



- January 2, 2003: Policy Manual established - All policies effective as of this date
- January 28, 2003: Revision of Policy 4540 - Leave of Absence
- April 7, 2003: Revision of Policy 4720 - Emergency Evacuation
- April 7, 2003: Revision of Policy 5230 - City Vehicles
- September 2, 2003: Addition of New Policy 4150 - Telecommuting
- September 2, 2003: Addition of New Policy 4325 - Destruction of Public Records
- March 1, 2004: Revision of Policy 1150 - Discrimination and Harassment
- March 1, 2004: Addition of New Policy 4580 - Suspensions
- March 22, 2004: Revision of Policy 4730 - Emergency Notifications
- September 14, 2004: Revision of Policy 4560 - Sick Leave Review
- September 14, 2004: Revision of Policy 5230 - City Vehicles
- July 1, 2005: Revision of Policy 1510 - Information Systems
- July 1, 2005: Addition of New Policy 1511 - Electronic Mail
- July 1, 2005: Addition of New Policy 1512 - Employee User Agreement
- July 1, 2005: Revision of Policy 2120 - Residency
- July 1, 2005: Revision of Policy 4260 - Training
- July 1, 2005: Addition of New Policy 4830 - Request for Legal Opinion
- January 1, 2006: Revision of Policy 1130 - Equal Employment Opportunity
- January 1, 2006: Revision of Policy 1150 - Discrimination and Harassment
- January 1, 2006: Addition of New Policy 2225 - Pre-Employment Requirements
- January 1, 2006: Revision of Policy 4250 - Travel



- January 1, 2006: Revision of Policy 4260 - Training
- January 1, 2006: Revision of Policy 4310 - Driver's Licenses
- March 1, 2006: Revision of Policy 2230 - Physical Examinations
- March 1, 2006: Revision of Policy 4250 - Travel
- March 1, 2007: Revision of Policy 4250 - Travel
- September 10, 2007: Revision of Policy 4240 - Mileage Reimbursement
- September 10, 2007: Addition of New Policy 4245 - Emergency Response Travel
- November 14, 2008: Revision of Policy 1510 - Information Systems
- November 14, 2008: Revision of Policy 1511 - Electronic Mail
- November 14, 2008: Revision of Policy 1512 - Employee User Agreement
- November 14, 2008: Addition of New Policy 1513 - Internet
- February 9, 2009: Revision of Policy 4260 - Training
- February 9, 2009: Addition of New Policy 4255 - Meals and Refreshments
- April 6, 2009: Revision of Policy 4620 - Medical Treatment
- April 6, 2009: Addition of New Policy 1514 - Website Privacy
- April 6, 2009: Addition of New Policy 5710 - Request for Utilities Service
- May 1, 2009: Revision of Policy 1310 - Part-Time Employees
- May 1, 2009: Addition of New Policy 1610 - Identity Theft Prevention
- May 1, 2009: Addition of New Policy 4541 - Furloughs, Voluntary
- June 1, 2009: Revision of Policy 4120 - Flex Time
- June 1, 2009: Revision of Policy 4250 - Travel



- June 1, 2009: Revision of Policy 5230 - City Vehicles
- June 17, 2009: Revision of Policy 4540 - Leave of Absence
- June 17, 2009: Addition of New Policy 4545 - Jury Duty
- July 10, 2009: Revision of Policy 4541 - Furloughs, Voluntary
- October 1, 2009: Addition of New Policy 1215 - Salaries
- October 1, 2009: Revision of Policy 4320 - Public Records
- October 1, 2009: Revision of Policy 5110 - City Property
- October 1, 2009: Revision of Policy 5240 - Use of Facilities
- October 1, 2009: Revision of Policy 5320 - City-Wide 800 MHZ Radio
- January 1, 2010: Revision of Policy 1000 - Organization
- January 1, 2010: Revision of Policy 1110 - Internal Control
- January 1, 2010: Revision of Policy 4560 - Sick Leave Review
- January 1, 2010: Addition of New Policy 5111 - Fixed Assets
- January 1, 2010: Revision of Policy 5320 - City-Wide 800 MHZ Radio
- April 15, 2010: Revision of Policy 4350 - Cash Transactions
- April 15, 2010: Revision of Policy 4541 - Furloughs, Voluntary
- May 10, 2010: Revision of Policy 4250 - Travel
- August 6, 2010: Addition of New Policy 4542 - Furloughs, Mandatory
- September 13, 2010: Revision of Policy 4542 - Furloughs, Mandatory
- November 9, 2010: Revision of Policy 1310 - Part-Time Employees
- November 9, 2010: Revision of Policy 4320 - Public Records



- November 9, 2010: Revision of Policy 4570 - Donated Leave Program
- November 9, 2010: Revision of Policy 5710 - Request for Utilities Service
- May 23, 2011: Revision of Policy 5240 - Use of Facilities
- August 1, 2011: Addition of New Policy 1515 - Cyber Security
- August 1, 2011: Revision of Policy 4620 - Medical Treatment
- June 11, 2012: Revision of Policy 4220 - Paychecks
- June 11, 2012: Revision of Policy 4570 - Donated Leave
- July 17, 2012: Addition of New Policy 1220 - Health Benefits
- February 1, 2013: Revision of Policy 2110 - Recruitment and Placement
- February 1, 2013: Revision of Policy 2310 - Pension Systems
- February 1, 2013: Revision of Policy 2620 - Retirement Assistance
- March 1, 2013: Revision of Policy 1510 - Information Systems
- March 1, 2013: Addition of New Policy 1520 - Information Systems Help Desk
- April 1, 2013: Revision of Policy 1220 - Health Benefits
- April 1, 2013: Revision of Policy 2430 - Civil Service Examinations
- May 1, 2013: Addition of New Policy 1151 - Whistleblower Act
- May 1, 2013: Addition of New Policy 1152 - Employee Complaints
- May 1, 2013: Revision of Policy 4540 - Leave of Absence
- June 1, 2013: Addition of New Policy 1141 - Employee Diseases or Illnesses
- June 1, 2013: Addition of New Policy 1155 - Workplace Violence
- June 1, 2013: Revision of Policy 2470 - Promotions



- June 1, 2013: Revision of Policy 2480 - Transfers
- June 30, 2013: Addition of New Policy 1200 - Workforce Reduction
- June 30, 2013: Revision of Policy 1310 - Part-Time Employees
- June 30, 2013: Addition of New Policy 2000 - Employee Handbooks
- June 30, 2013: Addition of New Policy 2250 - Orientation of New Employees
- June 30, 2013: Addition of New Policy 2500 - Personnel Records
- June 30, 2013: Addition of New Policy 2510 - Personnel Matters
- October 7, 2013: Revision of Policy 2225 - Pre-Employment Requirements
- October 7, 2013: Addition of New Policy 4141 - Lunch Breaks
- October 15, 2013: Addition of New Policy 4125 - Compensatory Time
- October 16, 2013: Rescinding of New Policy 4125 - Compensatory Time
- October 15, 2013: Revision of Policy 4250 - Travel
- October 15, 2013: Revision of Policy 4260 - Training
- November 1, 2013: Revision of Policy 1310 - Part-Time Employees
- November 1, 2013: Addition of New Policy 1315 - Internships
- November 1, 2013: Revision of Policy 2225 - Pre-Employment Requirements
- November 1, 2013: Addition of New Policy 4125 - Compensatory Time
- November 19, 2013: Rescinding of New Policy 4125 - Compensatory Time
- November 1, 2013: Revision of Policy 4141 - Lunch Breaks
- January 22, 2014: Revision of Policy 4710 - Weather and Other Emergencies
- April 21, 2014: Revision of Policy 4540 - Leave of Absence



- April 21, 2014: Addition of New Policy 4715 - Code Blue Emergency Plan
- April 21, 2014: Addition of New Policy 5100 - Tobacco-Free City Property
- May 1, 2014: Revision of Policy 2230 - Physical Examinations
- May 1, 2014: Revision of Policy 2430 - Civil Service Examinations
- May 1, 2014: Addition of New Policy 3145 - Social Media Conduct
- May 1, 2014: Revision of Policy 4140 - Breaks
- June 11, 2014: Revision of Policy 4560 - Sick Leave Review
- July 1, 2014: Revision of Policy 4220 - Paychecks
- August 18, 2014: Revision of Policy 4325 - Destruction of Public Records
- January 1, 2015: Revision of Policy 1220 - Health Benefits
- January 1, 2015: Revision of Policy 2225 - Pre-Employment Requirements
- January 1, 2015: Revision of Policy 2230 - Physical Examinations
- February 4, 2015: Revision of Policy 2225 - Pre-Employment Requirements
- May 1, 2015: Revision of Policy 1514 - Website Privacy
- October 1, 2015: Revision of Policy 1220 - Health Benefits
- January 4, 2016: Revision of Policy 1220 - Health Benefits
- January 4, 2016: Revision of Policy 3120 - Appearance at Work
- February 1, 2016: Revision of Policy 4250 - Travel
- February 1, 2016: Revision of Policy 4260 - Training
- September 1, 2016: Revision of Policy 1310 - Part-Time Employees
- February 7, 2017: Revision of Policy 4220 - Paychecks



- February 7, 2017: Revision of Policy 4255 - Meals and Refreshments
- May 1, 2017: Revision of Policy 2120 - Residency
- May 1, 2017: Revision of Policy 2130 - Interviews
- May 1, 2017: Revision of Policy 2410 - Personnel Action Requests
- May 1, 2017: Revision of Policy 2420 - Certification of Eligibles
- May 1, 2017: Revision of Policy 2440 - Working Test Period
- May 1, 2017: Revision of Policy 2450 - Employee Progress Reports
- May 1, 2017: Revision of Policy 2460 - Classifying Positions
- August 9, 2017: Revision of Policy 5110 - City Property
- October 5, 2017: Revision of Policy 1510 - Information Systems
- February 7, 2018: Revision of Policy 2230 - Physical Examinations
- March 1, 2018: Revision of Policy 2230 - Physical Examinations
- March 1, 2018: Revision of Policy 4520 - Discipline
- September 16, 2019: Revision of Policy 2480 - Transfers
- September 16, 2019: Revision of Policy 3110 - Attendance
- October 1, 2019: Revision of Policy 2480 - Transfers
- October 1, 2019: Revision of Policy 4540 - Leave of Absence
- October 1, 2019: Addition of New Policy 5105 - Vending Machines
- November 1, 2019: Revision of Policy 3130 - Alcohol and Substance Abuse
- December 16, 2019: Addition of New Policy 1156 - Domestic Violence
- December 23, 2019: Revision of Policy 1310 - Part-Time Employees



- January 10, 2020: Revision of Policy 4510 - Employee Evaluations
- March 2, 2020: Rescinding of Policy 4250 - Travel
- March 2, 2020: Rescinding of Policy 4260 - Training
- March 2, 2020: Addition of New Policy 4250 - Travel and Training
- March 2, 2020: Revision of Policy 4310 - Driver's Licenses
- March 16, 2020: Revision of Policy 4255 - Meals and Refreshments
- March 16, 2020: Revision of Policy 4630 - Light Duty
- March 16, 2020: Revision of Policy 4810 - Identification Cards
- March 16, 2020: Addition of New Policy 5211 - Facility Access

REPEALED