

SPONSORED BY: COUNCIL MEMBER PAIZ

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-122  
Series of 2006

\_\_\_\_\_  
Series of 2006

A RESOLUTION PROVIDING A POLICY FOR THE REPORTING OF SEXUAL HARASSMENT AND HARASSMENT IN THE WORK PLACE IF A COMPLAINT IS MADE AGAINST THE CITY MANAGER

WHEREAS, pursuant to Section 1.4 of the City of Northglenn Home Rule Charter (the "Charter"), the City has a Council-Manager form of government;

WHEREAS, the position of City Manager is an employee of the City Council charged pursuant to Sections 3.10 and 6.2 of the Charter with the proper administration of the City and is specifically charged with the power of appointment and removal of all department directors and other departmental employees of the City pursuant to subsection (b) of Section 6.2 of the Charter;

WHEREAS, the City's Employee Handbook contains a policy entitled "Respecting the Rights of Coworkers (Sexual Harassment and Harassment in the Work Place)" which provides, *inter alia*, a protocol for reporting harassing behavior, but if the complaint is made against the City Manager, all persons to whom such reports may be made are employees of the City and subject to the City Manager's ultimate authority to appoint and remove pursuant to Section 6.2(c) of the Charter;

WHEREAS, the City Council is only required pursuant to the Charter to appoint four (4) individuals directly: the City Manager, the City Attorney, the City Clerk and the Judge of the Northglenn Municipal Court; and

WHEREAS, the City Council desires to implement a policy to assure that in the event an employee desires to report harassing behavior to which the City Manager is a party, that such reporting will be made to an appointed official of the City Council, as opposed to an individual in the City Manager's chain of command.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The City Council hereby adopts the following policy applicable only to an employee of the City who desires to report harassing behavior to which the City Manager is a party pursuant to the City's policy entitled "Respecting the Rights of Coworkers (Sexual Harassment and Harassment in the Work Place)":

Any employee, including supervisors, who believes he or she to be victimized by harassment, or is aware of potential harassing behavior to which the City Manager is a party, shall report such instances of alleged misconduct to the City Attorney. In addition, if an employee of the Human Resources Division of the City or the City's Equal Employment Officer is made aware of such a complaint to which the City Manager is a party, said employees shall likewise report such instances to the City Attorney. Upon receipt of a complaint to which the City Manager is a party, the City Attorney shall report such alleged misconduct to the City Council in a manner the City Attorney deems appropriate, in order to seek direction on the appropriate action to be taken.

Section 2. The City Council hereby directs the City staff to implement and insert the policy set forth into the City's existing policy entitled "Respecting the Rights of Coworkers (Sexual Harassment and Harassment in the Work Place)."

DATED at Northglenn, Colorado, this \_\_\_\_ day of \_\_\_\_\_, 2006.

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KATHLEEN M. NOVAK  
Mayor

ATTEST:

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DIANA L. LENTZ, CMC  
City Clerk

APPROVED AS TO FORM:

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COREY Y. HOFFMANN  
City Attorney