



**CITY OF UMATILLA
AGENDA ITEM STAFF REPORT**

DATE: June 16, 2017

MEETING DATE: June 20, 2017

SUBJECT: Resolution 2017 - 25, Equal Employment Opportunity Policy

ISSUE: Adoption of Plan to satisfy requirements of Community Development Block Grant Funding

BACKGROUND SUMMARY: On April 27th representatives from the Department of Economic Opportunity (DEO) performed a Site Visit related to the Community Development Block Grant (CDBG) application submitted by the city. The city is in the funding range for the grant that will be used to replace more waterline infrastructure.

New requirements with CDBG funding is the adoption of specific policies by resolution to include: Affirmative Action Plan; Anti-Displacement and Relocation Policy; CDBG Procurement Policy; Citizen Complaint Policy; Citizen Participation Plan; Prohibition on Use of Excessive Force by Law Enforcement; and Equal Employment Opportunity.

Resolution 2017 -25 adopts a policy promoting and providing Equal Employment Opportunity. The city does have a similar policy stated within the city's Personnel Policy.

STAFF RECOMMENDATIONS: Adoption of Resolution 2017-25, Equal Employment Opportunity Policy

FISCAL IMPACTS: N/A

COUNCIL ACTION:

Reviewed by City Attorney Yes No N/A

Reviewed by City Engineer Yes No N/A

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RESOLUTION 2017-25

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UMATILLA, FLORIDA
ADOPTING A COMMUNITY DEVELOPMENT BLOCK GRANT EQUAL EMPLOYMENT
OPPORTUNITY POLICY; PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the CITY OF UMATILLA (the "City") has submitted a Community Development Block Grant; providing services and benefits to City residents; improving city services and infrastructure; particularly to the City's very low and low income residents, and

WHEREAS, as a condition of Community Development Block Grant (CDBG) funding, participating jurisdictions adopt an Equal Employment Opportunity Policy relative to their participation in the Community Development Block Grant (CDBG) Program, and

WHEREAS, the City declares there shall be no discrimination against any person on the basis of race, color, religion, creed, national origin, sex, age, physical or mental handicap, marital status or political beliefs unless related to a bone fide occupational requirement, and

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF
UMATILLA, FLORIDA, AS FOLLOWS:**

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by reference.

Section 2. Adoption. The City hereby adopts the Community Development Block Grant Equal Employment Opportunity Policy attached hereto as "Attachment A."

Section 3. Effective Date. This Resolution shall become effective immediately upon adoption.

DULY PASSED AND ADOPTED by the City Council of the City of Umatilla, Florida at a regular meeting on this ____ day of _____, 2017.

Mary C. Johnson
Mayor

ATTEST:

Approved as to form:

Karen H. Howard, CMC
City Clerk

Kevin Stone
City Attorney

Adopted First Reading: _____
[Seal]

Resolution 2017-25 Attachment A

**COMMUNITY DEVELOPMENT BLOCK GRANT
EQUAL EMPLOYMENT OPPORTUNITY POLICY**

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1. The City of Umatilla does hereby declare that it is the fundamental policy for the City to provide equal opportunity to all its employees and applicants for employment (skilled, unskilled and professional) and to assure that there shall be no discrimination against any person on the basis of race, color, religion, creed, national origin, sex, age, physical or mental handicap, marital status or political beliefs, unless related to a bona fide occupational requirement.
2. To this end, the City will take steps to equalize opportunity for employment at all levels of operation for those classes of people who have traditionally been denied equal opportunity (minority group members, women, and the handicapped), and it recognizes an obligation to make reasonable accommodations to the known physical or mental limitations of an otherwise qualified applicant or employee, unless the accommodation imposes an undue hardship.
3. All applicants for employment with the City will be recruited from the available labor market and evaluated on each person's individual qualifications and abilities. All employees shall be afforded equal employment opportunity, during their term of employment, and are guaranteed protection against retaliation for exercising any legal or administrative procedures to secure right to equal employment, or testifying on behalf of someone else doing so.
4. All administrators and supervisors are responsible for and shall be committed to achieving and promoting equal employment opportunity with the City. The City Manager of the City of Umatilla is the Equal Employment Opportunity Officer and his/her designee shall be responsible for coordinating the equal employment opportunity program.
5. Adoption of this document reaffirms the City's policy of nondiscrimination in employment, including, but not limited to, the employment areas of advertising, recruitment, selection, placement, testing, training, promotion, transfer, discipline, demotion, layoff and termination.