

**RESOLUTON NO. 2023-526**

**A RESOLUTION AUTHORIZING AN INCENTIVE PAYMENT TO CERTAIN EMPLOYEES AND CONTRACTORS WORKING FOR THE CITY OF FRONTENAC FOR THE PURPOSE OF RECRUITING A BUILDING COMMISSIONER.**

**WHEREAS**, the City of Frontenac is in the process of recruiting a new Building Commissioner; and

**WHEREAS**, the Board of Aldermen of the City of Frontenac recognizes that one of the best recruitment tools in attracting new employees is through word-of-mouth among its valued employees and contractors working for the City.

**NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF FRONTENAC, ST. LOUIS COUNTY, MISSOURI AS FOLLOWS:**

**SECTION ONE.**

The Board of Aldermen authorizes a recruitment incentive payment to any employee of the City or individual working for the City under a contract relationship ("contractor") when said employee or contractor refers an individual to the City who the City then hires for the position of Building Commissioner.

The following conditions shall be met for the recruitment incentive payment to be paid:

1. If the new Building Commissioner was referred to the City by an employee or contractor, he/she must advise the City Administrator in writing of the name of the individual employee or contractor who referred them.
2. An initial recruitment incentive payment of \$1,000 shall be paid to the referring employee or contractor once the new Building Commissioner has begun working for the City of Frontenac.
3. A second incentive payment of \$1,000 shall be made to the referring employee or contractor once the new Building Commissioner has successfully completed his/her probationary period, including any extension of the probationary period.
4. The City Administrator shall not be eligible for the recruitment incentive payment.

**ADOPTED BY THE BOARD OF ALDERMEN OF THE CITY OF FRONTENAC, MISSOURI, THIS 18<sup>th</sup> DAY OF APRIL 2023.**

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Presiding Officer

Attest:

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Leesa Ross, City Clerk

**APPROVED THIS 18<sup>th</sup> DAY OF APRIL 2023.**

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Kate Hatfield, Mayor

Attest:

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Leesa Ross, City Clerk