

**RESOLUTION NO 25-67**

**A RESOLUTION ADDRESSING TENURE ADJUSTMENTS FOR STAFF**

**WHEREAS**, in July 2024, staff tenure adjustments were implemented with a cap of \$10,000, under the understanding that any remaining amounts would be paid later in the same fiscal year; and

**WHEREAS**, a pay study conducted in 2023 by Burris, Thompson, & Associates established a methodology for tenure adjustments that was not implemented pursuant to Resolution 23-101; however, in 2024, tenure adjustments were budgeted and executed for the current fiscal year using a methodology different from that of the 2023 pay study; and

**WHEREAS**, review of the tenure adjustment spreadsheets revealed that the payroll data obtained from OpenGov contained numerous errors, including incorrect rates, hire dates, and names for most employees, resulting in discrepancies such as overpayments, underpayments, or a complete absence of adjustments for some individuals; and

**WHEREAS**, the dissemination of these spreadsheets to employees has led to expectations of payment, and discrepancies have raised additional concerns, including impacts on pension plans for those who have retired or submitted intents to retire, the absence of signed acknowledgment by employees, and uncertainty regarding proper resolution approval by the Board of Mayor and Aldermen; and

**WHEREAS**, after discussion with administrative staff, it is the staff recommendation that the City proceed by honoring the current spreadsheet and paying the promised amounts to employees, followed by contracting with Burris, Thompson & Associates to conduct a new pay study; and

**WHEREAS**, Staff is actively engaging with Burris, Thompson, & Associates to obtain cost and timeline estimates for this new pay study, which, although typically conducted every 3-5 years, is deemed necessary on an expedited basis under the present circumstances.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Spring Hill shall honor the tenure adjustment amounts as indicated on the current spreadsheet and pay the promised amounts to the affected employees.

**BE IT FURTHER RESOLVED** that the City recognizes the importance of professional HR oversight in matters of employee compensation and will ensure that future tenure adjustment processes are conducted ethically and with the appropriate expertise; and

**BE IT FURTHER RESOLVED** that this resolution shall be effective upon its adoption on date of passage and be duly recorded in the official records of the City of Spring Hill, Tennessee.

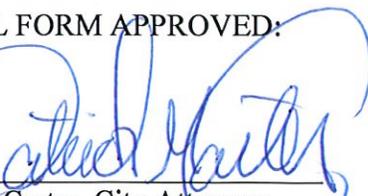
Passed and Adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 3<sup>rd</sup> day of March, 2025.

  
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Jim Hagaman, Mayor

ATTEST:

  
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April Goad, City Recorder

LEGAL FORM APPROVED:

  
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Patrick Carter, City Attorney