

STAMPED

4-1-08 CP

(Ordinance No. corrected - republished in *Basehor Sentinel* February 14, 2008)

**PERSONNEL POLICY AND EMPLOYEE BENEFITS**

**ORDINANCE NO. 523**

**AN ORDINANCE ADOPT AND INCORPORATE BY REFERENCE THE PERSONNEL POLICY AND GUIDELINES MANUAL FOR THE CITY OF BASEHOR, KANSAS.**

**BE IT ORDAINED BY THE GOVENRING BODY OF THE CITY OF BASEHOR, KANSAS:**

**Section 1.** PERSONNEL POLICIES AND GUIDELINES. There is hereby incorporated by reference for the purpose of establishing employee personnel rules and regulations the document entitled "Uniform Personnel Policies and Guidelines for the City of Basehor". No fewer than three copies of said document shall be marked or stamped "Official Copy" as adopted by the Code of the City of Basehor" and which there shall be attached a copy of this section. Said official copies shall be filed with the city clerk and shall be open to inspection and available to the public at all reasonable hours. All departments of the city shall be supplied with copies of such rules and regulations as may be deemed necessary.

**Section 2.** This ordinance shall be in full force and effective from and after its passage and publication in the official city newspaper.

Approved by the City Council this 3<sup>rd</sup> day of December, 2007.

Approved by the Mayor this 3<sup>rd</sup> day of December, 2007.



Chris Garcia, Mayor

Approved for Content:



Patrick G. Reavey, City Attorney

Attest:



Mary A. Moglo, City Clerk



(Ordinance was previously printed as Ordinance No. 223)