



CITY COUNCIL ITEM SUMMARY

MEETING DATE:	December 7, 2023
SUBCATEGORY:	First Reading of Ordinances
DEPARTMENT NAME:	Administration
AGENDA ITEM TITLE:	Employee Benefits
DEPARTMENT SUMMARY RECOMMENDATION:	<p>The city Employee Handbook has been in need of an update for many years and after some extensive review by the Human Resources Director, City Attorney, outside Counsel, and myself, we are ready to move forward with an updated Employee Handbook with an effective date of January 1, 2024. If adopted, this ordinance will cut any existing employee benefit-related ordinances from the code and allow for minor changes to the Employee Handbook to be done internally by the City Manager. Of course, any major changes to the Employee Handbook will require City Council approval via a Resolution. Therefore, I recommend approval upon the second reading of this ordinance.</p>
LEGAL:	Approved by Archer and Lovell