

RESOLUTION 21-43
A RESOLUTION OF THE SOUTH WEBER CITY COUNCIL AMENDING
POLICIES AND PROCEDURE MANUAL HOLIDAY HOURS

WHEREAS, the Administration/Finance Committee met and discussed the question of holiday pay for part-time employees; and

WHEREAS, recreation, crossing guards, and fire department need to staff during holidays which can be difficult without pay incentive; and

WHEREAS, the cost to pay part-time employees that are required to work is minimal but will greatly increase morale; and

WHEREAS, the Committee recommends clarification so there could be no question as to intent; and

WHEREAS, Council has considered the matter and finds paying part-time employees for holidays supports the strategic goal of retaining high-performing employees;

NOW THEREFORE BE IT RESOLVED by the Council of South Weber City, Davis County, State of Utah, as follows:

Section 1. Amendment: The Policies and Procedure Manual section **4.080 Holiday Pay** paragraph one shall be amended to read as follows:

It is the policy of South Weber City that all full-time employees shall receive holiday pay for each of those days defined herein as legal holidays of the City. Employees shall be compensated for the number of hours that would normally be worked on that given day if it were not a holiday.

The following days, with the exception of Employee Birthdays, are defined as legal holidays upon which all offices of the City shall be closed, except those offices required by law or necessity to remain open. In the event the holiday falls on a Sunday, the following Monday shall be the holiday, and in the event the holiday falls on a Saturday, the preceding Friday shall be the holiday.

- (a) New Year's Day - January 1st;
- (b) President's Day - third Monday in February;
- (c) Memorial Day - last Monday in May;
- (d) Independence Day - July 4th;
- (e) Pioneer Day - July 24th;
- (f) Labor Day - first Monday in September;
- (g) Columbus Day - second Monday in October;
- (h) Thanksgiving - fourth Thursday in November;
- (i) The day after Thanksgiving;
- (j) Christmas Day - December 25th;
- (k) Either the day before or after Christmas as determined by the City Manager; and
- (l) Employee's Birthday; or equivalent time off if the birthday falls on a weekend or holiday.

South Weber City will automatically adopt any future paid holidays which are adopted by the state and/or federal government.

Full-time employees required to work on a legal City holiday shall receive an equivalent amount of time off on an alternate day as approved by his or her Supervisor or receive a wage at one and one-half times the straight-time rate for the hours worked on the holiday. Part-time employees required to work on a legal City holiday shall receive a wage at one and one-half times the straight-time rate for the hours worked on the holiday. Employees must have authorization from their Supervisor prior to working on a holiday. Holidays occurring during an employee's vacation or sick leave are not counted as vacation or sick days; excluding those employees who are scheduled to work on the holiday and will be given an alternate day off for the holiday.

Fire and public works employees required to work on a premium holiday as defined by this Policy shall receive a wage at two times the straight-time rate for the hours worked on the holiday. The following are considered premium holidays: Thanksgiving Day, Christmas Eve, Christmas Day, New Year's Eve, and New Year's Day.


In the event that a holiday falls on a Saturday, the preceding Friday shall be treated as the holiday. Should the holiday fall on a Sunday, the following Monday shall be treated as a holiday. For eligible employees, the employee BIRTHDAY holiday can only be taken as scheduled, and with prior authorization by their Supervisor. It must be taken by the employee within one week (before or after) the employee's birthdate in one full day segment or two half-day segments on consecutive days.

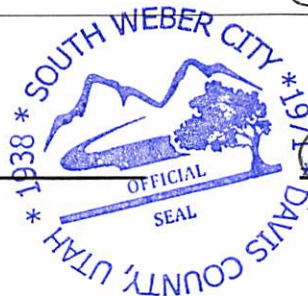
Section 2: Repealer Clause: All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.


PASSED AND ADOPTED by the City Council of South Weber, Davis County, on the 24th day of August 2021.

Roll call vote is as follows:

Council Member Winsor	FOR	AGAINST
Council Member Petty	FOR	AGAINST
Council Member Soderquist	FOR	AGAINST
Council Member Alberts	FOR	AGAINST
Council Member Halverson	FOR	AGAINST


Jo Sjoblom, Mayor




Attest: Lisa Smith, Recorder