



Issue: ADDING JUNETEENTH AS A HOLIDAY OBSERVED BY THE CITY OF NIXA

Date: May 09, 2022

Submitted By: Amanda Hunsucker, Director of Human Resources

Background

Juneteenth became a new observed federal holiday in June 2021. Juneteenth celebrates the freedom of enslaved people in the United States at the end of the Civil War.

Analysis

The City of Nixa would like to add Juneteenth to our observed holiday schedule. It would be an annual holiday that would be observed each June 19. Juneteenth would be the first holiday added to the City's observed schedule in over 15 years.

Recommendation

Staff agrees with this recommendation.

RESOLUTION NO. 2022-053

A RESOLUTION OF THE COUNCIL OF THE CITY OF NIXA AMENDING THE CITY'S PERSONNEL HANDBOOK BY MODIFYING POLICY 7.1.3 TO ADD JUNETEENTH AS A LISTED PAID HOLIDAY.

WHEREAS City Charter Section 7.2 requires the Council to adopt a personnel code; and

WHEREAS the City maintains its personnel and employment policies in a Personnel Handbook, which is modified by Resolution from time to time; and

WHEREAS the City Council desires to modify the Personal Handbook to add Juneteenth as a paid holiday.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NIXA, AS FOLLOWS, THAT:

SECTION 1: The City's Personnel Handbook is hereby amended by repealing the current Policy referenced within the Personnel Handbook as "7.1.3 Holidays" and adopting in lieu thereof a new policy which is set forth in "Resolution Exhibit A." "Resolution Exhibit A" is attached hereto and incorporated herein by this reference as though fully set forth herein.

SECTION 2: This Resolution shall be in full force and effect from and after its final passage by the City Council and after its approval by the Mayor, subject to the provisions of section 3.11(g) of the City Charter.

ADOPTED BY THE CITY COUNCIL THIS 9th DAY OF MAY 2022.

ATTEST:

CITY CLERK

PRESIDING OFFICER

APPROVED BY THE MAYOR.

ATTEST:

CITY CLERK

MAYOR

APPROVED AS TO FORM:

DATE OF APPROVAL

CITY ATTORNEY

RESOLUTION EXHIBIT A

(Note: Language to be added is indicated by being underlined. Language to be removed is indicated by being ~~stricken~~.)

7.1.3 Holidays

The following paid holidays will be observed:

New Year's Day	Columbus Day
Martin Luther King Day	Veteran's Day
President's Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Independence Day	Christmas
Labor Day	<u>Juneteenth</u>

If a holiday falls on a weekend, the holiday will be observed on the closest Friday or Monday. Holidays that fall on a regular workday or day off for emergency or essential service personnel will be compensated as follows:

- a) Holidays that fall on a regular workday may be taken off that day if approved by the Supervisor.
- b) If the holiday falls on a scheduled workday and is worked, non-exempt employees will be paid at one and one-half times their hourly rate for hours worked or may record this as comp time. The time can also be flexed hour for hour, meaning, if the holiday falls on a Monday, the hours worked can be flexed during that work week (Monday-Sunday).
- c) In lieu of the above holiday pay policy, commissioned officers will accrue holiday hours annually. The amount of holiday pay accrued will depend on whether the officer is on 12-hour, 10-hour or 8-hour shifts. Commissioned officers working 12-hour and 10-hour shifts will accrue 110 hours of holiday pay annually. Commissioned officers working 8-hour shifts will accrue 88 hours of holiday pay annually. Holiday hours will accrue on the first pay period of the month for the months of January through November. Supervisors may require that an employee use accrued holiday time to cover absences instead of utilizing vacation leave or sick leave. In addition, a supervisor may require the employee to take time off to reduce holiday leave balances. Police officers will be allowed to use holiday time accrued upon approval from supervisor. If a holiday falls within a vacation time frame, it is required that holiday time be used for that holiday. Any holiday time not used by December 14th will be paid out in the pay period in which December 15th falls.