

RESOLUTION NO. 2024.3.2

A RESOLUTION OF THE CITY OF FLATONIA, TEXAS, ADOPTING A NEW PERSONNEL HANDBOOK

WHEREAS, the City of Flatonia believes that it is in the best interest of the City and our employees to have written personnel policies to help the City function efficiently and to ensure employees know what to expect, and what is expected of them, in a variety of different situations;

WHEREAS The City's personnel handbook functions as a guide and reference for employees. Nothing in this Handbook binds the City into a specific course of action. The City retains the right to establish, change, and abolish or deviate from personnel policies as it sees fit.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City Council of the City of Flatonia, Texas, as follows:

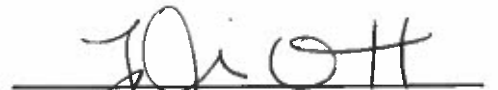
1. The Employee Personnel Policy and Handbook, attached as Attachment A, is hereby adopted by the City as of the date of this Resolution. This Personnel Handbook shall take effect on April 1, 2024, and shall replace and supersede the former Employees Personnel Policy and Handbook.
2. The City Secretary is directed to ensure that each employee receives a copy of this Personnel Handbook prior to the Effective Date and acknowledges receipt of same. The revised Handbook that is Exhibit A shall also be available from the City Secretary upon request. The revised Handbook is effective upon all employees whether or not a specific employee has received a copy and/or acknowledges receipt of the same.

It is hereby officially found and determined that the meeting at which this resolution was passed at a meeting that was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, *Chapt. 551, Tex. Gov't. Code*.

Passed and Approved by the City Council of Flatonia, Texas, on this 12th day of March 2024.


Dennis Geesaman, Mayor

ATTEST


Jacqueline Ott, City Secretary

