

RESOLUTION NO. 2022-09-21-31

A RESOLUTION OF THE CITY OF ROLLINGWOOD, TEXAS ADOPTING AN AMENDED PERSONNEL POLICIES HANDBOOK

WHEREAS, the City desires to provide a set of guidelines intended to create and maintain understanding and cooperation among the employees of the City and to set forth results and procedures to enhance the services of the City to its citizens; and

WHEREAS, the City Council of the City of Rollingwood (“Council”) previously adopted a Personnel Policies Handbook; and

WHEREAS, state and federal rules and regulations set certain provisions regarding City employees, some of which must be set forth in writing; and,

WHEREAS, the City Administrator and City Council agree that it is in the best interest of the City and its employees to the Council wishes to amend sections 7.0 Disability Accommodations, 13.0 Benefits, 19.0 Military Leave, and 23.0 Compensation/Payroll Deductions; and

WHEREAS, the City Council and City Administrator have reviewed the existing Personnel Policies Handbook and believe the proposed update to the Personnel Policies Handbook should be adopted, to be effective immediately.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROLLINGWOOD, THAT:

Section 1. The amended Personnel Policies Handbook attached hereto as Exhibit “A”, and incorporated herein by reference is approved.

Section 2. All city employees will be presented with copies of the amended Personnel Policies Handbook and will execute the acknowledgement forms contained therein. A copy of the executed acknowledgement forms will be retained in the city’s personnel files.

Section 3. This resolution is effective upon adoption.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Rollingwood on this the 21st day of September, 2022.

CITY OF ROLLINGWOOD

Gavin Massingill, Mayor

ATTEST:

Desiree Adair, City Secretary