ORDINANCE NO. ­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

AN ORDINANCE OF THE CITY OF [ ], TENNESSEE ALTERING VACATION AND ADDING A SICK LEAVE POLICY FOR MUNICIPAL EMPLOYEES.

WHEREAS, the City of [ ], Tennessee provides certain benefits to its employees; and

WHEREAS, the City has not previously provided sick leave benefits, which places employees in a tenuous situation when they are sick; and

WHEREAS, the City needs to provide adequate holidays for employees; and

WHEREAS, the City of [ ] desires to be a competitive employer, working to attract and retain the best employees available, and it is not possible to do this without providing a competitive benefit package:

NOW, THEREFORE BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF [ ], TENNESSEE THAT:

Section 1: Section 4, Part A of the *City of [ ] Personnel Policies* are hereby amended by adding Martin Luther King Jr. Day and Christmas Eve to the list of official paid holidays for full-time employees.

Section 2. A new Part D is hereby added to Section 4 of the *City of [ ] Personnel Policies* as follows:

**D. Sick Leave** – All full-time employees shall earn sick leave at the rate of .5 days per month of employment (6 days per year). Up to 4 sick leave days may be carried over from calendar year to calendar year, provided, however, that at no time may an employee accrue more than 10 days of sick leave.

Section 3. This ordinance shall take effect from and after its final passage, the public welfare requiring it.

Passed First Reading: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Passed Second Reading: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Mayor Date

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City Recorder Date