



Agenda Item

Meeting Date: November 5, 2025

SUBJECT: Personnel Hearing Officer Appointment

Item: Action Item

Department: City Manager's Office

Presented By: Interim City Manager Maggie Dimov

Summary:

Personnel hearing officer. The mayor and city council hereby establish the personnel hearing officer (PHO). The PHO shall be an attorney who is a member in good standing of the state bar and is appointed by the mayor and city council after consultation with the city manager and city attorney regarding the PHO qualifications and duties. Employees who are subject to dismissal from employment pursuant to section 20-81(8); loss of income through disciplinary suspension; demotion; or who claim illegal discrimination or harassment in violation of federal law, state law, or this Code shall have the right to due process through the managerial chain of command up to and including an administrative review in the form of an appeal hearing before the appointed PHO. The PHO is interested in the fair treatment of employees, with proper recognition and concern for the efficient and effective operation that local government services provide to the citizens of the city. The PHO shall exhibit mature reasoning, prudent stewardship of public funds, evidence of good judgment, and impartial and nonpolitical performance of these duties.

Appointment of personnel hearing officer. The mayor shall make a nomination to the city council for appointment of one (1) attorney as the primary PHO and one (1) or more alternate hearing officers shall be similarly appointed in case the primary PHO is not available when needed to conduct a hearing. The PHO shall be appointed by a majority vote of the entire city council and may be removed by majority vote of the entire city council. The initial appointment shall be for a two-year term and shall be subject to replacement or reappointment at the end of the term.

Resource Impact:

Cost of Attorney Fees

Attachments/Exhibits: Proposed Resolution 2025-30 to appoint PHO

Requested Action: Approve the PHO as recommended