

ORDINANCE NO. 759

AN ORDINANCE RELATING TO EMPLOYEE DISCIPLINE AND AMENDING  
SCAPPOOSE CODE SECTION 2.04.160.

THE CITY OF SCAPPOOSE ORDAINS AS FOLLOWS:

Section 1. Scappoose Code Section 2.04.160 is amended to read as follows (additions underlined, deletions stricken):

“2.04.160 Personnel. The city manager has the full authority to act on personnel matters in accordance with the City Charter and existing policies and procedures. However, except as provided otherwise by written employment agreement, any termination by the city manager of a city officer/department head, as defined by the City Charter, shall be subject to the following procedure:

1. In the event an officer/department head is discharged, asked to resign, or suspended without pay, the officer/department head may request review of the city manager’s decision. Such request shall be made in writing, and shall state the facts, the basis of the request for review, city rules or policies violated by the action, and relief requested. The request shall be delivered to the mayor, with a copy to the city manager, within five (5) days of the action to be reviewed.

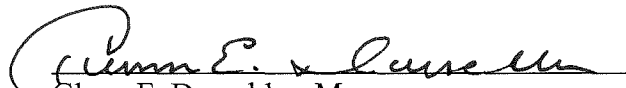
2. Upon request of the officer/department head or the city manager, the mayor shall appoint by random a personnel review committee (PRC) consisting of three councilors and the city attorney, which shall meet within ten days of filing of the request. Such meeting may be an executive session subject to the provisions of ORS 192.660(2)(b). As part of such meeting, the PRC may conduct a hearing and take testimony necessary to conclude its review.

3. The PRC shall, within five days of the meeting, determine whether the city manager’s action was, in the judgment of the PRC, in compliance with existing policies and law, and make a written recommendation to the city manager. At the same time a copy of the PRC recommendation shall be forwarded to the members of the Council who shall maintain the confidentiality of the recommendation. The decision of the city manager, after review of the PRC recommendation, shall be final.

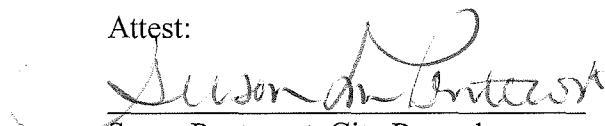
Passed and adopted by the City Council this 1<sup>st</sup> day of November, 2004 and signed by the Mayor and City Recorder in authentication of its passage.

CITY OF SCAPPOOSE, OREGON

First Reading: October 18, 2004  
Second Reading: November 1, 2004

  
Glenn E. Dorschler, Mayor

Attest:

  
Susan Pentecost, City Recorder