

**RESOLUTION NO. 2025-XX**

**A RESOLUTION OF THE CITY OF MONTGOMERY, TEXAS, APPROVING AN AMENDMENT TO THE CITY OF MONTGOMERY POLICIES AND PROCEDURES MANUAL, SECTION V. ATTENDANCE, LEAVES, AND ABSENCE, REFERENCE NUMBER 5.05, SUBJECT: VACATION LEAVE AS ATTACHED AS EXHIBIT A; AND FURTHER PROVIDING FOR EFFECTIVE DATE, SEVERABILITY, AND FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS ADOPTED WAS OPEN TO THE PUBLIC, THAT THE PUBLIC NOTICE OF TIME, PLACE, AND THE SUBJECT MATTER OF THE PUBLIC BUSINESS TO BE CONSIDERED WAS POSTED AS REQUIRED BY LAW.**

**WHEREAS**, the City of Montgomery Policies and Procedures Manual sets forth policies and procedures for the employees of the City; and

**WHEREAS**, the City desires to maintain the most up-to-date information in the City of Montgomery Policies and Procedures Manual; and

**WHEREAS**, the City wishes to institute an update to the City of Montgomery Policies and Procedures Manual for its employees; and

**WHEREAS**, the City has determined that it is in the best interest of the City of Montgomery employees that the City amend the City of Montgomery Policies and Procedures Manual.

**NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Montgomery, Texas, that:**

**Section 1:** Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.

**Section 2:** Policies and Procedures Manual Amendment. The City of Montgomery Policies and Procedures Manual is hereby amended as provided and set forth in **Exhibit A** attached hereto and incorporated herein for all purposes.

**Section 3:** Effective Date. This Resolution shall be effective from and after the date of approval by the City Council.

**Section 4:** Severability. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Resolution are severable and, if any phrase, sentence, paragraph or section of this Resolution should be declared invalid by the final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Resolution, since the same

would have been enacted by the City Council without the incorporation in this Resolution of any such invalid phrase, clause, sentence, paragraph or section. If any provision of this Resolution shall be adjudged by a court of competent jurisdiction to be invalid, the invalidity shall not affect other provisions or applications of this Resolution which can be given effect without the invalid provision, and to this end the provisions of this Resolution are declared to be severable.

**Section 5.** Open Meetings: The City Council of the City of Montgomery hereby finds and determines and hereby declares that the meeting at which this Resolution is adopted was open to the public, that the public notice of time, place, and the subject matter of the public business to be considered was posted as required by law.

**PASSED AND APPROVED** this 22<sup>nd</sup> day of **July, 2025** by the City Council of the City of Montgomery, Texas.

**CITY OF MONTGOMERY, TEXAS**

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**Sara Countryman, Mayor**

**ATTEST:**

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**Ruby Beaven, City Secretary**