

RESOLUTION # 67-2024
ADOPTING A FLEXIBLE WORK ARRANGEMENT POLICY FOR UNREPRESENTED
AND MANAGEMENT EMPLOYEES

WHEREAS, a best practice for government operations is to have standard operating procedures and policies, and

WHEREAS, unrepresented and management employees currently are provided informal flexibility in their work arrangements, and

WHEREAS, the attached policy is being requested to formalize this process, and

WHEREAS, Council approval (a formal vote) is required for new policies or for changes to existing policy language, and

WHEREAS, the policy detailed below has been crafted by the respective responsible departments and further offered for review by City staff and leaders of all collective bargaining units, now therefore be it

RESOLVED, on recommendation, that Policy 03-2024 Flexible Work Arrangements Policy is hereby adopted and shall be added to a City Administrative Policy Manual.

STATE OF NEW YORK)

COUNTY OF ONTARIO) ss:

I, Nicole Tillotson, City Clerk of the City of Geneva, New York, do hereby certify the foregoing to be a true and complete copy of an original resolution on file in the City Clerk's Office, which said original was adopted at a Regular Meeting of the Geneva City Council held on October 2, 2024.

Dated: October 3, 2024

Nicole Tillotson

City Clerk