

RESOLUTION

EMPLOYEE POLICY MANUAL

WHEREAS, the City of Manitowoc’s Employee Policy Manual provides continuity and consistency in the operations and the administration of benefits and working conditions for all employees of the City of Manitowoc; and,

WHEREAS, the Personnel Committee has determined a modification of the Employee Policy Manual is appropriate for revisions as detailed in the attached memo from Human Resources Director Jessie Lillibridge; and,

WHEREAS, the Personnel Committee recommended approval of the modifications to the existing Employee Policy Manual, at a meeting held on March 7th, 2022.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Common Council of the City of Manitowoc to approve the recommended changes within the Employee Policy Manual, effective upon adoption of this resolution.

BE IT FURTHER RESOLVED to direct Human Resources and the Finance Department to implement the changes immediately upon Council approval. These changes will be incorporated into the EPM upon the next revision.

INTRODUCED _____ ADOPTED _____

_____ APPROVED _____

Justin M. Nickels, Mayor

This resolution was drafted by Kathleen M. McDaniel, City Attorney

Fiscal Impact: No cost to update EPM. Shift premium addition cost for Captains estimated at annual cost of \$576 for 2nd Shift / \$672 for 3rd Shift. Brief time total additional annual cost anticipated approximately \$8,000. Grants/Police services cost anticipated neutral due to reimbursement.

Funding Source: 2022 Police Department Budget

Finance Director Approval: /SMA

Approved as to form: /kmm