

RESOLUTION NO. 96-030

A RESOLUTION AMENDING CERTAIN PROVISIONS  
OF RESOLUTION 92-103 ADOPTING EMPLOYEE  
HANDBOOKS OUTLINING CITY POLICIES AND PROCEDURES

WHEREAS, the City Council has expressed a desire to amend certain provision of the Group I, II, III, IV and V Employee Handbooks; and

WHEREAS, the provisions of Holidays, Sick Leave, Sick Leave Bonus, Funerals, Bereavement Leave, Immediate Family, Executive Days, and Medical/Dental/Vision Insurance are areas of concern identified to be amended; NOW THEREFORE,

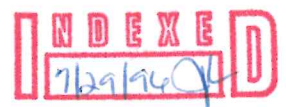
THE COUNCIL OF THE CITY OF THE DALLES ORDAINS AS FOLLOWS:

The City Employee Handbooks I, II, III, IV, and V shall be amended effective July 1, 1996 to read as follows:

Section 1. Emergency Leave will be changed to Bereavement Leave and the current provisions will be changed to allow the City Manager to grant up to 3 days for such leave.

Section 2. Immediate Family will be defined as spouse, children (broadly defined), parents (broadly defined), and siblings.

Section 3. Holidays shall be New Year's Day, President's Day, Memorial Day, Independence Day, Labor Day, Veterans' Day, Thanksgiving Day, Christmas day and 2 Personal Days for each employee. The Personal Days will be credited at 8 hours each on July 1 of each year (pro-rata for part time employees).



Unused holidays as of June 30 will be forfeited except in the instances of Police Sergeants. Police Sergeants will remain with the existing policy on holiday accruals.

Section 4. Employees may accrue unlimited sick leave accumulation. The "sick leave bonus" shall no longer be an option available.

Section 5. Executive days not used by June 30 of each year will be forfeited.

Section 6. Medical/Dental/Vision insurance premiums are capped at the 1995/96 fiscal year rates. Employees are responsible for paying premium rates above the cap.

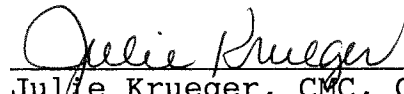
**PASSED AND ADOPTED THIS 22ND DAY OF JULY 1996.**

Voting Yes, Councilmembers:	<u>Davis, Hill, Briggs, Koch, Van Cleave</u>
Voting No, Councilmembers:	<u>None</u>
Absent Councilmembers:	<u>None</u>
Abstaining Councilmembers:	<u>None</u>

**AND APPROVED BY THE MAYOR THIS 22ND DAY OF JULY 1996.**

Attest:

  
David R. Beckley, Mayor

  
Julie Krueger, CMC, City Clerk