

Eagle Mountain City, Utah

RESOLUTION NO. R- 09-2010

**A RESOLUTION OF THE CITY COUNCIL
OF EAGLE MOUNTAIN CITY, UTAH
AMENDING AND APPROVING THE
2008 PERSONNEL POLICIES AND PROCEDURES MANUAL**

WHEREAS, the City Council of Eagle Mountain City, Utah, finds that it is in the public interest and in the interest of the management of the City and the employees of the City to revise and amend the Personnel Policies and Procedures Manual in use up to the date of this Resolution; and

WHEREAS, the 2008 Eagle Mountain City Personnel Policies and Procedures Manual has been edited, reviewed and compiled to represent the needs of the City and the rights and responsibilities of its employees and should be amended as presented in Exhibit 1 to this Resolution;

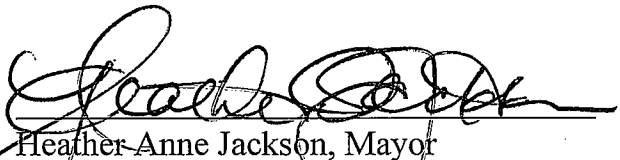
NOW THEREFORE, be it resolved by the City Council of Eagle Mountain City, Utah, that the 2008 Eagle Mountain City Personnel Policies and Procedures Manual hereby is amended and adopted as set forth specifically in Exhibit 1 to this Resolution.

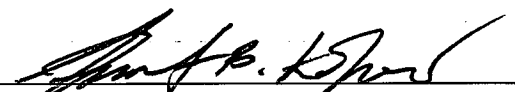
This Resolution shall take effect upon its enactment by the City Council.

ADOPTED by the City Council of Eagle Mountain City, Utah, this 20st day of April, 2010.

EAGLE MOUNTAIN CITY, UTAH

ATTEST


Heather Anne Jackson, Mayor

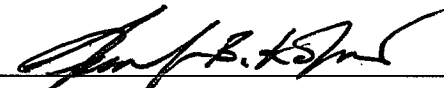

Fionnuala B. Kofoed, City Recorder



CERTIFICATION

The above resolution was adopted by the City Council of Eagle Mountain City on the 20th day of April, 2010.

5 voting aye 0 voting nay



Fionnuala B. Kofoed, City Recorder

EXHIBIT

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MEDIA REQUESTS

All requests from the media shall be directed to and managed by the Public Information Director. The Public Information Director will then notify the Mayor regarding all such requests from the media. In the event the Public Information Director is unavailable, media requests will be directed to and managed by the City Administrator or, in his absence, the Assistant City Administrator.

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DONATION OF LEAVE

Recognizing that maternity leave or an unusually grave and unexpected illness or accident suffered by an employee or a dependent may require an employee to be off from work for an extended period of time, and that an employee may exhaust their accumulated leave, the City shall allow other employees to assist such employee by donating sick leave accumulated in donating employee's long-term sick leave account balance. Donations may only be made to an employee who is on maternity leave or is recovering or whose dependent is recovering from an unusually grave and unexpected illness or injury that prohibits the employee from returning to work until a sufficient recovery is made.

- A. Donations may be made to an employee only after the receiving employee has exhausted all leave.
- B. The employee donating the long-term sick leave gives up all rights and interest to that leave and may not reduce their own long-term sick leave account balance below 96 hours. The donating employee must sign a form authorizing the donation.
- C. Donated sick leave is donated based on an hour-per-hour basis.
- D. An employee receiving donated sick leave may not receive more than 160 hours of donated leave for any single occurrence of maternity leave or unexpected illness or accident.

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APPEAL PROCEDURES.

A. The following employees do not have appeal rights:

- (1) an officer appointed by the Mayor or other person or body exercising executive power in the municipality (City Administrator);
- (2) a police chief of the City;
- (3) a deputy police chief of the City;
- (4) a fire chief of the City;
- (5) a deputy or assistant fire chief of the City;