

RESOLUTION NO. 359

A RESOLUTION OF THE WOODINVILLE CITY COUNCIL AMENDING SECTIONS 7.11 AND 7.12 OF THE PERSONNEL POLICIES MANUAL REGARDING EMPLOYEE HOLIDAY BENEFITS.

WHEREAS, the City has converted to an organization-wide 9/80 workweek format that increases service hours to the public; and

WHEREAS, upon the recommendation of the City Manager, making changes in paid holiday hours for employees is advisable and reasonable; and

WHEREAS, one of the existing two "floating holidays" shall be eliminated in exchange for increasing the number of paid holiday hours from 8 hours to 9 hours for those days employees are scheduled to work 9 hours; and

WHEREAS, Sections 7.11 and 7.12 of the Personnel Policies Manual should be amended to enact this change and other recommended changes for paid employee holidays.

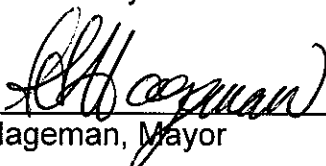
NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODINVILLE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Amendment of Personnel Policies Manual. The Woodinville City Council hereby approves amendment of Section 7.11 and 7.12 of the Personnel Policies Manual as shown in Exhibit A.

Section 2. Effective Date. The changes enacted in Section 1 of this resolution will become effective January 1, 2009.

Section 3. Severability/Savings. If any section, sentence, clause, or phrase of this Resolution or any resolution adopted or amended hereby, should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phase of this Resolution.

RESOLVED this 3rd day of June 2008.



Scott Hageman, Mayor

ATTEST/AUTHENTICATED:



JENNIFER KUHN
CITY CLERK/CMC

Passed by the City Council: June 3, 2008
Resolution No. 359

Resolution No. 359, Exhibit A

"7.11 HOLIDAYS

7.11.1 The following holidays are recognized by the City:

New Years Day	January 1
Martin Luther King's Birthday	3rd Monday in January
President's Day	3rd Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	1st Monday in September
Veteran's Day	November 11
Thanksgiving Day	4th Thursday in November
Day After Thanksgiving	4th Friday in November
Christmas Day	December 25
Floating Holiday	Up to <u>9</u> hours of holiday credit

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7.11.2 Any holiday falling on Saturday will be recognized on the preceding Friday. Any holiday falling on Sunday will be recognized on the following Monday.

7.11.3 Basic Benefit:

- A. Non-exempt, regular full-time employees will be paid or receive compensatory time off for the holiday plus one and one-half times their regular rate of pay for any time worked on the holiday. Such time must be pre-authorized by the supervisor.
- B. Part-time employees will be paid or receive compensatory time off for the holiday on a prorated basis according to the employee's work schedule.
- C. Temporary employees, Casual Workers and Interns are not eligible for paid holidays and will be paid at their regular straight-time rate for hours worked on a holiday.
- D. If a holiday falls on an eligible employee's scheduled day off, the number of holiday hours that would normally be observed will be placed into a "banked holiday" account for use by that employee in accordance with normal leave approval procedures.

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