



**Meeting Date:** 12.05.2018  
**Agenda Item:** #       

**Mission Statement**  
To provide our growing dynamic community excellent municipal services to make Fernley a great place to live, work, and play.  
Together, we enhance the desirability, safety, friendliness, aesthetics and quality of life in our city.

**CITY OF FERNLEY CITY COUNCIL MEETING STAFF REPORT**

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**REPORT TO:** Mayor & City Council  
**REPORT FROM:** Daphne Hooper, City Manager   
**REVIEWED BY:** Brandi Jensen, City Attorney   
**REVIEWED BY:** Denise Lewis, City Treasurer   
**AGENDA ITEM:** Discussion and possible action to adopt Resolution 18-014 amending the City of Fernley Personnel Policy Manual.

**ACTION REQUESTED:**   Consent   Ordinance   X  Resolution   X  Motion   Receive/File

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**RECOMMENDED ACTION BY CITY COUNCIL**

Staff recommends the City Council adopt Resolution 18-014 amending the City of Fernley Personnel Policy Manual.

Proposed Motion: **“I move to adopt Resolution 18-014 amending the City of Fernley Personnel Policy Manual.”**

**KEY POINTS:**  
**This request is for approval of annual POOL PACT and negotiated revisions.**  
**City requested revisions have been highlighted in yellow.**

**POLICY REFERENCE**

*Nevada Statutes:* N/A  
*Fernley Municipal Code:* FMC11.01.02; FMC11.01.03  
*Policies & Procedure Manual:* Personnel Manual Section 5.12  
*Community Assessment:* N/A  
*Other:* Collective Bargaining Agreement

**SUMMARY**

The City of Fernley Personnel Policy Manual is a compilation of policies concerning the internal operations of City government. Broad organizational policies are adopted by City Council. Management policies and procedures are developed and promulgated by the City Manager. This manual is a compilation of various bargaining unit provisions, and updates to federal and state laws.

A summary of the changes to the personnel manual are attached, and every City of Fernley employee will be required to review and acknowledge receipt of this updated manual.

**FINANCIAL INFORMATION**

<p><b><u>FISCAL IMPACT:</u></b></p> <ol style="list-style-type: none"> <li>1. Is There A Fiscal Impact? <u>No</u></li> <li>2. Is it Currently Budgeted? <u>No</u></li> <li>3. If Budgeted, Which Line Item/Account?</li> </ol>	<p><b><u>FISCAL SYNOPSIS:</u></b>  <b>There is no fiscal impact</b></p>
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**PRIOR COUNCIL ACTION/REVIEW**

The city Council adopted Resolution 18-001, approving the updated Personnel Policy Manual on 01/17/2018.  
The City Council adopted Resolution 17-002, approving the updated Personnel Policy Manual on 03/15/2017.  
The City Council adopted Resolution 13-009, approving the updated Personnel Policy Manual on 07/17/2013.  
The City Council adopted Resolution 15-007, approving the updated Personnel Policy Manual on 08/05/2015.

**BACKGROUND INFORMATION**

**ATTACHED DOCUMENTS**

Personnel Policy Manual  
Resolution 18-014