

# City Council Meeting Agenda Item Data Sheet

Meeting Date: November 4, 2024

**Topic:**

Approval of Revisions to the City of Tomball's Employee Handbook

**Background:**

Approve revisions to the City of Tomball Employee Handbook.

**Origination:**

**Recommendation:**

Approval

**Party(ies) responsible for placing this item on agenda:** Kristie Lewis, HR Director

**FUNDING (IF APPLICABLE)**

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: \_\_\_\_\_ No: \_\_\_\_\_ If yes, specify Account Number: # \_\_\_\_\_

If no, funds will be transferred from account # \_\_\_\_\_ To account # \_\_\_\_\_

Signed \_\_\_\_\_ Approved by \_\_\_\_\_  
Staff Member Date City Manager Date