

**Resolution No. 2011-070 N.C.S.
of the City of Petaluma, California**

**APPROVING FIXED AND OBSERVED HOLIDAYS
FOR FISCAL YEAR 2011-2012**

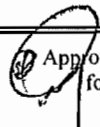
BE IT RESOLVED, that the designated fixed and observed holidays for the employees of the City of Petaluma shall be as follows:

<u>FIXED HOLIDAY</u>	<u>DATE TO BE OBSERVED</u>
Independence Day	Monday, July 4, 2011
Labor Day	Monday, September 5, 2011
Columbus Day	Monday, October 10, 2011
Veterans Day	Friday, November 11, 2011
Thanksgiving Day	Thursday, November 24, 2011
Day after Thanksgiving	Friday, November 25, 2011
Christmas Eve	Friday, December 23, 2011
Christmas Day	Monday, December 26, 2011
New Year's Day	Monday, January 2, 2012
Martin Luther King Day	Monday, January 16, 2012
Presidents' Day	Monday, February 20, 2012
Memorial Day	Monday, May 28, 2012

Under the power and authority conferred upon this Council by the Charter of said City.

REFERENCE:

I hereby certify the foregoing Resolution was introduced and adopted by the Council of the City of Petaluma at a Regular meeting on the 16th day of May, 2011, by the following vote:

 Approved as to form:

-City Attorney

AYES:

Albertson, Barrett, Mayor Glass, Harris, Vice Mayor Healy, Kearney, Renée

NOES:

None


ABSENT:

None

ABSTAIN:

None

ATTEST:



City Clerk



Mayor



Agenda Item #3.A

DATE: May 16, 2011
TO: Honorable Mayor and Members of the City Council through City Manager
FROM: Pamala Stephens, Human Resources Manager *P. Stephens*
SUBJECT: Resolution Approving Fixed and Observed Holidays for Fiscal Year 2011-2012

RECOMMENDATION

It is recommended that the City Council adopt the attached resolution Approving Fixed and Observed Holidays for Fiscal Year 2011-2012.

BACKGROUND

The City's agreements with Unit 1 - Confidential, Unit 2- Maintenance, Unit 3- Clerical/Technical, Unit 4- Professional, Unit 6- Police, Unit 8- Department Directors, Unit 9- Mid-Managers, Unit 10- Public Safety Mid-Management (Police personnel), and Unit - 11 Confidential provides employees with twelve paid holidays per fiscal year. Pursuant to the bargaining unit agreements the twelve holidays provided to employees in these bargaining units is designated by City Council resolution. The Unit 7- Fire agreement and Unit 10- Public Safety Mid-Management (Fire personnel) specifies the fixed and observed holidays, thus the proposed resolution does not apply to that bargaining unit or specific personnel. A fixed holiday is the actual holiday the City has agreed to recognize. The observed holiday is the date the fixed holiday will be observed and employees will be provided with the day off.

Because the language contained within each of the MOU's varies slightly, the resolution designates the fixed holiday, as well as the day of observance.,

DISCUSSION

By adopting the resolution designating fixed and observed holidays, consistency is achieved between groups, and expectations relative to days of operation are more clearly understood by the public.

FINANCIAL IMPACTS

City bargaining unit employees are provided by agreement with twelve paid holidays per fiscal year which are to be designated by City Council resolution. Employees with twelve paid

Agenda Review:

City Attorney N/A

Finance Director N/A

City Manager *[Signature]*

holidays are also provided with one floating holiday. The paid time off is budgeted in the employee salaries budget. The annual estimated value of paid holidays off for employees and holiday pay for safety employees in FY 2011-12 is \$ 1,079,602. The annual estimated value of the floating holiday in FY 2011-12 is \$ 75,614.

ATTACHMENTS

1. Resolution

Resolution No. 2011-XXX N.C.S.
of the City of Petaluma, California

**RESOLUTION APPROVING FIXED AND OBSERVED HOLIDAYS
FOR FISCAL YEAR 2011-2012**

BE IT RESOLVED, that the designated fixed and observed holidays for the employees of the City of Petaluma shall be as follows:

<u>FIXED HOLIDAY</u>	<u>DATE TO BE OBSERVED</u>
Independence Day	Monday, July 4, 2011
Labor Day	Monday, September 5, 2011
Columbus Day	Monday, October 10, 2011
Veterans Day	Friday, November 11, 2011
Thanksgiving Day	Thursday, November 24, 2011
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