

**CITY OF DUNES CITY,
LANE COUNTY, OREGON**

RESOLUTION SERIES 2016, NO. 4 (04/14/2016)

Effective Date: 04/14/2016

**A RESOLUTION SETTING SICK LEAVE ACCRUAL RATES AND
SICK LEAVE CARRY OVER RATES FOR ALL EMPLOYEES,
BOTH PERMANENT AND TEMPORARY, WHO PROVIDE
SERVICES TO DUNES CITY, AND OTHER MATTERS
PROPERLY RELATING THERETO.**

WHEREAS, pursuant to ORS 653.601 through and including 653.661, cities having fewer than 10 employees are required to provide not less than Forty (40) hours of unpaid sick leave; and

WHEREAS, Dunes City currently has Four (4) employees as defined in said provisions of statute, with potential to have Five (5) such employees, once the City Recorder/City Administrator position is filled; and

WHEREAS, under said statute, cities are allowed to provide more than Forty (40) hours of unpaid sick time if they so desire; and

WHEREAS, cities must adopt appropriate policies identifying the total number of sick leave hours allowed to be accrued during any one year; and

WHEREAS, in addition, cities must adopt a policy identifying whether "year" will mean a calendar year or a fiscal year; and

WHEREAS, cities must further adopt a policy identify the number of sick leave hours, if any, to be carried over each year; and

WHEREAS, cities must notice their employees of the adoption of all of the above policy decisions;

**NOW, THEREFORE, FOR AND IN CONSIDERATION OF THE FOREGOING,
THE DUNES CITY COUNCIL HEREBY RESOLVES AS FOLLOWS:**

On January 1st of each year, sick leave as required by Oregon Revised Statutes will be credited to the account of each employee in the amount of Forty (40) hours per year on a front-load basis.

The maximum amount of sick leave accrued in any one fiscal year will be Forty (40) hours.

All sick leave will expire at the end of the year when the sick leave was accrued. Employees may not carry over accrued sick leave.

No employee will be compensated for unused sick leave for any reason, including termination or separation.

The interim City Administrator/Recorder is hereby directed to provide notice to all Dunes City employees of the provisions of the statute and this Resolution,

ADOPTED BY THE DUNES CITY COUNCIL THIS 10th DAY OF MARCH, 2016.

Ayes: 4 Nays: 2 Abstain: 0 Absent: 0 Vacant: 0

Rebecca Ruede, Mayor
Rebecca Ruede, Mayor

ATTEST:

Jamie Mills
Jamie Mills, Interim City Administrator/Recorder