

**ORDINANCE NO. 1363**

**AN ORDINANCE AMENDING THE CITY CODE OF THE CITY OF FRIDLEY, MINNESOTA, BY REPEALING CHAPTER 3 ENTITLED “PERSONNEL” IN ITS ENTIRETY AND ADOPTING A NEW CHAPTER 3 ENTITLED “PERSONNEL”**

The Fridley City Council hereby finds after review, examination and recommendation of staff that Chapter 3 related to Personnel be hereby amended and ordains as follows:

**SECTION 1:** That Chapter 3 Entitled “Personnel” is hereby repealed in its entirety.

**SECTION 2:** That Chapter 3 Entitled “Personnel” is hereby adopted as follows:

CHAPTER 3. PERSONNEL

**3.01. PURPOSE**

The purpose of the City’s formal personnel policies are to establish standards, conditions and regulations of work and pay in City employment within the City of Fridley, to be applicable to all non-union employees of the City. (Ref.182, 636, 985)

**3.02. ADMINISTRATION OF POLICIES**

The City Manager shall have the power to formulate and execute such administrative policies and to make rules and regulations for the employment of full-time, temporary/seasonal, part-time, paid, on-call firefighters, and contract employees, as well as consultants and independent contractors for services. Such administrative policies, rules, and regulations shall apply to all City employees unless there is a specific provision to the contrary in this Chapter or in a collective bargaining agreement entered into by the City. The administrative policies shall provide for verification and investigation of facts set forth in employment applications, including examination of criminal and traffic records. (Ref. 1007)

The City Manager, or respective Department Manager, shall have the power to update these policies at his/her discretion so long as any changes are in compliance with any relevant federal or state laws, rules and regulations, or other guidelines. The City Manager shall effectively communicate any changes in policy to the City Council and City employees.

Future significant personnel-related contracts and renewals must be approved by Council.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF FRIDLEY THIS 26<sup>TH</sup> DAY OF NOVEMBER 2018.

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SCOTT J. LUND - MAYOR

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DEBRA A. SKOGEN – CITY CLERK

First Reading: November 13, 2018  
Second Reading: November 26, 2018  
Publication: December 7, 2018