

POLICY #140

COTTONWOOD HEIGHTS PARKS AND RECREATION SERVICE AREA

POLICY GOVERNING COMPENSATION FOR BOARD APPOINTED AND NON-BOARD APPOINTED EMPLOYEES

REFERENCE:

Board of Trustee's Meeting, April 15, 1993; Cottonwood Heights Parks & Recreation Service Area Personnel Policies and Procedure's Manual

PURPOSE:

To establish compensation rates for appointed employees and non-appointed employees of Cottonwood Heights Parks & Recreation Service Area

SECTION I: DEFINITIONS

Board of Trustees – Three elected officials to serve on the Cottonwood Heights Parks & Recreation Service Area Board.

Compensation – The amount of pay for services rendered by personnel of Cottonwood Heights Parks & Recreation Service Area

Fiscal Year – January 1 to December 31 annually

Wage Scale - A series of pay grades and merit steps for all non-appointed positions of Cottonwood Heights Parks & Recreation Service Area

SECTION II: POLICY

- 1.0 The positions of Director and Assistant Director are appointed positions and serve at the pleasure of the Board of Trustees.
 - 1.1 Compensation will be determined by the Board of Trustees at the time of hiring.
 - 1.2 Recommendations for increases in compensation for Board appointed employees must be approved by the Board of Trustees at the final budget meeting held in December prior to the beginning of the new fiscal year.
 - 1.3 Increases in compensation will be effective beginning with the first pay period of the new fiscal year.

2.0 The wage scale, as approved by the Board of Trustees, will be the basis for determining the hourly wage for non-appointed employees of Cottonwood Heights Parks & Recreation Service Area.

1.1 Cost of Living increases must be approved by the Board of Trustees.

1.2 Adjustments to the wage scale must be approved by the Board of Trustees.

1.3 See Addendum #1 for the Wage Scale

3.0 As determined by wage surveys in the Salt Lake Area, Fitness Instructors will be compensated on a separate wage scale to meet the market rates of this position.

3.1 See Addendum #2 for the Fitness Instructor Wage Scale

APPROVED AND PASSED THIS _____ DAY OF _____, 20__

COTTONWOOD HEIGHTS
PARKS AND RECREATION SERVICE AREA

By: _____

Mike Peterson, Director

BOARD OF TRUSTEES

By: _____

Carl Evans, Chairman