

Received electronically 05/25/2020

ORDINANCE 2020-05

AN ORDINANCE TO AMEND A PORTION OF CHAPTER 40
OF THE AUBURN CITY CODE OF ORDINANCES

SUMMARY

This Ordinance amends a portion of Chapter 40 of the Auburn City Code as it relates to the General Personnel Policy amending Chapter 40.35 to add language for the regularly scheduled technical assistants and interns. Chapter 40.32 allows Departments to assign flexible staffing classifications or other arrangements as needed. The regularly scheduled technical assistants and interns meets the definition of 40.32 (6) and this ordinance restates a policy that said employees do not qualify for holiday pay or any other fringe benefits afforded to full-time employees.

The regularly scheduled technical assistants and interns do not qualify for paid holidays.

This Ordinance shall be codified in Chapter 40.35 of the Auburn City Code. Further said original shall be retained by the Office of the Clerk-Treasurer. The Ordinance shall be kept in booklet form that is readily available for review or dissemination to the public and the codified version shall be maintained on-line at www.ci.auburn.in.us.

_____ Recorder's Office	_____ Publish Public Hearing
_____ Auditor's Office	_____
_____ Clerk's Office	_____ x _____ Publish O/R after adoption
_____ Other	_____

ORDINANCE NO. 2020-05

**AN ORDINANCE TO AMEND A PORTION OF CHAPTER 40
OF THE AUBURN CITY CODE OF ORDINANCES**

WHEREAS, the City of Auburn, Indiana has certain employees who perform technical assistance and interns; and

WHEREAS, said positions are not considered to be full-time or a regularly scheduled part-time position; and

WHEREAS, this Ordinance shall address said technical assistant positions and intern positions who serve the general public and work on a part-time basis to serve the needs of the public who are receiving services from the City of Auburn, Indiana; and

**NOW THEREFORE, BE IT ORDAINED BY THE CITY OF AUBURN,
INDIANA,** that Chapter 40 shall be amended as follows:

SECTION 1.

Chapter 40.35 shall be amended as follows:

G. HOLIDAY PAY

1. The City of Auburn designates certain days to be observed as paid holidays. Temporary, seasonal, occasional part-time or full-time employees, regularly scheduled technical assistants and interns do not qualify for paid holidays or any other fringe benefits afforded to full-time employees. However, regularly scheduled part-time employees will receive holiday pay calculated by the average hours per day worked.
2. The following days shall constitute paid holidays:
 - a. New Years' Day;
 - b. Memorial Day;
 - c. Independence Day;
 - d. Labor Day;
 - e. Thanksgiving Day;
 - f. Day following Thanksgiving;
 - g. Christmas Day; and
 - h. Floating Holiday to be determined by the Mayor at the beginning of each calendar year.
3. To be eligible to receive holiday pay, the employee must be present on their scheduled working day preceding the paid holiday and on their first scheduled working day following the paid holiday. All categories of benefit days will count as being present the day before and/or after a holiday.
4. If any holidays fall on a Saturday, the preceding Friday shall be the observed holiday. If any holiday falls on a Sunday the following Monday shall be the observed holiday. This practice may be altered if designated different by the Mayor prior to the holiday.

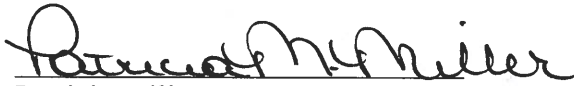
1st Reading 06/02/2020
2nd Reading 06/16/2020

BE IT FURTHER ORDAINED that this ordinance amending the personnel policy shall be in full force and effect upon passage and the appropriate publication in accordance with the Indian Code and that this Ordinance shall be further codified in a format that is consistent with Exhibit "A" in the Auburn City Code in Chapter 40 the Personnel Policy. Further said original shall be retained by the Office of the Clerk-Treasurer. The Ordinance shall be kept in booklet form that is readily available for review or dissemination to the public and the codified version shall be maintained on-line at www.ci.auburn.in.us.

PASSED AND ADOPTED by the Common Council of the City of Auburn, Indiana, this 16 day of June, 2020.


James Finchum, Councilmember


ATTEST:


Patricia Miller
Clerk-Treasurer

Presented by me to the Mayor of the City of Auburn, Indiana, this 16 day of June, 2020.


PATRICIA M. MILLER, Clerk-Treasurer

APPROVED AND SIGNED by me this 16 day of June, 2020.


MICHAEL D. LEY, Mayor

VOTING:

AYE

NAY

Jim Finchum




Denny Ketzenberger



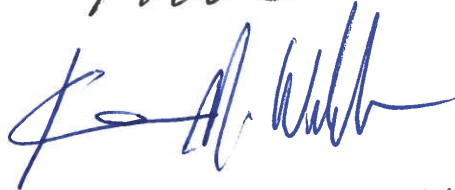
Dennis K Kruse II



Mike Watson



Kevin Webb



Michael Walter

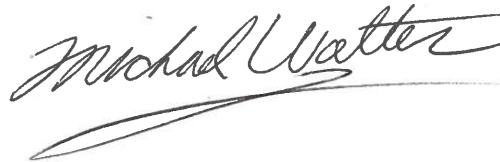


Exhibit "A"

Chapter 40.35 shall be amended as follows:

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