



CITY OF TRAVERSE CITY
CITY CLERK AND CITY TREASURER DISCIPLINE POLICY

WHEREAS, the City Clerk and City Treasurer positions are subject to the same disciplinary rules and provisions as the A.C.T. group, however the termination of either of these positions falls under the provisions of the City Charter; and

WHEREAS, the City Clerk and City Treasurer positions are subject to the appointment and removal provisions of the City Charter (Sections 36, 38 and 45); and

WHEREAS, the City Manager may remove the City Clerk and City Treasurer only with the consent and approval of five (5) members of the City Commission.

NOW THEREFORE BE IT

RESOLVED, should the City Manager wish to recommend the removal of the City Clerk or City Treasurer, the employee may be suspended from duty, but pay shall continue until the City Commission adopts a resolution stating its consent and approval for the recommended removal.

RESOLVED, prior to recommending the removal of the City Clerk or City Treasurer to the City Commission, the City Manager shall seek the advice of the City Attorney and Human Resources Director.

RESOLVED, that this Policy shall apply equally to the Deputy City Treasurer and Deputy City Clerk when they are acting in place of the City Treasurer or City Clerk respectively in the absence of those individuals, under the authority of the City Charter and the Fourth Class Cities Act (Act 215 of the Public Acts of 1895) and based upon the City Commission's previous action adopting resolutions to approve the Deputy City Treasurer and Deputy City Clerk. The City Clerk and City Treasurer shall each adopt policies which specify when the individual serving as their Deputy are authorized to act in their absence, which policy shall be provided to Human Resources and the City Attorney.

RESOLVED, there shall be no appeal from the action of the City Commission in removing an employee from either position.

YEAS: 6

NAYS: 1

I hereby certify that the above Resolution was adopted by the City Commission of the City of Traverse City at its regular meeting held on September 19, 2022, in the Commission Chambers, Governmental Center, 400 Boardman Avenue, Traverse City, Michigan.



Benjamin Marentette, City Clerk