RESOLUTION	NO.	
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A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, APPROVING THE CITY OF KEY WEST EMPLOYEE POLICIES AND PROCEDURES MANUAL; AUTHORIZING THE CITY MANAGER TO RELEASE TO COLLECTIVE BARGAINING UNITS FOR UPDATES; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Key West Employee Policies and Procedures shall include but are not limited to the city pay plan, the city annual and sick leave plan, hours of employment, classes of offenses and penalties for infractions, and the method of recording and accountability for sick and annual leave for all city employees; and

WHEREAS, the City Manager and Human Resources Director have identified employment policies updates, to include state and federal requirements, requiring City Commission approval under City of Key West Code of Ordinance, Subpart A, Chapter 50, Article II Division 3, Section 50-92; and

WHEREAS, the City Commission finds that the updates included in the City of Key West Employee Policies and Procedures Manual provide a positive, productive and caring workplace for the benefit of our employees; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AS FOLLOWS:

Section 1: The above recitals are confirmed, adopted and incorporated herein and made a part of this reference.

Section 2: The City of Key West Employee Policies and Procedures Manual, attached hereto as Exhibit "A" which is incorporated herein and made part of hereof by this reference, is approved.

Section 3: That this resolution shall go into effect immediately upon its passage and adoption and the authentication by the signature of the Presiding Officer and the Clerk of the Commission.

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Passed and adopted by the City Commission at a meeting held

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this		_ day o	f Dec	cember	, 2025.								
	Authen	ticated	by	the	Presidi	ng	Offi	cer	and	Cler	îk	of	the
Commi	ission	on		day	of Dec	embe	er, 2	2025.					
	Filed	with the	e Cle	erk on						_, 20	)25	•	
	M	ayor Dar	nise	Henri	quez								
	V	ice May	or Do	onald	"Donie"	Le	е						
	C	ommissio	oner	Lisse	tte Car	еу							
	Commissioner				Aaron Castillo						_		
	С	ommissio	oner	Monic	a Haske	11							
	С	ommissio	oner	Distr	ict V								
	С	ommissio	oner	Sam K	aufman								
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	ATTEST	:											

KERI O'BRIEN, CITY CLERK