

CITY OF DRIPPING SPRINGS

RESOLUTION No. 2023-R11

A RESOLUTION OF THE CITY COUNCIL OF DRIPPING SPRINGS, TEXAS, ADOPTING THE EMPLOYEE REFERRAL PILOT PROGRAM POLICY.

WHEREAS, the City Council of the City of Dripping Springs (“City Council”) finds it to be in the public interest, and necessary for the public health, safety and welfare, that the City of Dripping Springs adopt policies from time to time to assist in the recruitment and retention of regular and seasonal employees; and

WHEREAS, the City Council of the City of Dripping Springs finds it to be in the interest of hiring and retaining employees to provide referral and retention pay to employees; and

WHEREAS, the City Council finds that it is reasonable and prudent for this policy to be adopted.

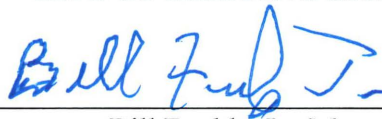
NOW, THEREFORE, BE IT RESOLVED by the City of Dripping Springs City Council:

1. The City Council hereby approves the Employee Referral Pilot Program Policy pursuant to *Exhibit A*, attached.
2. The City Council approves the funds necessary for these personnel actions, as provided in the budget for the current fiscal year.
3. The City Council directs City staff to work with the Mayor and City Administrator to administer the Pilot Program.

PASSED & APPROVED this, the 7th day of February 2023, by a vote of 5 (ayes) to 0 (nays) to 0 (abstentions) of the City Council of Dripping Springs, Texas.

CITY OF DRIPPING SPRINGS:





Bill Foulds, Jr., Mayor

ATTEST:



Andrea Cunningham, City Secretary

Exhibit "A"

EMPLOYEE REFERRAL PILOT PROGRAM POLICY



Employee Referral Incentive Pilot Program

Start Date: February 8, 2023

End Date: September 1, 2023

Purpose: To provide additional incentive to recruit and retain both seasonal and full-time employees.

Employee Referral Program

For any current city employee who recruits an individual who starts employment with the City on or after March 1, 2023:

- \$150 per person who starts employment
- Only for persons who are recruited for employment who haven't worked for the city in the last 3 years
- Employees who are the supervisor, hiring authority for the position, or make a recommendation on the hiring for a position are ineligible
- Recruitment Incentive is paid to the recruiting employee on the first pay period after the recruited employee begins work
- This incentive is for recruiting permanent and seasonal employees
- Taxable
- No limitation on the number of employees and employee referral incentives

Sign-On/Retention Incentive for New and Returning Seasonal Employees:

For returning or new summer seasonal employees who returns to employment before or after March 1, 2023:

- \$150 per person for any part-time or full-time summer seasonal employee for each season they return
- For any full-time summer seasonal employee who returns for employment
- Sign-on/Retention Incentive is paid on the first check after June 1st for returning seasonal employees
- Sign-on/Retention Incentive is paid on the first check after July 1st for new seasonal employees
- Taxable
- One incentive per fiscal year for returning or new seasonal employees

Program can be extended or eliminated at any time by City Council.