

BEFORE THE COUNCIL OF THE  
METROPOLITAN SERVICE DISTRICT

FOR THE PURPOSE OF AMENDING	)	ORDINANCE NO. <u>79-75</u>
ORDINANCE NO. 79-73 (PERSONNEL	)	
RULES) RELATING TO PERSONNEL	)	Introduced by the
DISCHARGE PROCEDURES	)	Ways and Means Committee

THE COUNCIL OF THE METROPOLITAN SERVICE DISTRICT HEREBY ORDAINS:

That Section 18 (g) of Metropolitan Service District Ordinance No. 79-73 (Personnel Rules) is hereby amended to read as follows (new language underlined, deleted language in brackets):

"(g) Except as provided in Section 9 (e) of these Rules, the Executive Officer shall give an employee whose discharge is sought at least fourteen (14) days written notice in person or by mailing to the employee's last known address of:

1. The proposed discharge;
2. Any and all reasons, specifically and in detail, for the proposed discharge; and
3. The employee's right to file a grievance pursuant to Section 19 of these Rules.
4. The employee's right to a hearing pursuant to contested case rules.

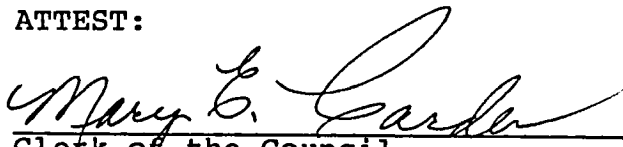
This notice becomes a permanent part of the employee's personnel record. [The employee shall notify the Executive Officer within seven (7) working days of the receipt of the notice of discharge that he/she desires a grievance hearing by filing with the Executive Officer a written Answer and Request for a grievance hearing. The

Answer shall set forth the employee's reasons for contesting the proposed discharge, with such offer of proof and pertinent documents as he/she is able to submit. In the absence of a timely Answer and Request for Hearing, discharge may be effected without further notice or hearing. The Executive Officer may reply in writing within three (3) working days following receipt of an Answer and Request for Hearing. An extension of time may be mutually agreed upon.] If the employee wishes to file a grievance, such grievance shall be submitted pursuant to Section 19 of these Rules. If the employee wishes to request a contested case hearing, such request shall be submitted pursuant to District rules on contested cases. If an employee requests a contested case hearing, the employee's right to file a grievance shall be deemed waived and any pending grievance for discharge shall be terminated."

ADOPTED by the Council of the Metropolitan Service District  
this 25th day of October, 1979.

  
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Presiding Officer

ATTEST:

  
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Clerk of the Council

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ORDINANCE NO. 79-75

TITLE AMENDING ORDINANCE NO. 79-73  
(PERSONNEL RULES) RELATING TO PERSONNEL  
DISCHARGE PROCEDURES

DATE INTRODUCED 10/11/79

FIRST READING 10/11/79

SECOND READING 10/25/79

DATE ADOPTED 10/25/79

DATE EFFECTIVE 11/25/79

ROLLCALL

	Yes	No	Abst.
Burton	X		
Stuhr	X		
Williams	X		
Berkman	X		
Kirkpatrick			
Deines	X		
Rhodes	X		
Schedeen	X		
Miller	X		
Banzer	X		
Peterson	X		
Kafoury	X		