

1 RESOLUTION NO. 2023-R_____

2
3 **A RESOLUTION OF THE CITY COUNCIL OF THE CITY**
4 **OF CULVER CITY, CALIFORNIA, RESCINDING CITY**
5 **COUNCIL POLICY STATEMENT 4201 (EMPLOYEE**
6 **EDUCATION AND TRAINING) AND TRANSITIONING**
7 **SUCH POLICY INTO AMENDED ADMINISTRATIVE**
8 **POLICY II-08 (EMPLOYEE TRAINING, EDUCATION AND**
9 **TUITION REIMBURSEMENT PROGRAM).**

10 WHEREAS, City Council policies are developed for the purpose of
11 establishing standard practices and procedures for the City Council, City commissions,
12 boards, and committees, and City staff to follow; and

13 WHEREAS, these policies are updated from time to time to ensure that they
14 are legally compliant and reflect current City practices; however, it has been many years
15 since there has been a comprehensive review of all City Council policies; and

16 WHEREAS, an Ad Hoc City Council Policies Subcommittee (“Subcommittee”)
17 was created for the purpose of working with staff to conduct a comprehensive review of
18 existing City Council policies and make recommendations to City Council as appropriate
19 (“Project”); and

20 WHEREAS, the Employee Education and Training Policy of the City Council,
21 Policy No. 4201, was last approved on January 23, 1995, through City Council Resolution
22 No. 95-R005. This Policy outlines the training efforts and criteria for determining allowable
23 expenses for employee education and training. As per the Policy, the City Manager was
24 given authority to create and maintain an administrative policy; and

25 WHEREAS, the administrative policy for the Employee Training, Education,
26 and Tuition Reimbursement Program (Policy No. II-08) was last updated on December 1,
27 2005; and
28

1 WHEREAS, both policies serve the same purpose of administering employee
2 training, education, and tuition reimbursements, and there are numerous redundancies in
3 the provisions of each policy, which would require both policies to be updated at the same
4 time if any changes were made; and

5 WHEREAS, City staff, with the concurrence of the Subcommittee,
6 recommends the City Council rescind City Council Policy 4201, to be transitioned to and
7 replaced with an amended Administrative Policy II-08, as the nature of this policy is strictly
8 administrative and related to operations and employees.
9

10 NOW, THEREFORE, the City Council of the City of Culver City, California,
11 DOES RESOLVE as follows:

12 The City Council hereby rescinds City Council Policy 4201 entitled "Employee
13 Education and Training" and authorizes the City Manager to transition this policy to
14 amended Administrative Policy II-08 (Employee Training, Education and Tuition
15 Reimbursement Program).
16

17
18 APPROVED and ADOPTED this _____ day of _____ 2023.
19

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21 _____
ALBERT VERA, Mayor
City of Culver City, California
22

23 ATTEST:

APPROVED AS TO FORM:

24 
25 _____

26 JEREMY BOCCHINO, City Clerk

HEATHER BAKER, City Attorney
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