

Change to page 31 of fiscal policy related to payroll:

Paragraph currently reads as follows:

The normal pay periods for employees shall be biweekly. Pay checks will be issued no later than 5:00 p.m. the Friday following the close of the pay period. At the end of each pay period the following steps shall be performed:

Paragraph will be revised to read as follows:

The normal pay periods for employees shall be biweekly. Pay checks will be issued no later than 5:00 p.m. the second Wednesday following the close of the pay period. At the end of each pay period the following steps shall be performed:

*Change approved by Council on 2-4-2021.*