

**ORDINANCE NO.
1531**

AN ORDINANCE OF THE CITY COUNCIL AMENDING ORDINANCE 1493 APPROVING AND ADOPTING CORRECTIONS TO THE CITY OF LLANO PERSONNEL POLICY MANUAL AS PREPARED BY THE CITY STAFF; REPEALING ALL OTHER ORDINANCES OR PORTIONS THEREOF IN CONFLICT.

WHEREAS The City Staff have prepared and submitted to the City Council a Personnel Policy Manual designated to bring to the City of Llano a high degree of understanding, cooperation, efficiency, and unity through systematic, uniform application of modern personnel practices: and

WHEREAS Clarifications to Chapter III, Sections 7 Driving Records are necessary to address the termination and required drug testing and Section 8 Driving While Intoxicated/Under Influence of Drugs.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LLANO, TEXAS:

Chapter III, Section 7-8 should hereby read as follows:

Section 7 Driving Records

In accordance with State Law and safe driving practices, the City of Llano requires all drivers of City vehicles to maintain a driving record that meets City approval and standards. Failure to meet these standards will result in suspension of job-related driving privileges and/or dismissal for current job-related driving employees and denial of employment to prospective job-related driving employees. Failure to maintain driving standards by employees in non-job-related driving positions will result in the suspension of that employee's driving privileges for all City vehicles. Employees are responsible for reporting changes in their driving record in writing within ten (10) days of the offense to their Department Head and City Manager or City Secretary. An employee's failure to report changes to his or her driving record is grounds for disciplinary action.

The City shall determine acceptability after the offer of employment, but prior to the actual hiring of an applicant, and shall periodically check the driving records of current drivers to ensure the employees meet the required standards for continued employment.

The standards listed below will be used in evaluating the driving records of both current job-related driving employees and applicants for job-related driving positions. A point value will be given to each incident with a total grading point system used to make an analysis and final decision in each driver's case.

- | | | |
|----|--|--------|
| a. | Number of at Fault Accidents
(within last 3 years) | Points |
| | None | 0 |
| | 1 | 3 |
| | 2 | 6 |
| | 3 | 9 |
| b. | Major Moving Violations Convictions
(within the last 5 years) | Points |

Hit & Run, leaving the scene	6	
Of an accident	each	
Driving under the influence	10	
Of alcohol or drugs	each	
Any felony, homicide or manslaughter involving use of	10	
a motor vehicle	each	
License suspension or	10	
revocation	each	
Reckless, negligent or	4	
careless driving	each	
Speeding	3	
	each	
c. Other Moving Violations	Points	
Convictions (within last 3 years)		
None	0	
1 or over		2 each

TOTAL POINTS

Best 0 2

Average 3 4

Questionable 5 6

Poor Over 6

Questionable risk group employees shall be counseled and alerted to the fact that any further driving violations will result in their dismissal or suspension of driving privileges of City vehicles. Poor risk group employees may be dismissed from service and shall not be eligible for rehire until such time as their driving records meet City standards. Questionable risk group applicants may be considered for employment with the understanding that any further violations will result in dismissal. Poor risk group applicants will not be considered for employment.

Section 8 Driving While Intoxicated/Under Influence of Drugs

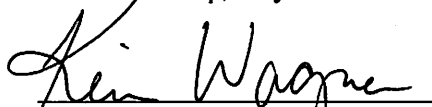
Licensed drivers who must operate City vehicles as part of their duties and responsibilities, who are arrested for Driving While Intoxicated (DWI), Intoxication Assault, Intoxication Manslaughter or Driving While License Suspended (DWLS), shall be suspended pending internal investigation and/or adjudication. Regardless of administrative action, no employee may operate City street legal vehicles, and/or equipment on public roadways while one of the above cases are pending adjudication. The City Manager may take action other than provided in this Policy based on the specifics of each individual case. Such action may include, but is not limited to treatment, reassignment of positions and/or duties, suspension or termination as deemed appropriate.

That the Personnel Policy Manual corrections as presented by the City Manager and Staff of the City of Llano, Texas be and the same is hereby in all respects approved and adopted.

PASSED AND APPROVED, this 5th day of August 2024.



 Marion Bishop, Mayor



 Kim Wagner, City Secretary