

RESOLUTION NO. 97-11

A RESOLUTION TO CONTRACT WITH GEORGE GAINES AND ASSOCIATES, A PROFESSIONAL PERSONNEL MANAGEMENT CONSULTANT, FOR THE PURPOSE OF PERFORMING A COMPENSATION AND CLASSIFICATION STUDY, GENERAL PERSONNEL POLICY, TRAINING IN PERFORMANCE EVALUATION, POSITION DESCRIPTIONS, AND CONSULTATION TO TOWN STAFF IN PERSONNEL MATTERS, AT A COST OF \$5,200.00 TO BE DRAWN FROM THE GENERAL FUND

Whereas, the Town has nearly tripled in population and doubled in the size of the employee roster since the last partial personnel study was done, that work now being outdated;

Whereas, both Town supervisors and the governing Board are having difficulty in understanding what compensation should be rendered to each employee;

Whereas, Spring Hill should become aligned with a professional personnel consultant skilled in both government and private classification and compensation plans, evaluation, and employee policies, in the region, for initial work and continuing consultation;

Whereas, the Town is in need of a set of general personnel policies to apply to all employees on an equitable basis to include time off, discipline, performance evaluation, chain of command, employee rights, and other matters;

Whereas, the police department is the recent recipient of an MTAS departmental study of the department which should be integrated, along with police department policies, into the general policies;

Whereas, it is the intent of the finance and administration department to hire its next employee in sequence as a personnel specialist or as replacement for a current employee to become such a specialist and such employee will need a professional outside consultant as do certain other employees engaged in specialized work; and

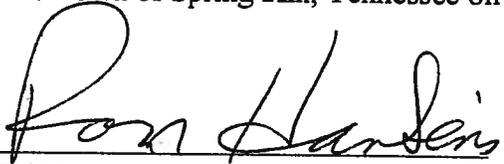
Whereas, the supervisors have made an earnest but less than professional effort at employee evaluation and in particular need assistance with this phase of supervision, in order to have equitable and fair ratings across the whole staff.

BE IT THEREFORE RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF SPRING HILL, TENNESSEE that:

The sum of \$5,200.00 will be appropriated out of current general funds to contract with the firm of George Gaines and Associates, one of the five consultants interviewed by the finance and administration department head and the City Administrator, for a compensation and classification study, drafting general personnel policies, training in personnel performance evaluation, and consultation in personnel matters

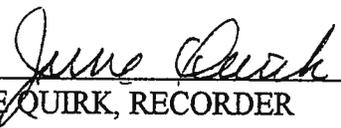
Payment is to be made to the consultant across the ending and the beginning of separate fiscal years, 50% in each fiscal year, with any further work by the consultant to be paid by the hour at future times as consultation is needed

Passed and adopted by the Board of Mayor and Aldermen of the Town of Spring Hill, Tennessee on the 17th day of February, 1997.



RON HANKINS, MAYOR

ATTEST:



JUNE QUIRK, RECORDER

LEGAL FORM APPROVED:



N. HOUSTON PARKS, ATTORNEY