

RESOLUTION NO. 2017-072

**RESOLUTION DELEGATING AUTHORITY TO THE TOWN MANAGER
TO ADOPT PERSONNEL POLICIES AND PROCEDURES.**

WHEREAS, this resolution is made pursuant to Section 4.01(E)(1) of the Home Rule Charter, and other applicable law, which allows the Town Council to, by resolution, authorize the Town Manager to adopt personnel rules and policies; and

WHEREAS, the Town Manager and his or her designee should be authorized to enter into and sign most of the Town's official documents related to personnel policies and procedures, as well as any related documents, on behalf of the Town of Providence Village when necessary or required by law, as approved by the Town Council, in the interest of efficiency of administrative governmental operations in the Town; and

WHEREAS, the Mayor shall continue to sign the Town's ordinances, the resolutions of the Council, and the documents which he or she is obligated by state law to sign, and shall be the preferred official to sign high-level contracts and documents involving other governmental entities.

**NOW THEREFORE, THE TOWN COUNCIL OF THE TOWN OF PROVIDENCE
VILLAGE RESOLVES:**

1. The Town Council hereby grants authority to the Town Manager to adopt personnel policies and procedure, including, but not limited to, the Providence Village Employee Handbook, and issue a directive to all personnel regarding same.
2. This ordinance may not be construed to delegate authority to approve, without Town Council action, any contract, contract amendment, or other legal instrument that is required by state law to be approved by the Town Council.

This resolution does not repeal other resolutions or reduce other authority previously given to the Town Manager.

CONSIDERED, PASSED, AND APPROVED by the Town Council at a regular meeting the 7th day of March, 2017, at which a quorum was present.

APPROVED:


Michael Jordan, Mayor Pro-Tem

ATTEST:


Connie S. Hansen, Town Secretary

