

RESOLUTION NO. R-2018-32

A RESOLUTION OF THE CITY OF BASTROP, TEXAS, AMENDING CHAPTER 7, SECTION 8 OF THE PERSONNEL POLICIES MANUAL REGARDING DISCIPLINE, APPEALS, AND GRIEVANCES; PROVIDING FOR A REPEALING CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Bastrop is a Home-Rule municipality with the Council-Manager form of government, as is reflected in the Charter and Code of Ordinances; and

WHEREAS, under this form of government, the City Manager is charged with management of all employees not specifically hired by the City Council; and

WHEREAS, the City Council finds it necessary and prudent to conform the Personnel Policies Manual to the Charter and Code of Ordinances.

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

Section 1: The City Council hereby amends the Personnel Policies Manual, Chapter 7, Section 8, in accordance with *Attachment "A"*.

Section 2: The meeting at which this Resolution was passed was open to the public, and that public notice of the time, place and purpose of said meeting was given as required by the Texas Open Meetings Act.

Section 3: All orders, ordinances, and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

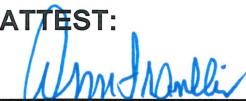
Section 4: That this Resolution shall take effect immediately upon its passage, and it is so resolved.

DULY RESOLVED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, ON THIS, THE 8TH DAY OF MAY, 2018.

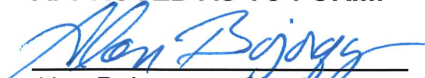
APPROVED:


Connie B. Schroeder, Mayor

ATTEST:


Ann Franklin, City Secretary

APPROVED AS TO FORM:


Alan Bojorquez, City Attorney

CITY OF BASTROP, TEXAS

PERSONNEL POLICIES MANUAL

May 2005

Updated June 28, 2012 (Chapter 2, Section 8: Referral & Selection)

Updated March 26, 2013 (Chapter 11, Section 5: Meals)

Updated December 13, 2013 (Chapter 5, Section 14: Modified Work Duty Program)

Updated June 1, 2015 (Chapter 10, Section 1: Medical/Dental Insurance)

CHAPTER 7: DISCIPLINE, APPEALS, AND GRIEVANCES

SECTION 8: APPEALS OF DISCIPLINARY ACTION

Disciplinary actions taken under this chapter may be appealed, in writing, to the City Manager, within five (5) working days after the employee receives actual or constructive notice of the disciplinary action issued. The disciplinary action taken by the supervisor may either be stayed, pending a final decision on the employee's appeal, or it may take effect at the time it is issued, as determined by the City Manager.

The City Manager, after conducting a thorough investigation of the facts and circumstances, shall have broad authority to approve, disapprove, modify, or rescind any disciplinary actions taken or proposed. The City Manager shall attempt to resolve the issue with expediency and will, when feasible, notify the employee of the status of the appeal within ten (10) calendar days of completing the investigation. The City Manager's decision shall be final.

Disciplinary actions for employees working directly under the City Manager, taken under this chapter may be appealed in writing in the form of a Request for Reconsideration submitted to the Director of Human Relations within five (5) working days after the employee receives actual or constructive notice of the disciplinary action issued. The disciplinary action taken by the City Manager may be stayed, or modified, or it shall take effect at the time it is issued, at the City Manager's sole discretion. The City Manager's determination on a Request for Reconsideration shall be final, and no further appeals are available.