



ORDINANCE: 41 – 22

PASSED: \_\_\_\_\_

**AN ORDINANCE AMENDING SECTION III - VACATION OF THE EMPLOYEE HANDBOOK RELATED TO THE ACCRUAL OF VACATION HOURS AND DECLARING AN EMERGENCY**

**WHEREAS**, employees can currently accrue vacation hours up to a maximum of three (3) years' worth of hours; and,

**WHEREAS**, Council desires to update Section III of the Employee Handbook related to the accrual of vacation time;

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF OBETZ, OHIO, THAT:**

Section 1. Section III – Vacation of the Leave Chapter is hereby amended as follows:

**III. VACATION**

Full-time employees of the Village are eligible for paid vacation leave according to the following eligibility guidelines:

<b>Years of Service</b>	<b>Vacation Time</b>	<b>Accumulation</b>
Upon Date of Hire	40 hours	1.54 hours per pay period
1-4 Years of Service	80 hours	3.08 hours per pay period
5-9 Years of Service	120 hours	4.62 hours per pay period
10-14 Years of Service	140 hours	5.38 hours per pay period

Vacation accumulation is based on a forty (40) hour workweek and capped as outlined above. Vacation leave shall be scheduled by each department in a manner deemed most advantageous for the service and the interest of the Village. Vacation time can be granted in minimum units of one-half (1/2) hour.

All employees shall be allowed to accrue vacation hours up to a maximum of ~~three (3)~~ **five (5)** years' worth of hours according to the rate at which vacation time is being accrued. All eligible employees leaving the employment of the Village, either upon termination or retirement from active service, shall be paid at their current rate of pay for up to two (2) years of vacation accrual. Any remaining accrued vacation leave above two years' accrual will be forfeited.

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Section 2. This Ordinance is hereby declared to be an emergency measure, necessary for the preservation of the public health, safety and welfare, such emergency arising from the need to update the City’s employment policies; WHEREFORE, this Ordinance shall take effect and be in force from and after its passage.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

**ATTESTS:**

\_\_\_\_\_  
Stacey Boumis, Clerk of Council

\_\_\_\_\_  
Angela M. Kirk, Mayor

\_\_\_\_\_  
Michael Flaherty, Council Pres. Pro-Tem

**APPROVED AS TO FORM**

\_\_\_\_\_  
Eugene Hollins, Esq., Law Director

**CERTIFICATION OF PUBLICATION**

Pursuant to the City Charter, I, Stacey E. Boumis, Clerk of Council of the City of Obetz, Ohio, do hereby certify that Ordinance 41 – 22 was duly posted at \_\_\_\_\_ (time) on the \_\_\_\_\_ day of \_\_\_\_\_, 2022, at the Obetz Government Center, Obetz Community Center, and Obetz Athletic Club, as well as on the Obetz website.

\_\_\_\_\_  
Stacey Boumis, Clerk

\_\_\_\_\_  
Date