

CITY MANAGER'S EXECUTIVE ORDER NO. 16-002
CITY OF DES MOINES

AN EXECUTIVE ORDER OF THE CITY MANAGER OF THE CITY OF DES MOINES relating to a Police Officer Recruitment Hiring Incentive Program and a Police Officer Recruitment Incentive Program.

RECITALS

WHEREAS, the City of Des Moines, Police Department, currently has one vacant Police Officer position and one additional vacant Police Officer position anticipated;

WHEREAS, the City of Des Moines has found it increasingly difficult to recruit qualified Police Officer candidates;

WHEREAS, Police Departments in King County, the state of Washington and even nationally have experienced similar difficulty in recruiting qualified Police Officer candidates;

WHEREAS, the City Manager is authorized by Des Moines Municipal Code 2.12.100 to promulgate personnel policies and regulations; and

NOW, THEREFORE, it is hereby ORDERED as follows:

1. A Police Officer Recruitment Hiring Incentive Program is established effective June ~~27~~ 2016 and shall apply to Police Officer applicants who begin their employment with the City of Des Moines after June ~~27~~, 2016. The following program policies will apply:
 - a. An applicant coming in as a lateral officer shall be paid a hiring incentive of \$7,000. The first \$3,500 of the incentive shall be paid to the Police Officer on his/her first regular paycheck. Following successful completion of the Police Officer's probationary period, the remaining \$3,500 of the hiring incentive shall be applied as compensation on his/her next regular paycheck. Compensation is subject to all applicable taxes, withholdings, and deductions as provided with current laws and benefit program policies.
 - b. The hiring incentive payment shall be contingent upon the written agreement by the Police Officer to remain employed with the City of Des Moines for a period of three years from date of hire. The written agreement shall provide that in the event the Police Officer is granted a Leave of Absence, the three-year time span will not be calculated to include any time out of service due to the approved Leave of Absence and shall provide further that, if the Police Officer voluntarily terminates his/her employment with the City during the three (3) year period, the Police Officer shall refund to the City a pro-rata amount of the second incentive payment received after successful completion of the officer's probationary period. The requirement for a refund of the hiring incentive shall not be applicable upon separation from service due to disability or injury

that does not allow the officer to perform the essential functions of his/her position or cause.

2. A Police Officer Recruitment Incentive Program is established effective June 27 2016. The following incentive amounts shall be paid to any active City of Des Moines employee, except the City Manager and the Chief of Police, who successfully recruits a Police Officer applicant who is hired and begins his/her employment with the City of Des Moines after June 27 2016:
 - a. \$1,000 shall be paid to an active employee for recruitment of a lateral Police Officer.
 - b. The Police Officer Recruiters Locator Incentive reward shall be applied as compensation to the employee's next regular paycheck following completion of the recruited Police Officer's hiring process. Compensation is subject to all applicable taxes, withholdings, and deductions as provided with current laws and benefit program policies.

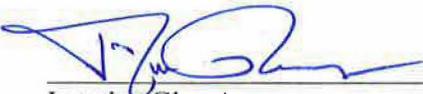
This Executive Order will be in effect until such time as Police Officer positions are no longer considered difficult to fill absent an incentive program.

DATED this 27 day of June, 2016.



Anthony A. Piasecki
City Manager
City of Des Moines

APPROVED AS TO FORM:



Interim City Attorney

ATTEST:



City Clerk