

**RESOLUTION NUMBER 14-07**

**A RESOLUTION OF THE DRAPER CITY COUNCIL AMENDING SECTION 4030 – HIRING OF RELATIVES OF THE PERSONNEL POLICIES AND PROCEDURES MANUAL**

**WHEREAS,** The City Council from time to time reviews, amends and adopts personnel policies and procedures to assist in the efficient utilization of scarce City resources and the fair and uniform application of requirements regarding City operations and City employees; and

**WHEREAS,** the City Council has reviewed Section 4030 and has determined a need to amend the Hiring of Relatives Policy; and

**WHEREAS,** the City Council finds the amendment of this policy is in the best interest of Draper City and the employees of Draper City.

**NOW, THEREFORE,** be it resolved by the City Council of Draper City, State of Utah as follows:

**Section 1. Amendment.** The Draper City Council hereby amends and adopts Section 4030 of the Personnel Policies and Procedures Manual to read as attached hereto as Exhibit “A.”

**Section 2. Severability.** If any section, part or provision of this Resolution is held invalid or unenforceable, such invalidity or unenforceability shall not affect any other portion of this Resolution, and all sections, parts and provisions of this Resolution shall be severable.

**Section 3. Effective Date.** This resolution shall become effective immediately upon passage by the City Council.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF DRAPER CITY, STATE OF UTAH, THIS 21st DAY OF JANUARY 2014.**



**DRAPER CITY**

BY: 

Draper City Mayor

**ATTEST:**

  
Draper City Recorder

## EXHIBIT "A"

### Section 4030 - HIRING OF RELATIVES

#### General Policy Statement:

The following **guidelines policies** have been established to avoid potential morale, security, productivity, and supervision problems or personal issues brought into the workplace. Relatives of current employees, elected, and appointed officials of the City do not receive special consideration or favoritism in the hiring process. It is the intent and policy of the City to comply with all provisions of Title 52, Chapter 3 of the Utah Code Annotated, as amended, regarding the prohibition of and restrictions regarding the employment of relatives.

#### **Guidelines:** Policy:

1. **Conditions.** An employee's immediate relative may be hired provided the applicant can perform essential job functions. However, any such employment may not establish a direct or indirect managerial relationship, a real or apparent conflict of interest, a potentially adverse work situation, or be in the same department. **The only exception to an employee's immediate relative being hired into or working in the same department is if they work in the Recreation Department or the Police Department. All Police Department employees shall abide by their adopted department policy that addresses nepotism and conflicting relationships and with Title 52, Chapter 3 of the Utah Code Annotated, as amended. All other requirements of this section still apply.**
2. **Relationships Prohibited.** Relationships are prohibited which involve:
  - A) Performance evaluation (including supervision, discipline, and appraisal functions);
  - B) Legislative, budgetary, financial or records control; or
  - C) Physical control (including quality control, reviewing or auditing the other's work, theft prevention, etc.); or
  - D) Working relationships which may hamper performance or productivity.
3. **Immediate Relative Defined.** For purposes of this policy, "immediate relative" refers to the employee's father, mother, husband, wife, son, daughter, sister, brother, uncle, aunt, nephew, niece, first-cousin, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandfather, grandmother, or step-children living in the household.
4. **Transfers and Promotions.** The above policies also apply to transfers, promotions, or similar employment actions.