

ORDINANCE NO. 1039

A DRAPER CITY ORDINANCE AMENDING DRAPER CITY MUNICIPAL CODE SECTION 3-2-010, PERSONNEL POLICIES AND PROCEDURES AND AMENDING DRAPER CITY MUNICIPAL CODE SECTION 3-2-020, PERSONNEL DIRECTOR TO REFLECT THE CITY'S PROCESSES AND ORGANIZATIONAL STRUCTURE.

WHEREAS, the City Council deems it necessary and appropriate to amend sections to the Draper City Municipal Code to clearly reflect the processes and organizational structure of the City; and

WHEREAS, the City Council finds it is in the best interest of Draper City and the general health, safety and welfare of the public that these changes to Chapter 3 of the Municipal Code should be made;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF DRAPER CITY, STATE OF UTAH, AS FOLLOWS:

SECTION I. Amendment. Draper City Municipal Code Section 3-2-010 is hereby amended to read:

Section 3-2-010 Personnel Policies and Procedures. The City has established and adopted personnel policies and procedures consistent with the ordinances, laws and regulations of the City, state and federal government for the efficient administration, organization, operation, and conduct of its personnel. The personnel policies and procedures manual entitled "Employee Personnel Policy Handbook" is available to each municipal employee and is kept on file with the *City's* Human Resources ~~Department-officer.~~—Employees are encouraged to review the personnel policies at the time of hire and be familiar with the contents thereof at all times during their employment with the City. *Employees are responsible to comply with the provisions of the City's personnel policies and procedures as adopted or amended by the City Council during their employment with the City.*

SECTION II. Amendment. Draper City Municipal Code Section 3-2-020 is hereby amended to read:

Section 3-2-020 Personnel Director. The City Manager is hereby designated as the Personnel Director to insure just and equitable employment conditions and promote positive and efficient working morale for all City personnel. As Personnel Director, the City Manager shall implement and maintain the provisions of this Chapter and perform other duties as required by ordinance, resolutions or policy of the City Council. *The City Manager may assign the Director of Human Resources or other designee the responsibility to perform duties of the Personnel Director.*

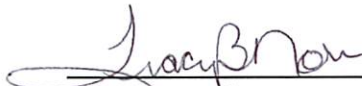
SECTION III. General Repealer. Ordinances in conflict herewith are hereby repealed to the extent of the conflict.

SECTION IV. Effective Date. This Ordinance shall become effective upon recording by the City Recorder, and 20 days after publication or posting or 30 days after final passage by the City Council, whichever is sooner.

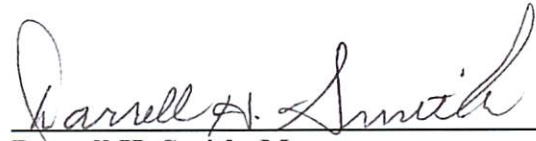
PASSED AND ADOPTED BY THE CITY COUNCIL OF DRAPER CITY, STATE OF UTAH, ON THIS 8th DAY OF December, 2013.

ATTEST:

DRAPER CITY



City Recorder



Darrell H. Smith, Mayor



Affidavit of Posting

SALT LAKE COUNTY, STATE OF UTAH

I, the Recorder of Draper City, by my signature below, certify that copies of **Ordinance No. 1039** for the **City of Draper**, which **Passed and Adopted by the City Council of Draper City, State of Utah on the 8th day of January, 2013** were posted at the following places: Draper City Bulletin Board, Draper Senior Citizens Center, and Draper Library within the municipality.

Posting Period: January 9, 2013 through January 29, 2013

City Seal



A handwritten signature in blue ink that reads "Tracy B. Norr". The signature is written in a cursive style and is positioned above a horizontal line.

Tracy B. Norr, MMC
City Recorder
Draper City, State of Utah