

**CITY OF PRINCETON  
RESOLUTION NO. 23-49**

**RESOLUTION APPROVING 2023, 2024 AND 2025 BASE PAY STRUCTURE AND  
IMPLEMENTATION**

**WHEREAS**, the City of Princeton retained Flaherty & Hood, P.A. to conduct a comprehensive Job Classification and Compensation Study for the City of Princeton;

**WHEREAS**, the Job Classification and Compensation Study is completed and has been reviewed by the City of Princeton City Council; and

**WHEREAS**, the City of Princeton City Council must approve base pay and other components of base pay for the City of Princeton employees for calendar years in which it has not taken formal action on such items.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF PRINCETON CITY COUNCIL THAT:**

**The City Council approves the following:**

1. The Flaherty & Hood, P.A. Job Evaluation System with a summary attached hereto and incorporated herein by reference for informational purposes only.
2. The City of Princeton's Position Titles and Job Evaluation Points attached hereto and incorporated herein by reference in its entirety.
3. The City of Princeton establish a process for employees to review and be authorized to make decisions on such review of job evaluation points in consultation with Flaherty & Hood, P.A.
4. Repeal in their entirety, effective July 9, 2023, documented components of City of Princeton's base pay structure in effect as of the date of this resolution
5. City of Princeton's Classification and Compensation Plan, which is attached hereto and incorporated herein by reference in its entirety.
6. City of Princeton's Base Pay Schedules, which are attached hereto and incorporated herein by reference in their entirety, for:
  - B. July 9, 2023 through December 31, 2023 (2023 BPS)
  - C. January 1, 2024 through December 31, 2024 (2024 BPS)
  - D. January 1, 2025 through December 31, 2025 (2025 BPS)

7. Authorization for City of Princeton employees in the following positions to be subject to the 2023 BPS, 2024 BPS, and 2025 BPS:
  - A. All regular positions not represented by an exclusive representative.
  - B. All regular positions represented by an exclusive representative, contingent upon a duly executed agreement to be subject to the 2023, 2024, and 2025 BPS.
8. Employees as of July 9, 2023, subject to the 2023 BPS will be paid a base wage in 2023, effective July 9, 2023, that is the base wage of the step in the pay grade for their position in the 2023 BPS, which was adjusted by 3% that is closest to, but not less than, their base wage in the old structure as of July 8, 2023.
9. For employees whose base pay as of July 8 2023 is above the maximum base pay for their position's respective pay grade in the 2023 BPS, their base pay will remain the same in the respective year of the BPS and they will be paid a lump sum payment in 2023 totaling the same % of their July 8, 2023 annualized base pay as the % general wage increase to the BPS for the respective year. Once the employee's base pay as of July 8, 2023 is not above the maximum base pay for their position's respective pay grade, the employee will be paid: (i) the base pay in the step closest to, but not less than, the employee's base pay as of July 8, 2023; and (ii) a lump sum payment in the respective year equivalent to the difference between the same % of their July 8, 2023 annualized base pay as the % general wage increase to the BPS for the respective year and their base pay in the initial step.
10. For employees whose initial step base pay in the 2023 BPS is less than 3% of their base pay as of July 8, 2023 will be paid a lump sum payment in 2023 equivalent to the difference between 3% of their July 8, 2023 annualized base pay and their initial step base pay.
11. Employees not employed as of the date of this resolution in the same position they had, if any, as of July 8, 2023, will be paid a base wage at the step in the 2023 BPS that is closest to, but not less than the employee's base wage in the structure in effect as of the date this resolution.
12. Employees employed as of the date of this resolution in the same position they had, if any, as of July 8, 2023, will:
  - A. In calendar year 2024, receive a step increase in the 2024 BPS on: (i) employee's employment anniversary date; or (ii) employee's job classification anniversary date; if they are still employed in such classification as of that date.
  - B. In calendar year 2025, receive a step increase in the 2025 BPS on: (i) employee's employment anniversary date; or (ii) employee's job classification anniversary date; if they are still employed in such classification as of that date.
13. City of Princeton appropriately communicated this information to employees in consultation with Flaherty & Hood, P.A.

Voting in Favor:

Voting Against:

Resolution duly seconded and passed this 22<sup>th</sup> day of June, 2023.

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City Clerk

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Mayor