



# City Council Communication

**AGENDA DATE:** April 6, 2026

**LEGISTAR ITEM #:** Res 2026-053

**PRESENTER:** Carlton Babbidge

**DEPARTMENT:** Human Resources

<input checked="" type="checkbox"/> Administrative Business	<input type="checkbox"/> Noticed Council Business
<input type="checkbox"/> Informational Presentation	<input type="checkbox"/> Consensus-Building Presentation

## BACKGROUND/REQUEST

A presentation on March 9, 2026, provided a detailed overview of the City's Employee Policy Handbook update. Human Resources launched this review in summer 2025 to modernize policies that were largely adopted between 2012 and 2015 and have not been substantively updated since.

Over the past decade, employment laws, workplace standards, and operational practices have changed significantly. Regular policy review is a governance best practice that ensures clarity for employees, consistent application across departments, and alignment with current legal requirements.

This update reduces legal risk stemming from outdated or unclear provisions and improves the handbook's accessibility and usability for staff and supervisors.

Under City Charter Section 7.4(o), City Council approves personnel rules recommended by the City Manager. Staff is bringing forward these updates to maintain a current, clear, and legally compliant personnel framework.

Following the March 9, 2026 presentation, HR conducted a final review of the employee policies in order to correct any typos or clerical errors. During this review, a modification was made to the Reinstatement Policy in order to best support the Police Department. This modification states that shift bid positioning will not be included as a reinstatement benefit.

## JUSTIFICATION

<input type="checkbox"/> Council Goal	<input type="checkbox"/> Strategic Plan	<input type="checkbox"/> Work Plan	<input checked="" type="checkbox"/> Legal
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## CITY COUNCIL COMMUNICATION CONTINUED

City Charter 7.4(o)	<ul style="list-style-type: none"><li>• Many policies date back to <b>2012–2015</b></li><li>• New local, state, and federal laws, along with technology enhancements, have evolved rapidly during this period.</li><li>• New structure allows City Leadership and employees at all levels to operate in a modern municipal framework.</li><li>• Updated policies provide compliance across all departments.</li></ul>
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### **STAFF RECOMMENDATION**

Staff recommends approval and adoption of the Employee Policies as submitted to Council.