

**ORDINANCE NO. 2013-44**

**An Ordinance to Repeal the Former Working Conditions Ordinance of the City and to Amend the Municipal Code by Adopting a New Personnel Handbook**

WHEREAS, the Common Council ("Council") of the City of Hobart, Indiana ("City") previously adopted Ordinance Number 94-51, which was repealed and replaced by Ordinance Number 2001-62, which Ordinances establishing working conditions governing the personnel of the City of Hobart, which were in turn, amended by the following ordinances:

No. 2002-01	No. 2007-21
No. 2002-05	No. 2007-40
No. 2003-09	No. 2008-53
No. 2005-32	No. 2008-56
No. 2005-38	No. 2009-02
No. 2005-53	No. 2009-41
No. 2006-10	No. 2012-01
No. 2007-17	No. 2013-03; and

WHEREAS, the Council and the City Executive have deemed it advisable to up-date the employment policies and rules of the City, and for this purpose, an extensive review has been made of all City employment regulations and policies, assisted by a professional human resources consultant retained by the City; and

WHEREAS, this effort has resulted in the preparation of a "City of Hobart Employee Handbook," which is attached hereto and made a part hereof as Exhibit "A;" and

WHEREAS, said Handbook has been reviewed by the members of the Council, Departments of the City and the City Attorney and there is no reason why the Handbook should not be adopted by the Council and given the force of law; and

WHEREAS, the Council now desires through this Ordinance to adopt said Handbook attached hereto as an integral part of the City Municipal Code, to give it effect and to repeal the former Working Conditions Ordinances previously enacted.

THEREFORE, BE IT ORDAINED by the Common Council of the City of Hobart, Indiana as follows:

*SECTION ONE:* The Municipal Code of the City of Hobart, Indiana ("Code") is hereby amended by inserting, in Title III on "ADMINISTRATION" under Chapter 33 entitled "*CITY POLICIES*" a new section, to be designated §33.080 and entitled "PERSONNEL HANDBOOK," as follows:

**§33.080. PERSONNEL HANDBOOK.**

(A) There is hereby adopted and enacted a Personnel Handbook for the City of Hobart which shall govern the administration of all matters concerning employees of the City according to its terms. Said Handbook is hereby incorporated in the Municipal Code by reference in its entirety as though fully set out herein.

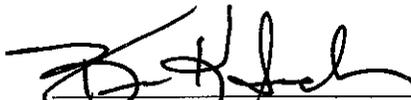
(B) Notwithstanding the repeal of any prior working conditions or employee rules at the time of adoption of this section, any disciplinary or other administrative proceeding commenced prior to the effective date of this Section with respect to any employee or employment of the City shall be completed under the working conditions or rules in effect prior to such date.

*SECTION TWO:* Ordinances No. 94-51, No. 2001-62, No. 2002-01, No. 2002-05, No. 2003-09, No. 2005-32, No. 2005-38, No. 2005-53, No. 2006-10, No. 2007-17, No. 2007-21, No. 2007-40, No. 2008-53, No. 2008-56, No. 2009-02, No. 2009-41, No. 2012-01 and No. 2013-03, said enactments having previously established working conditions governing the personnel of the City, are hereby repealed.

*SECTION THREE:* All other ordinances or portions thereof in effect prior to the effective date and in conflict with the provisions of this ordinance are hereby repealed.

*SECTION FOUR:* This Ordinance shall take effect at 12:01 a.m., January 1, 2014.

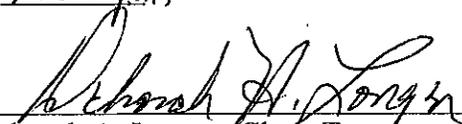
ALL OF WHICH is PASSED and ADOPTED by the Common Council of the City of Hobart, Indiana on this 18<sup>th</sup> day of DECEMBER, 2013.

  
\_\_\_\_\_  
Presiding Officer

ATTEST:

  
\_\_\_\_\_  
Deborah A. Longer, Clerk-Treasurer

PRESENTED by me to the Mayor of the City of Hobart on the 18<sup>th</sup> day of December, 2013 at the hour of 7:55 pm,

  
\_\_\_\_\_  
Deborah A. Longer, Clerk-Treasurer