

First Reading: May 11, 2021
Second Reading: May 18, 2021

ORDINANCE NO. 13671

AN ORDINANCE TO AMEND CHATTANOOGA CITY CODE, PART II, CHAPTER 2, SECTION 2-3, RELATING TO SPECIFICALLY HOLIDAYS, TO ADD JUNE 19 OF EACH YEAR AS A PAID HOLIDAY OF COMMEMORATION WHICH IS KNOWN AS “JUNETEENTH INDEPENDENCE DAY”.

WHEREAS, on March 4, 2020, Resolution No. 30280, established June 19 of each year as a day of commemoration which is known as “Juneteenth Independence Day”; and

WHEREAS, the Finance Officer has determined that providing an additional holiday for all regular full-time, part-time, and grant-funded employees, including those in their initial probationary period for an additional paid holiday on June 19 of each year, will require additional overtime pay for core services estimated at \$65,000.00 based upon current rates of pay and lost productivity valued at \$628,000.00 annually; and

WHEREAS, the City Council has authority to amend the Employee Information Guide (EIG) to provide an additional paid holiday, subject to available funding which may occur beginning on June 19, 2022, in the Fiscal Year 2022 Budget (or “June 19, 2021 in the Fiscal Year 2021 Budget” depending on intent).

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CHATTANOOGA, TENNESSEE, That

SECTION 1. Chattanooga City Code, Part II, Chapter 2, Section 2-3, be deleted in its entirety and substituted in lieu thereof as follows:

Sec. 2-3. - Hours of operation; Holidays; Work Schedules; and Meal Periods.

(a) Offices of City government shall be opened for transaction of public business from 8:00 a.m. until 4:30 p.m. except on Saturday, Sunday and when City Hall and related offices are closed unless otherwise designated.

(b) City Hall and related offices shall be closed on the following City recognized holidays:

PAID HOLIDAY SCHEDULE

- 1) New Year's Day January 1
- 2) Martin Luther King's Birthday Third Monday in January
- 3) Good Friday Friday preceding Easter Sunday
- 4) Memorial Day Last Monday in May
- 5) Juneteenth Independence Day June 19
- 6) Independence Day July 4
- 7) Labor Day First Monday in September
- 8) Veteran's Day November 11
- 9) Thanksgiving Day Fourth Thursday in November
- 10) Friday After Thanksgiving Day in November
- 11) Christmas Eve December 24
- 12) Christmas Day December 25

When holidays fall on a Saturday, then City Hall and related offices shall be closed on the preceding day (Friday). When holidays fall on a Sunday, then City Hall and related offices shall be closed the next day (Monday).

(c) All employee work weeks and work periods as required by the Fair Labor Standards Act shall be established by department administrators and made available in writing to employees and filed with the Departments of Finance and Personnel.

(d) Each employee shall have a minimum of a thirty (30) minute unpaid meal period (one (1) hour maximum) if scheduled to work six (6) hours consecutively. The meal period shall not be scheduled within the first or last hour of the scheduled work day or shift unless specifically authorized by the immediate supervisor on a sporadic basis.

(e) Department heads are to ensure that all regular employees work their scheduled standard hours.


SECTION 2. BE IT FURTHER ORDAINED that this Ordinance shall take effect on July 1, 2021, so that it will not result in a paid holiday during the Fiscal Year 2021 budget that is not funded.

Passed on second and final reading: May 18, 2021



CHAIRPERSON

APPROVED: DISAPPROVED:



MAYOR

PAN/mem/v3