CITY OF GUSTAVUS
RESOLUTION CY15-27

A RESOLUTION BY THE CITY OF GUSTAVUS ESTABLISHING A POLICY AND PROCEDURE ON PETS IN CITY HALL

WHEREAS City Hall is a place where employees and members of the public expect a safe and healthy environment for conducting City business; and

WHEREAS pets, in the past, have created unsafe and uncomfortable situations inside and within the near vicinity of City Hall; and

WHEREAS the attached Policy and Procedure allows pets to be left in a vehicle in the City Hall parking lot while City business is attended to; and

WHEREAS the attached Policy and Procedure allows reasonable accommodations for certified service dogs to be allowed inside City Hall;

NOW THEREFORE BE IT RESOLVED that the Gustavus City Council adopts the attached Policy and Procedure on pets in City Hall.

PASSED and **APPROVED** by a duly constituted quorum of the Gustavus City Council this 12th day of September, 2015, and effective upon adoption.

Mike Taylor

Mike Taylor, Mayor

JAEwing

Attest: Lori Ewing, City Clerk

CITY OF GUSTAVUS

POLICIES AND PROCEDURES

Title: Policy on Pets in City Hall

POLICY:

City Hall shall be a safe and healthy work location where employees and members of the public feel comfortable meeting and conducting City business. Because some people may have allergies to pets or do not feel comfortable being at City Hall if a pet is present, the City Council declares that no pets shall be allowed in City Hall or outside City Hall where they may be in a position to challenge or interfere with persons inside, entering or leaving City Hall.

Regarding service animals, the City is committed to reasonably accommodating medically documented physical and mental disabilities that would otherwise preclude employees from performing the essential functions of their positions, or would preclude a member of the public from participating in a public meeting or conducting business at City Hall. Before allowing a service animal as an accommodation, the City must be satisfied that the animal is appropriately trained and certified as a service animal and well behaved in all respects.

PROCEDURE:

1. Employees assigned to work at City Hall shall not bring pets to work.

2. Members of the public arriving at City Hall to attend a meeting or to conduct City business shall either keep their pet securely inside a parked vehicle, or if no vehicle is available, the pet may be securely tied at least 50 feet from any parking area or entrance to City Hall.

3. An accommodation may be made for an employee or visitor with a qualified service animal in accordance with the policy above.

Mike Taylor 10/13/15

Signed Mayor of the City of Gustavus Date