



STAFF REPORT

DATE: August 4, 2021
CONSENT

AGENDA ITEM: Step Increase, Finance Director
SUBMITTED BY: Jake Dickson, Assistant City Administrator

BACKGROUND:

Per the city's Compensation Policy, "A probationary employee may advance to the next pay step after satisfactorily completing six months of employment which meets performance expectations, subject to approval of the City Council... Determination of satisfactory performance must be recommended by the immediate supervisor on forms prescribed by the City Administrator."

Sam Magureanu was hired as Finance Director effective January 28, 2021. His probationary period ended July 28, 2021. A probationary performance review was completed and discussed by the employee and City Administrator. The discussion included a review of performance as it relates to the Finance Director essential functions and sets out goals for the next review period.

ISSUE BEFORE COUNCIL:

Should the Council approve a step increase for Magureanu?

PROPOSAL:

Staff is recommending Sam Magureanu receive once step increase effective July 28, 2021. Magureanu was hired at Step 6 and will move up to Step 7 of the non-represented pay scale. Step 7 is a bi-weekly rate of \$3,884.80.

FISCAL IMPACT:

Employee wage adjustments consistent with the Compensation Policy and Pay Plan were included in the 2021 budget.

RECOMMENDATION:

If removed from the consent agenda:

"Motion to approve a step increase to \$3,884.80 bi-weekly for Sam Magureanu effective July 28, 2021."

ATTACHMENTS:

- None