

## RESOLUTION NO. 582

A resolution by the City of Columbus, Kansas, amending Article XII, entitled, Special Provisions, and amending Article VII, entitled Performance Evaluation, of the Personnel Regulations for the Employees of the City of Columbus, Kansas.

WHEREAS, the Governing Body directs that the City's personnel policy shall be updated and revised regarding nepotism and corresponding employee evaluation procedures.

NOW THEREFORE, be it resolved by the Governing Body of the City of Columbus, Kansas, that Article XII, Special Provisions of the Personnel Regulations for the Employees of the City of Columbus, Kansas, shall be amended by repealing Section XII-8, Nepotism.

BE IT FURTHER RESOLVED, by the Governing Body of the City of Columbus, Kansas, that Article VII, Performance Evaluation, Section VII-4, shall be amended as follows:

### New Section VII-4 Evaluator and form of evaluation

A. Rating officer: The rating officer shall be the employee's department head. The rating officer shall be responsible for completing a performance evaluation at the time prescribed for each employee under his/her supervision. The rating officer shall discuss the performance evaluation with the City Administrator before the rating officer presents the evaluation report to the employee. The evaluation is made part of the employee's permanent record and shall be placed in the employee's personnel file.

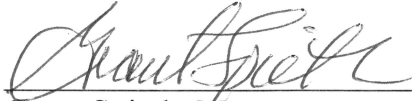
**In the event the employee's department head is a family member, the City Administrator shall complete the employee's performance evaluation.**

**For the purposes of this section, a family member shall be defined as follows: Spouse; parents; step-parents; brothers, sisters and their spouses; step-brothers, step-sisters and their spouses; children and their spouses; father-in-law; mother-in-law; sister-in-law; brother-in-law; grandparents and their spouses; grandchildren and their spouses; step-children and their spouses; grand step-children and their spouses; aunts; uncles; nieces; nephews; and persons residing in the same household as the employee.**


Article XII and Article VII are revised in their entirety, attached and incorporated by reference.

Passed and approved by the Governing Body of the City of Columbus, Kansas, this 21st day of January, 2020.

CITY OF COLUMBUS, KANSAS

  
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Grant Spieth, Mayor

ATTEST:

  
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Cherri Chancellor, City Clerk

