

APPOINTMENTS**1.2.9****I. LIMITED-TERM APPOINTMENTS**

To meet the immediate emergency need or the immediate project-based staffing need, Department Directors may request to fill a limited-term appointment. Upon approval of the Human Resources Director and the City Manager, the requesting Department Director should request permission to fill a limited-term appointment through City Council action. Limited-term appointments should be allowed for no more than two years. Approval to hire and recruit limited-term employees is provided through Council action and limited-term employees may or may not be listed on the Salary Resolution.

Limited-term employees are at-will employee and are not subject to the personnel rules and regulations and are not a member of recognized city bargaining group. Benefit eligibility will be determined by the number of hours per week that the limited-term employee works and any benefit-eligible, limited term employee will be notified of their eligibility of benefits in writing at the time of hire. Limited-term employee's employment can be ended without reason or notice at any time.