITH THE OPEN MEETINGS LAW; AND PROVIDING AN EFFECTIVE DATE HEREOF.

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NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SHOREACRES:

That section 2-102 of the Shoreacres City Code is hereby amended to read as follows:

**Sec. 2-102. - Incentive pay.**

(a) *Definition(s).*

*Incentive pay* means a form of compensation in addition to the employee's regular wages and salary; earned by an employee's achievement of a defined standard.

(b) *Eligibility.* Certification incentive pay shall only be available to the city employees who are full-time.

An employee shall be eligible for certification pay for only one certification of his/her choice. Certification pay is only applicable to employees for certification beyond the requirements of the job. An employee is not eligible during his/her probationary period.

(c) *Criteria for certification pay.* Certification pertains to and represents an approved course of study with classroom training.

Certification must be applicable to an employee's major duties and responsibilities, as outlined in his/her job description.

Certification is achieved through a formal testing process, requiring at least a passing grade.

Certification must require continuing education and/or recertification as a requirement for maintaining the certification.

(d) *Administration of policy.* All determinations pertaining to an employee's eligibility for certification pay will be reviewed by the department director and [mayor] city manager. Questions regarding certification pay shall be directed to the city secretary.

It shall be the responsibility of the employee to provide a dated copy of the certificate and/or proof of the certification. If an employee does not

fulfill the renewal or maintenance requirements of the certification, certification pay will cease.

- (e) *Procedures for applying.* It shall be the responsibility of the employee to fill out the appropriate application form (attached to Ordinance No. 2007-07 as attachment "A"). The application must be approved by the department director and [mayor] city manager.

After the certification application is approved it will be filed in the city secretary's office, along with a copy of the certification.

(1) *Police department.*

Intermediate Certification [Pay]	[\$35.00] <u>\$110.00</u> per month
Advanced Certification [Pay]	[\$65.00] <u>\$210.00</u> per month
Master Certification [Pay]	[\$135.00] <u>\$520.00</u> per month ([ <del>\$65.00</del> \$135.00 if advanced certification is a requirement of job)
[Associate's Degree]	[\$ 65.00 per month]
[Bachelor's Degree]	[\$135.00 per month (\$65.00 if associates degree is a requirement of job)]

(2) *Public works.*

"A" waterworks	\$200.00 per month
"B" groundwater	\$165.00 per month
"C" groundwater	\$135.00 per month
"D" groundwater	\$ 65.00 per month
Class III wastewater collection	\$165.00 per month
Class II wastewater collection	\$135.00 per month
Class I wastewater collection	\$ 65.00 per month
Noncommercial pest applicator's license	\$ 65.00 per month

(3) *Administration.*

Municipal court clerk certification.

Level I	\$ 35.00 per month
Level II	\$ 65.00 per month
Certified municipal court clerk	\$135.00 per month

[Municipal clerk certification.]

[Texas municipal clerks certification]	[\$135.00 per month]
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Floodplain administrator certification.

Certified Floodplain Manager	\$135.00 per month
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