

BILL NO. \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION AFFIRMING THE CITY COUNCIL'S ADHERENCE TO CERTAIN PROVISIONS OF THE CITY'S PERSONNEL POLICIES AND PROCEDURES AS WELL AS CERTAIN ADMINISTRATIVE POLICIES OF THE CITY OF INDEPENDENCE.

WHEREAS, Section 2.1 of the City Charter establishes the City Council; and,

WHEREAS, Section 5.1 (2) of the City Charter states that "Councilmembers, board members, and employees, recognizing that the public interest is their primary concern, shall faithfully discharge their official duties regardless of personal considerations; and,

WHEREAS, Section 3.30 (1) (a) of the City Charter holds that "Councilmembers, the City Clerk, the management auditor and such other personnel as may be elected or appointed by the council" constitute, in part, the unclassified service category of the City of Independence; and,

WHEREAS, the City of Independence has adopted certain Personnel Policies and Procedures to be used to supplement, interpret, and otherwise implement and uphold the merit system provisions of the Charter of the City of Independence, Missouri; and,

WHEREAS, Article II (C) of the Personnel Policies and Procedures states that "these personnel policies and procedures will be applicable to all employees in the Classified and Unclassified Services"; and,

WHEREAS, the City of Independence has further developed and adopted certain Administrative Policies to provide for a safe, efficient, effective, and protective work environment;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF INDEPENDENCE, MISSOURI AS FOLLOWS:

SECTION 1. That the City Council acknowledges and agrees to abide by the following provisions of the Personnel Policies and Procedures:

- Article I: Employment, Workplace and Equal Employment Opportunity Policies
- Article III: Recruitment, Selection, Probation and Promotion
  - Section G: Nepotism
- Article V: Compensation and Benefits
  - Section C: Employee Benefits
- Article VI: Separation and Disciplinary Action
  - Section H (2): Causes for Disciplinary Action
  - Section I: Conflict of Interest
- Article VII: Drug and Alcohol Policy
- Definition of Terms

SECTION 2. That the City Council acknowledges and agrees to abide by the following provisions of the City's Administrative Policies:

- AP-06-01: Automated External Defibrillator Protocol Policy
- AP-96-03: Cellular Telephone Usage
- AP-96-01: City Meetings and Records

- AP-20-01: Control of Infectious Disease During an Outbreak
- AP-22-02: Cyber Security Awareness Training
- AP-02-01: Direct Deposit of Employee Compensation
- AP-99-01: Driver's License Review Procedure
- AP 02-02: Employee I.D. Badges
- AP 97-02: Government Access Cable Television Policy
- AP-00-04: Internal Investigation of Sexual Harassment, Harassment, and Discrimination Complaints
- AP 2022-01: Litigation Guidelines Policy
- AP 16-01: Open Data Initiative
- AP 21-02: Open Records Requests
- AP 11-01: Paperless Pay Statement Distribution
- AP 07-01: Smoke Free Workplace
- AP 17-01: Social Media Policy
- AP 17-02: Social Media Administrator Policy
- AP 21-01: Telecommuting Policy
- AP 15-01: Workplace Relationships/Nepotism
- AP 99-02: Workplace Violence

SECTION 3. That at the time of their swearing in, each member of the City Council will sign and acknowledge all applicable policies including, but not limited to, the Workplace Violence Policy and the Harassment and Sexual Harassment Policy.

SECTION 4. That each time the Personnel Policies and Procedures, along with the Administrative Policies, are updated, the City Manager will review this resolution and recommend it be amended as deemed appropriate.

SECTION 5. That any alleged violations of the policies and procedures listed in Section 1 or Section 2 of this resolution will be summarized in a written report by the Chief Human Resources Officer and presented to the City Council for review and recommended course of action.

PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022, BY THE CITY COUNCIL OF THE CITY OF INDEPENDENCE, MISSOURI.

\_\_\_\_\_  
Presiding Officer of the City Council  
of the City of Independence, Missouri

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM AND LEGALITY:

\_\_\_\_\_  
City Counselor

REVIEWED BY:

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City Manager