

## **RESOLUTION NO. 1699**

A RESOLUTION OF THE MAYOR AND COMMON COUNCIL OF THE TOWN OF PRESCOTT VALLEY, A MUNICIPAL CORPORATION OF ARIZONA, AMENDING POLICY NOS. 2-04 "COMPENSATION," 2-12 "FAMILY AND MEDICAL LEAVE ACT," AND ADDING POLICY NO. 2-37 "CELLULAR PHONE" TO SECTION TWO "PERSONNEL" AND REPLACING POLICY NO. 1-01 "CELLULAR PHONE USAGE" AND PROVIDING THAT THIS RESOLUTION SHALL BE EFFECTIVE ON JULY 1, 2010 AFTER ITS PASSAGE AND APPROVAL ACCORDING TO LAW.

WHEREAS, by Resolution No. 1117 (dated August 22, 2002), the Town Council adopted Section Two "PERSONNEL" in the "Town of Prescott Valley Policies and Procedures" Manual, which included thirty-six personnel policies, numbered 2-01 through 2-36; and

WHEREAS, staff proposes that Policy No. 2-04 "Compensation" be amended to be consistent with the current Policy No. 2-21 "Disciplinary Action" policy regarding demotions; and

WHEREAS, staff proposes that Policy No. 2-12 "Family and Medical Leave Act," be amended to reflect changes in Federal law; and

WHEREAS, staff proposes that Policy No. 2-37 "Cellular Phone" be added to Section Two "Personnel"; and

WHEREAS, staff proposes that Policy No. 1-01 "Cellular Phone Usage," be deleted from Section One "Administrative"; and

WHEREAS, the Personnel Board reviewed the proposed amendments to the personnel policies on April 20, 2010, and now recommends approval of said amendments;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Common Council of the Town of Prescott Valley, Arizona, as follows:

1. That Personnel Policy Nos. 2-04 "Compensation," 2-12 "Family and Medical Leave Act," of the "Town of Prescott Valley Policies and Procedures" Manual be amended to read as indicated in Exhibit "A" attached hereto and incorporated herein by this reference.
2. That Personnel Policy No. 2-37 "Cellular Phone" be added to the "Town of Prescott Valley Policies and Procedures" Manual to read as indicated in Exhibit "A" attached hereto and incorporated herein by this reference.
3. That Administrative Policy No. 1-01 "Cellular Phone Usage," be deleted from the "Town of Prescott Valley Policies and Procedures" Manual.
4. That Personnel Policy Nos. 2-04 "Compensation," 2-12 "Family and Medical Leave Act," and 2-37 "Cellular Phone," shall be effective on July 1, 2010 after its passage and approval according to law.

RESOLVED by the Mayor and Common Council of the Town of Prescott Valley,  
Arizona, this 27th day of May, 2010.

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Harvey C. Skoog, Mayor

ATTEST:

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Diane Russell, Town Clerk

APPROVED AS TO FORM:

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Ivan Legler, Town Attorney