

ORDINANCE # 2013-10
PRODUCED BY Alexius
DATE INTRODUCED 4/2/13
FORM NUMBER 2013-04-01
PUBLIC HEARING 5/7/13
ADOPTED/TABLED 5/7/13
EFFECTIVE 5/24/13
JOB # 3 PAGE # 3
COORDINATION # _____
AMENDED BY ORDINANCE # _____
DATE AMENDED 5

ADOPTION **INTRODUCTION**

CITY OF COVINGTON

ORDINANCE NUMBER 2013- 10

**AN ORDINANCE OF THE CITY OF COVINGTON
ADOPTING THE CITY OF COVINGTON EMPLOYEE
HANDBOOK DATED APRIL 2013**

WHEREAS, the City Council of the City of Covington, State of Louisiana, supports the Mayor and Administration's desire to maintain a safe and competent work environment; and

WHEREAS, the City Council of the City of Covington supports the Mayor and Administration in recognizing the importance of maintaining an up-to-date Handbook for City employees; and

WHEREAS, the Covington City Council deems that the Mayor and Administration desire that the Employee Handbook should be updated to serve as a guide for the employer/employee relationship; and

WHEREAS, the City Council of the City of Covington has held all public hearings required of it in accordance with law,

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Covington, that it hereby approves and adopts the attached City of Covington Employee Handbook dated April 2013.

BE IT FURTHER ORDAINED that the City Council of the City of Covington hereby recommends that periodic updates be provided as necessary in order to comply with State, Parish and City requirements.

BE IT FURTHER ORDAINED that the City Council of the City of Covington hereby requests that the Director of Administration promulgate the provisions of this ordinance to all employees of the City of Covington and to any further extent deemed necessary by the Director of Administration.

BE IT FURTHER ORDAINED that if any provision of this ordinance shall be held to be invalid, such invalidity shall not affect other provisions herein which can be given effect without the invalid provision and to this end the provisions of this ordinance are hereby declared to be severable.

This ordinance having been submitted in writing, having been read by title and adopted at a public meeting of the City Council of the City of Covington, State

1 of Louisiana, was then submitted to an official vote as a whole, the vote thereon
2 being as follows:

3 **MOVED FOR ADOPTION** by Alexius, seconded by Coner.

4
5 YEAS: 7 NAYS: 0
6 ABSTAIN: 0 ABSENT: 0

7
8 **PASSED AND ADOPTED** this 7th day of May, 2013.

9
10 R. S. "SAM" O'KEEFE
11 R.S. "SAM" O'KEEFE
12 COUNCIL PRESIDENT
13

14
15 Bonnie D. Champagne
16 BONNIE D. CHAMPAGNE
17 CLERK TO THE COUNCIL
18

19
20 Presented to the Mayor on this 9th day of May, 2013, at 9:30
21 o'clock A.M.

22
23 Bonnie D. Champagne
24 BONNIE D. CHAMPAGNE
25 CLERK TO THE COUNCIL
26

27
28
29
30 Approved or Vetoed by the Mayor on this 9th day of May,
31 2013.

32
33 Michael B. Cooper
34 MICHAEL B. COOPER
35 MAYOR
36

37
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39
40 Received from the Mayor this 9th day of May, 2013, at 3:50
41 o'clock P.M.

42
43 Bonnie D. Champagne
44 BONNIE D. CHAMPAGNE
45 CLERK TO THE COUNCIL
46
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