

Introduced by: City Manager Griffin
 Date: February 25, 2014
 Public Hearing: March 11, 2014
 Action: Adopted
 Vote:

Yes:	No:
Best	Johnson
Erbey	
Carrington	
Combs	
DeVries	
Hanson	

CITY OF PALMER, ALASKA

Ordinance No. 14-007

An Ordinance of the Palmer City Council Amending Palmer Municipal Code Section 4.30.140 Leave Without Pay

THE CITY OF PALMER, ALASKA ORDAINS:

Section 1. Classification. This ordinance shall be permanent in nature and shall be incorporated into the Palmer Municipal Code.

Section 2. Severability. If any provisions of this ordinance or application thereof to any person or circumstances are held invalid, the remainder of this ordinance and the application to the other persons or circumstances shall not be affected thereby.

Section 3. Section 4.20.010 is hereby amended to read as follows (new language is underlined and deleted language is stricken):

4.30.140 Leave without pay.

- A. Personal leave must be used prior to leave without pay. Leave without pay (other than that resulting from suspension without pay) cannot be granted until all personal leave has been used. Employees on approved personal leave who exhaust their leave balance will automatically be put on leave without pay.
- B. Not to exceed five working days. Employees may be granted leave without pay by their ~~immediate supervisor~~ department director in an amount not to exceed five working days in any calendar year providing it does not impair the effectiveness of the department.
- C. Leave in excess of five working days. Leave without pay in excess of five working days must be approved by the manager with the recommendation of the personnel officer and an accompanying report and recommendation from the department director.
- D. Health insurance. Health insurance to the extent provided for other employees shall continue in effect during leave without pay (including that resulting from suspension without pay) ~~for a period not to exceed three months or 18 weeks if on approved family medical leave.~~
 - 1. Leave without pay not related to family medical leave act. An employee on leave without pay, not related to the family medical leave, shall pay both the employer and employee

share of the monthly health insurance premium at a pro-rated amount when the employee's leave without pay exceeds two weeks;

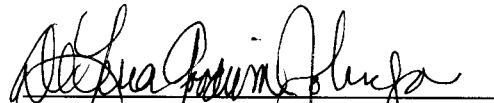
2. Leave without pay related to the family medical leave act. The City shall continue to pay the health insurance premium, for a period not to exceed 18 weeks, for an employee on approved family medical leave.

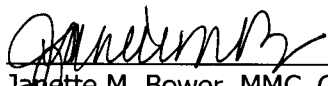
E. Leave and holiday accumulation.

1. Personal leave and holidays ~~will~~ does not accumulate during leave without pay, unless the employee is on approved family medical leave.
2. Employees, other than those on approved family medical leave, returning to work immediately following leave without pay must work the day previous and following a holiday to qualify for holiday pay.

Section 4. Effective Date. Ordinance No. 14-007 shall take effect upon adoption by the City of Palmer City Council.

Passed and approved this eleventh day of March, 2014.


DeLena Goodwin Johnson, Mayor


Janette M. Bower, MMC, City Clerk