



MEMORANDUM

TO: Honorable Mayor and Board of Commissioners

VIA: Robin Gomez, City Manager

FROM: Clara VanBlargan, City Clerk & Ex Officio Secretary to Civil Service Commission

DATE: August 22, 2024

RE: **Draft Madeira Beach Personnel Policy Review Discussion**

Attached is the current working draft of the personnel policy. The Civil Service Commission is asked to read through the entire draft personnel policy in preparation of the meeting. Be prepared to discuss the document for any changes that need to be made at the meeting.

Attachment:

- City Charter, Section 5.7, Personnel Systems; Civil Service Commission
- “Draft” Madeira Beach Personnel Policy 2024 (edits through July 8, 2024)