



Meeting Name: Town Council Meeting
Meeting Date: September 27, 2023
Prepared By: D. Dyess, Town Manager
Item Title: Resolution 2023-17 Personnel Policy Modifications

DISCUSSION:

Staff is proposing three personnel policy changes adopted through Resolution 2023-17 (attached). The policy change recommendations are:

Article V Section 45 “Employee Recognition and Retirement” – Adding this section to clarify and control costs around employee retirements. This proposal keeps the current procedure for existing employees and adopts a new policy for new hires after this adoption.

Article VIII Section 73 “Holidays” – Adding Juneteenth to the Town’s list of recognized holidays.

Article XIII Section 108 “Travel and Training Reimbursement” – Moving the current stand-alone policy into the personnel policy and adopting the General Services Administration (GSA) rates for per diem.

RECOMMENDATION:

Recommend council consider the approval of Resolution 2023-17