

VILLAGE OF RUIDOSO

RESOLUTION 2025-21

A RESOLUTION AMENDING ORDINANCE 2014-06 VILLAGE OF RUIDOSO PERSONNEL POLICY CHAPTER 4: PAY SECTIONS 4-2-6 AND 4-2-7.

WHEREAS, the Village of Ruidoso Council adopted the Village of Ruidoso Personnel Policies by Ordinance 2014-06 in July 2014; and

WHEREAS, the Village Council believes that it is advisable to review the personnel policies from time to time and make changes as necessary; and

WHEREAS, the Village Council may amend the Village of Ruidoso's Personnel Policies by resolution; and

NOW THEREFORE, BE IT HEREBY RESOLVED that the Governing Body of the Village of Ruidoso hereby adopts the AMENDED Personnel Policies, Ordinance 2014-06, Chapter 4 Section 4-2-6 and 4-2-7.

1. The current adopted policy language is listed in black, the ~~strike-out~~ language is to be removed, and the revisions to the policy are indicated in **red**.

CHAPTER 4: POSITIONS AND PAY

4-2-4 An employee may be placed in an interim position, which is a non-competitive appointment of an incumbent to temporarily assume the duties of a vacant position for a period not to exceed 18 months. An employee in an interim position will be paid at least the minimum in the pay band for the position in which the employee is acting. The Village Manager may remove an employee from the interim position at any time with or without cause or reason.

If an interim employee is eligible for benefits under their pre- and post-interim positions, then they continue to receive benefits during the interim position. If the employee is not eligible for benefits pre- and post-interim placement, the interim employee shall not be eligible for benefits during that position even though the position for which the employee is acting as interim might normally receive benefits.

4-2-5 Pay changes shall become effective at the beginning of the next pay period after the action causing the change. All employees will be compensated following the current approved pay plan and step plan within their corresponding pay band.

4-2-6 A temporary salary increase (TSI) may be authorized by the Village Manager or designee, in writing, of up to and not to exceed fifteen percent (15%) of an employee's base pay to an employee in a position that has been designated as critical to the effective operations of the Village. Typically, temporary salary increases are used during a period of increased workload due to a disaster or emergency but may also be authorized for other urgent situations as determined by the Village.

A temporary salary increase authorized under this provision may be approved for up to one year. Payment of this temporary salary increase shall be separate from the employee's base pay and may not transfer with the employee should the employee leave that position.

If a temporary salary increase results in an employee's pay exceeding the maximum of the pay band the Village Manager or designee shall determine eligibility.

4-2-6

4-2-7 If an employee receives temporary incentive pay and goes on FMLA or Worker's Compensation leave, the employee shall not receive the temporary incentive pay until they return to work. Temporary incentive pay includes FTO (Field Training Officer), Safety Liaison, ~~and~~ special assignment pay, **or temporary salary increases.**

PASSED, APPROVED, AND ADOPTED ON THIS 8TH DAY OF JULY 2025.

By: _____
Lynn D. Crawford, Mayor

(SEAL)

Attest: _____
Jini Turri, Village Clerk