

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF GEORGETOWN, TEXAS
REVISING THE EXISTING CHAPTER 3.01. PERTAINING TO
PERSONNEL POLICIES BY AMENDING SECTIONS 3.01.310
“VACATIONS,” AND SEC. 3.01.312 “HOLIDAYS.”
AUTHORIZING AND DIRECTING THE ADMINISTRATIVE
ADOPTION OF AN AMENDED PERSONNEL MANUAL THAT IS
CONSISTENT WITH THE TERMS OF THIS ORDINANCE;
PROVIDING A CONFLICT CLAUSE AND SEVERABILITY
CLAUSE; AND SETTING AN EFFECTIVE DATE.**

WHEREAS, Section 2.16 of the Georgetown City Charter provides that the City Council shall, by ordinance, establish personnel policies; and

WHEREAS, the “policy statement” portion of each personnel policy is codified in the Code of Ordinances, and the implementing procedures for each personnel policy are published in a separate Personnel Manual; and

WHEREAS, the City Council finds that it is necessary to update the personnel policy governing vacations and holidays.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GEORGETOWN, TEXAS, THAT:

Section 1. The meeting at which this ordinance was approved was in all things conducted in compliance with the Texas Open Meetings Act, Texas Government Code, Chapter 551.

Section 2. The facts and recitations contained in the preamble of this ordinance are hereby found and declared to be true and correct and are incorporated by reference herein and expressly made a part hereof, as if copied verbatim.

Section 3. Chapter 3.01 of the Code of Ordinances of the City of Georgetown, Texas is hereby amended and shall provide as shown in Exhibit A.

Section 4: The City staff is authorized and directed to draft and implement a new Personnel Manual that has policies identical to and procedures consistent with the above itemized changes.

Section 5. If any provision of this ordinance or application thereof to any person or circumstance shall be held invalid, such invalidity shall not affect the other provisions, or application thereof, of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are hereby declared to be severable.

Section 6. All ordinances that are in conflict with the provisions of this ordinance be, and the same are hereby, repealed and all other ordinances of the City not in conflict with the provisions of this ordinance shall remain in full force and effect.

Section 7. The Mayor is hereby authorized to sign this ordinance and the City Secretary to attest. This Ordinance shall become effective and be in full force and effect on October 1, 2022.

PASSED AND APPROVED on First Reading on the ____ day of _____, 2022 at a regular meeting of the City Council of the City of Georgetown, Texas.

PASSED AND APPROVED on Second Reading on the ____ day of _____, 2022 at a regular meeting of the City Council of the City of Georgetown, Texas.

ATTEST:

THE CITY OF GEORGETOWN

Robyn Densmore, City Secretary

By: _____
Josh Schroeder, Mayor

APPROVED AS TO FORM:

Skye Masson
City Attorney