



**RESOLUTION NO. 1118  
ADOPTING THE CITY OF STAYTON EMPLOYEE HANDBOOK**

**WHEREAS**, the City of Stayton Employee Handbook is intended to increase understanding, eliminate the need for personal decisions on matters of City-wide policies, protect the City against litigation pertaining to employment law, and help to assure uniformity throughout the organization;

**WHEREAS**, from time to time it is necessary to amend the Employee Handbook to stay current with existing employment law and best practices; and

**WHEREAS**, the City desires to update its Employee Handbook related to recent legal updates and best practices.

**NOW THEREFORE, THE CITY OF STAYTON RESOLVES:**

**SECTION 1.** Resolution No. 1004, City of Stayton Employee Handbook and Repealing Resolutions Related to the Current Personnel Manual, adopted May 18, 2020, is hereby repealed.

**SECTION 2.** The City of Stayton Employee Handbook (Exhibit A) is hereby adopted.

This Resolution shall become effective upon its adoption by the Stayton City Council.

**ADOPTED BY THE STAYTON CITY COUNCIL THIS 7<sup>TH</sup> DAY OF OCTOBER 2024.**

CITY OF STAYTON

Signed: 10/7, 2024

BY:

Steve D. Sims  
Steve Sims, Council President

Signed: 10/8, 2024

ATTEST:

Julia Hajduk  
Julia Hajduk, City Manager