

**CITY OF BAY CITY
RESOLUTION 22-20**

A RESOLUTION ADOPTING A CITY EMPLOYEE HANDBOOK AND RELATED POLICIES AND DELEGATING TO THE CITY MANAGER THE AUTHORITY AND DUTY TO ADMINISTER AND INTERPRET THE PROVISIONS OF EMPLOYEE HANDBOOK

WHEREAS, with the adoption of Ordinance 699, the City Council has repealed Ordinance 689, the City's personnel policies, and has determined that it now has a need to adopt a City Employee Handbook; and

WHEREAS, the City Council, working together with City staff, has delegated to its City Manager the task of developing the City Employee Handbook, which is attached hereto as Exhibit A and by this reference incorporated within this Resolution; and

WHEREAS, the City Council wishes to delegate to the City Manager the duty and authority to interpret and administer the provisions of the Employee Handbook and such delegation is authorized by the City Charter and not prohibited by any City or state laws.

NOW THEREFORE, THE CITY OF BAY CITY COUNCIL RESOLVES AS FOLLOWS:

1. Adoption of an Employee Handbook. The City Council of Bay City hereby approves the adoption of a City Employee Handbook, which is attached hereto as Exhibit A.
2. Delegation of Authority. The City of Bay City hereby delegates to the City Manager the authority and duty to administer and interpret the provisions of the Employee Handbook, including the authority to adopt policies or rules to implement or clarify the Employee Handbook provisions.
3. Effective Date. This Resolution shall take full force and effect upon the effective date of Ordinance 699.

PASSED and ADOPTED by the City Council this 14th day of June, 2022, and APPROVED by the Mayor this 14th day of June, 2022.



David McCall, Mayor

ATTEST:


Lindsey Gann, City Recorder