
MEMORANDUM



TO: Mayor Walker and Councilors
FROM: M McPherson, City Administrator
SUBJECT: **Discuss Revised Uniform Policy**
DATE: November 2, 2021

Background:

The Personnel Policy is in need of an update, which will occur in 2022. Having noted that, staff would like to tackle the uniform allowance/dress code section of the Policy as it impacts the 2022 budget.

Attached is the current policy, language from the League of Minnesota Cities (LMC) model policy, and then the recommended language for review. Please note, the revised Personnel Policy will have LMC's policy as the foundation given that they keep the model policy up to date as State and Federal laws change and our membership provides us e-mail alerts when provisions change due to law changes.

Analysis:

The proposed change in the uniform allowance would be to remove the \$435 reference in the City Hall section for reimbursement which only one person takes advantage of, and instead use those dollars to provide each of the City Hall staff (6) with two tops that would have the City logo embroidered on them. The City Administrator and Finance Director would narrow the selection options but allow employees to select two items. Staff is of the opinion that there would be a minor cost savings with this process.

Request:

Staff requests that the Council review the proposed language and change in the uniform allowance.