

RESOLUTION No. 2023-04

A RESOLUTION OF THE CITY OF ELECTRIC CITY UPDATING SECTION 9.2 OF THE EMPLOYEE HANDBOOK

RECITALS:

1. The City Council of the City of Electric City adopted an Employee Handbook by Resolution 2022-15 in November 2022.
2. The City Council of Electric City is desirous of amending the annual vacation accrual time granted to employees outlined in Section 9.2 of the Employee Handbook replacing the current accrual table with the new accrual table:

Year of Service	Hours Per Pay Period	Annual Hours Earned	Days Earned Annually	Maximum Hours Cap
1 year	3.34	40	5	40
2 thru 4	6.67	80	10	120
5 + years	13.34	160	20	240

Year of Service	Hours Per Pay Period	Annual Hours Earned	Days Earned Annually	Maximum Hours Cap
1 year	3.34	40	5	40
2 thru 5	6.67	80	10	120
6-15 years	10.0	120	15	240
16-25 years	13.34	160	20	240
26+ years	16.67	200	25	240

RESOLVED:

1. The City Council approves the replacement table to Section 9.2 of the Employee Handbook.
2. This policy will prevail over conflicting policies approved by the Mayor or adopted by the City Council.
3. This resolution shall take effect immediately upon its passage and adoption.

Passed by majority vote of the Electric City City Council in open meeting this 14<sup>th</sup> day of February 2023.

Approved:

  
\_\_\_\_\_  
Diane Kohout, Mayor

Attested:

  
\_\_\_\_\_  
Peggy Nevsimal, City Clerk/Treasurer