

**POULSBO DISTRIBUTION SCHEDULE**

**RESOLUTION NO. 2017-05**

**SUBJECT: Updating Personnel Handbook**

**CONFORM AS TO DATES & SIGNATURES**

- Filed with the City Clerk: 5/11/2017
- Passed by the City Council: 5/17/2017
- Signature of Mayor
- Signature of City Clerk
- Publication: \_\_\_\_\_
- Effective: \_\_\_\_\_

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Rhiannon Fernandez  
City Clerk

5/19/2017  
Date

## **RESOLUTION NO. 2017-05**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POULSBO, WASHINGTON, ADOPTING PERSONNEL POLICIES AND BENEFITS FOR CITY OF POULSBO EMPLOYEES, AS LAST AMENDED BY RESOLUTION 2015-17.

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**WHEREAS**, the City of Poulsbo desires to develop general guidelines or policies on personnel matters and employee benefits, in order to provide guidance to City employees, managers, and elected officials, and to comply with federal and state laws, the City hereby adopts the following policies; and

**WHEREAS**, the policies contained in this resolution are general guidelines for the City's current employment practices and procedures. They are not intended to be a contract, express or implied, or any type of promise or guarantee of specific treatment upon which employees may rely, or as a guarantee of employment of any specific duration. Because of the City's size, exceptions may need to be made to these policies as circumstances require; now therefore

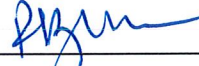
**THE CITY COUNCIL OF THE CITY OF POULSBO, WASHINGTON HEREBY RESOLVES AS FOLLOWS:**

Section 1. This Resolution 2017-05 repeals and voids all preceding resolutions or ordinances pertaining to personnel matters, employee conduct, office or working hours and employee benefits in the City of Poulsbo.

Section 2. In addition, to the foregoing, the Mayor of Poulsbo is empowered with the authority to establish any administrative regulations necessary to implement personnel policies adopted by the Poulsbo City Council.

**RESOLVED** this 17th day of May, 2017.

APPROVED:



MAYOR, REBECCA ERICKSON

ATTEST/AUTHENTICATED:



CITY CLERK, RHIANNON FERNANDEZ

FILED WITH THE CITY CLERK: 05/11/2017  
PASSED BY THE CITY COUNCIL: 05/17/2017  
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