

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE CITY OF DENTON AMENDING POLICY NO. 109.03 “APPEALS” TO REVISE VARIOUS PROVISIONS AND TO ENHANCE EMPLOYEES’ UNDERSTANDING OF THEIR RIGHTS TO APPEAL CORRECTIVE ACTIONS WHEN APPLICABLE; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the City of Denton “Appeals” Policy No. 109.03 was initially implemented effective November 8, 1996,

WHEREAS, the Policy was most recently revised and approved by City Manager on June 22, 2013;

WHEREAS, staff revised the Policy in accordance with best practices; and

WHEREAS, the City Manager recommends adoption of an Appeals policy and the City Council desires to adopt such policy; NOW, THEREFORE,

THE COUNCIL OF THE CITY OF DENTON HEREBY RESOLVES:

SECTION 1. The Policy Statement in “Appeals”, which is incorporated in this section, is hereby adopted as an official policy of the City of Denton:

**POLICY STATEMENT:** The City of Denton provides employees an opportunity to appeal suspensions, involuntary demotions, and involuntary terminations under specific circumstances. The appeal process is intended to provide employees with a responsive and fair forum for review, ensuring decisions are made in the interest of fairness and good faith.

SECTION 2. This Resolution only adopts and approves the “Policy Statement” portion of Policy No. 109.03 of the City of Denton Policies and Procedures Manual. The “Administrative Procedures” portion of the Policy on Policies, Administrative Directives, and Procedures is an administrative procedure describing the means and methods by which City management implements the Policy Statement. The City Manager is authorized to amend and issue such administrative procedures and directives as deemed necessary to implement the Policy related to personnel and internal operational matters.

SECTION 3. The attached policy, as amended, shall be filed in the official records with the City Secretary.

SECTION 4. This Resolution shall become effective immediately upon its passage and approval.

The motion to approve this ordinance was made by [\_\_\_\_\_] and seconded by [\_\_\_\_\_].

The ordinance was passed and approved by the following vote [\_\_ – \_\_ – \_\_]:

	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Absent</b>
Mayor Gerard Hudspeth:	_____	_____	_____	_____
Vicki Byrd, District 1:	_____	_____	_____	_____
Brian Beck, District 2:	_____	_____	_____	_____
Paul Meltzer, District 3:	_____	_____	_____	_____
Joe Holland, District 4:	_____	_____	_____	_____
Brandon Chase McGee, At Large Place 5:	_____	_____	_____	_____
Jill Jester, At Large Place 6:	_____	_____	_____	_____

PASSED AND APPROVED this the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
GERARD HUDSPETH, MAYOR

ATTEST:  
LAUREN THODEN, CITY SECRETARY

BY: \_\_\_\_\_

APPROVED AS TO LEGAL FORM:  
MACK REINWAND, CITY ATTORNEY

BY: \_\_\_\_\_  
**Susan Keller**  
Digitally signed by Susan Keller  
Date: 2025.05.20 13:16:50 -05'00'