

## **ORDINANCE 23-06**

### **AN ORDINANCE TO AMEND THE SPRING HILL EMPLOYEE HANDBOOK REGARDING HOLIDAYS**

**WHEREAS**, the Board of Mayor and Aldermen of the City of Spring Hill, pursuant to its Charter (Article 4, Section 4-101) and general law of the State of Tennessee, enacted and adopted an Employee Handbook for the employees of the City of Spring Hill; and

**WHEREAS**, the Board of Mayor and Aldermen of the City of Spring Hill does desire to again amend the personnel rules and regulations established in Ordinance 99-4, to modify the employee holiday policy;

**WHEREAS**, the federal government adopted the Juneteenth National Independence Day as a US federal holiday on June 17<sup>th</sup>, 2021;

**WHEREAS**, the State of Tennessee has adopted the Juneteenth National Independence Day as a Tennessee state holiday on May 5<sup>th</sup>, 2023;

**WHEREAS**, the City of Spring Hill Board of Mayor and Aldermen adopted Resolution 21-71, A Resolution to Declare the Saturday (Usually the Third Saturday) Closest to June 19<sup>th</sup> of Each Year as “Juneteenth” in the City of Spring Hill

**WHEREAS**, the Board of Mayor and Aldermen, by passage of this Ordinance, hereby amends the Employee Handbook by modifying the "Holidays" Section of the Employee Handbook;

**BE IT THEREFORE ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF SPRING HILL, TENNESSEE** that the following amendments be made to the Employee Handbook for the employees of the City of Spring Hill, TN effective 05/11/2023;

#### ***5.01 Holidays***

All active full-time employees, both regular and introductory, will receive the following **thirteen (13)** paid holidays:

- New Year’s Day
- Martin Luther King Day
- President’s Day
- Good Friday,
- Memorial Day
- **Juneteenth Independence Day**
- Independence Day
- Labor Day
- Veteran’s Day
- Thanksgiving Day
- Friday after Thanksgiving
- Christmas Eve
- Christmas Day



The holiday schedule does not apply to shift personnel of the Fire and Police departments because they are required to work when their scheduled shift falls on any City-observed holidays. Such employees will receive compensation as described below under holiday pay. Part-time and temporary employees are not eligible for holiday pay.

If a holiday falls over a vacation, holiday pay will apply instead of the vacation pay that otherwise would have been applied. If a recognized holiday falls on a Saturday or Sunday, eligible employees will observe the holiday either the Friday before or Monday after the holiday as designated by the City.

**5.01.01 Holiday Pay**

Except as described below for shift personnel of the Police and Fire Departments, employees whose normal work schedule includes working on a recognized holiday will be paid at their regular hourly rate for each hour worked on the holiday and provided another scheduled day off in lieu of the holiday or be paid at a rate of two and one-half times their normal wage rate for the hours worked on the holiday with the approval of the department head. Any non-exempt employee, other than shift personnel of the Fire and Police departments, who work on a holiday due to an emergency or for operating efficiency, will be compensated at one and one-half times their regular rate of pay for the actual hours worked that day, regardless of the number of hours worked that week, in addition to the regular holiday pay.

All shift personnel of the Police and Fire Departments, regardless of whether they actually work a regular shift which falls on a recognized holiday, will accrue one day of additional vacation leave in lieu of each City observed holiday, and will be paid at their regular hourly rate for any hours actually worked on that holiday.

In order to receive pay for an observed holiday, an employee must work on or have an excused and paid absence from the normal workday preceding and following the holiday. Absence due to illness may require a doctor's statement. Holiday pay and/or holiday credit is not available to employees on unpaid leave of absence.

Passed on First Reading: May 15, 2023

Passed on Second Reading: June 5, 2023



April Goad, City Recorder

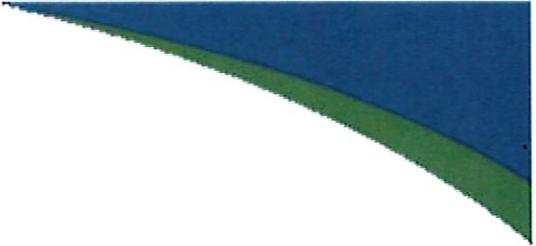


LEGAL FORM APPROVED:



Patrick Carter, City Attorney





**MEMORANDUM**

TO: Board of Mayor and Aldermen  
CC:  
FROM: Richard L. Stokes, HR Director, City of Spring Hill  
RE: Juneteenth Independence Day  
DATE: 5/10/2023

**PURPOSE:**

The purpose of this ordinance is to modify the City of Spring Hill holidays to add the Juneteenth Independence Holiday on June 19<sup>th</sup> of each year.

**BACKGROUND:**

On May 17<sup>th</sup>, 2021, the Board of Mayor and Aldermen of the City of Spring Hill adopted Resolution 21-17, A Resolution to Declare the Saturday (Usually the Third Saturday) Closest to June 19<sup>th</sup> of Each Year as "Juneteenth" in the City of Spring Hill.

On June 17<sup>th</sup>, 2021, the federal government adopted the Juneteenth National Independence Day as a US federal holiday. Officially known as Emancipation Day commemorates the June 19<sup>th</sup>, 1865 announcement of the abolition of slavery in Texas and the emancipation of African American slaves throughout the Confederate South.

On May 5<sup>th</sup>, 2023, Tennessee Governor Bill Lee signed HB317/SB269, An Act to amend Tennessee Code Annotated Title 15, relative to Juneteenth, making the day an official holiday of the State of Tennessee.

**FINANCIAL IMPACT:**

None

**STAFF RECOMMENDATION:**

It is recommended that the ordinance is adopted.





## 5.00 Employee Benefits

### 5.01 Holidays

All active full-time employees, both regular and introductory, will receive the following twelve (12) paid holidays:

- New Year's Day
- Martin Luther King Day
- President's Day
- Good Friday,
- Memorial Day
- Independence Day
- Labor Day
- Veteran's Day
- Thanksgiving Day
- Friday after Thanksgiving
- Christmas Eve
- Christmas Day

The holiday schedule does not apply to shift personnel of the Fire and Police departments because they are required to work when their scheduled shift falls on any City-observed holidays. Such employees will receive compensation as described below under holiday pay. Part-time and temporary employees are not eligible for holiday pay.

If a holiday falls over a vacation, holiday pay will apply instead of the vacation pay that otherwise would have been applied. If a recognized holiday falls on a Saturday or Sunday, eligible employees will observe the holiday either the Friday before or Monday after the holiday as designated by the City.

#### 5.01.01 Holiday Pay

Except as described below for shift personnel of the Police and Fire Departments, employees whose normal work schedule includes working on a recognized holiday will be paid at their regular hourly rate for each hour worked on the holiday and provided another scheduled day off in lieu of the holiday or be paid at a rate of two and one-half times their normal wage rate for the hours worked on the holiday with the approval of the department head. Any non-exempt employee, other than shift personnel of the Fire and Police departments, who work on a holiday due to an emergency or for operating efficiency, will be compensated at one and one-half times their regular rate of pay for the actual hours worked that day, regardless of the number of hours worked that week, in addition to the regular holiday pay.

All shift personnel of the Police and Fire Departments, regardless of whether they actually work a regular shift which falls on a recognized holiday, will accrue one day of additional vacation leave in lieu of each City observed holiday, and will be paid at their regular hourly rate for any hours actually worked on that holiday.

In order to receive pay for an observed holiday, an employee must work on or have an excused and paid absence from the normal workday preceding and following the holiday. Absence due to illness may require a doctor's statement. Holiday pay and/or holiday credit is not available to employees on unpaid leave of absence.



**RESOLUTION 21-71**

**A RESOLUTION TO DECLARE THE SATURDAY (USUALLY THE THIRD SATURDAY) CLOSEST TO JUNE 19 OF EACH YEAR AS "JUNETEENTH" IN THE CITY OF SPRING HILL**

**WHEREAS**, Juneteenth, also called Emancipation Day, or Juneteenth Independence Day, holiday commemorates the end of slavery in the United States, and is observed annually on June 19; and

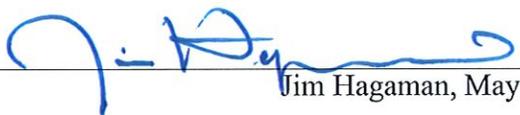
**WHEREAS**, Juneteenth, is an important day for the citizens of Spring Hill and throughout the United States; and

**WHEREAS**, the City of Spring Hill wishes to formally acknowledge and declare the Saturday closest to June 19 (usually the third Saturday) of each year as Juneteenth; and

**WHEREAS**, the Board of Mayor and Aldermen believes it is in the best interest of the City of Spring Hill to make such a declaration.

The Saturday (usually the third Saturday) closest to June 19 of each year shall be declared as Juneteenth in the City of Spring Hill.

Passed and adopted on this 17<sup>th</sup> day of May, 2021.

  
\_\_\_\_\_  
Jim Hagaman, Mayor

ATTEST:

\_\_\_\_\_  
April Goad, City Recorder

LEGAL FORM APPROVED:

  
\_\_\_\_\_  
Patrick Carter, City Attorney



HOUSE BILL 317  
By Lamberth

SENATE BILL 269

By Johnson

AN ACT to amend Tennessee Code Annotated, Title 15,  
relative to Juneteenth.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. Tennessee Code Annotated, Section 15-1-101, is amended by adding  
"June 19, known as "Juneteenth";" before "July 4;".

SECTION 2. Tennessee Code Annotated, Section 15-2-137, is amended by deleting the  
section.

SECTION 3. This act takes effect upon becoming a law, the public welfare requiring it.



SENATE BILL 269  
By Johnson

HOUSE BILL 317

By Lamberth

AN ACT to amend Tennessee Code Annotated, Title 15,  
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"June 19, known as "Juneteenth";" before "July 4;".

SECTION 2. Tennessee Code Annotated, Section 15-2-137, is amended by deleting the  
section.

SECTION 3. This act takes effect upon becoming a law, the public welfare requiring it.





Document:

Tenn. Code Ann. § 15-1-101



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## Tenn. Code Ann. § 15-1-101

[Copy Citation](#)

Current through the 2022 Regular Session.

[TN - Tennessee Code Annotated](#) [Title 15 Holidays and Days of Special Observance](#) [Chapter 1 Holidays](#)

### 15-1-101. Legal holidays.

January 1; the third Monday in January, "Martin Luther King, Jr. Day"; the third Monday in February, known as "Washington Day"; the last Monday in May, known as "Memorial" or "Decoration Day"; July 4; the first Monday in September, known as "Labor Day"; the second Monday in October, known as "Columbus Day"; November 11, known as "Veterans' Day"; the fourth Thursday in November, known as "Thanksgiving Day"; December 25; and Good Friday; and when any one (1) of these days falls on Sunday, then the following Monday shall be substituted; and when any of these days falls on Saturday, then the preceding Friday shall be substituted; also, all days appointed by the governor or by the president of the United States as days of fasting or thanksgiving, and all days set apart by law for holding county, state, or national elections, throughout this state, are made legal holidays, and the period from twelve o'clock (12:00) noon to twelve o'clock (12:00) midnight of each Saturday which is not a holiday is made a half-holiday, on which holidays and half-holidays all public offices of this state may be closed and business of every character, at the option of the parties in interest of the same, may be suspended.

### History

Acts 1889, ch. 63, § 1; 1891, ch. 48, § 1; 1899, ch. 94, § 85; 1899, ch. 156, § 1; 1899, ch. 162, § 1; 1903, ch. 136, § 1; Shan., § 3515; Acts 1917, ch. 86, § 1; 1919, ch. 28, § 1; 1919, ch. 34, § 1; 1921, ch. 73, § 1; mod. Code 1932, § 7520; Acts 1937, ch. 164, § 1; 1937, ch. 169, § 1; mod. C. Supp. 1950, § 7520 (Williams, §§ 7520, 7520.3); Impl. am. Acts 1953, ch. 91; Impl. am. Act of Congress, June 1, 1954, ch. 250; Acts 1969, ch. 166, § 1; 1973, ch. 23, § 1; modified; T.C.A. (orig. ed.), § 55-101; Acts 1984, ch. 979, § 1.

TENNESSEE CODE ANNOTATED

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Document:

Tenn. Code Ann. § 15-2-137



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### Tenn. Code Ann. § 15-2-137

**Copy Citation**

Current through the 2022 Regular Session.

[TN - Tennessee Code Annotated](#) [Title 15 Holidays and Days of Special Observance](#) [Chapter 2 Days of Special Observance](#)

#### 15-2-137. Juneteenth.

June 19 of each year is to be observed as "Juneteenth" to honor and recognize the celebration of the action of Major General Gordon Granger in Galveston, Texas, who on June 19, 1865, two and one-half years after the Emancipation Proclamation took effect, announced to the people of Texas, the last territory to receive news of the proclamation due to its geographic and strategic isolation, that "all slaves are free." This day is not a legal holiday as defined in § 15-1-101.

#### History

Acts 2021, ch. 89, § 1.

#### ▼ Annotations

#### Commentary

##### **Sentencing Reform Notes.**

Acts 2021, ch. 89, § 2. April 7, 2021.

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## Juneteenth Research

Robert Brewer <rbrewer@springhilltn.org>

Tue 5/9/2023 10:46 AM

To: Richard Stokes <rstokes@springhilltn.org>

📎 1 attachments (277 KB)

Resolution 21-71, declare Saturday near June 19 of each year as Juneteenth in the City.pdf;

Hi Richard,

I did a little research. (See below and attached.) Since the City passed a resolution in 2021 recognizing Juneteenth as a local holiday it might make it easier to make an ordinance recognizing it as a paid holiday and change in policy in the employee handbook. Also, because it would fall on Monday, June 19<sup>th</sup> (this year), the second reading for BOMA would be on the same day. So, work session/discussion on one date followed by first reading the following meeting, then second reading the following meeting after that, it would pass on the same day it was recognized. Therefore, it would be too late for this year. So, work session/discussion could be skipped going straight to first reading and vote on the next BOMA meeting and discussion could be during the vote itself when the Mayor asks if there's any discussion. If this is the desired route, a placeholder would need to be entered for this coming agenda. I hope this make sense.

### When is Juneteenth?

Juneteenth National Independence Day is a US federal holiday. It was signed into law by President Joe Biden on Thursday June 17th 2021.

Juneteenth is a state holiday observed in 23 states and D.C. on June 19th each year.

If June 19th falls on a weekend, the federal holiday and most state holidays will observe a holiday on the closest working weekday. In New Jersey, Juneteenth is observed as a state and public holiday on the third Friday in June.

All other states officially recognize Juneteenth and have an official observance of the day, and most states hold celebrations.

30% of private employers offer Juneteenth as a paid holiday in 2022, according to survey data from the Wisconsin-based International Foundation of Employee Benefit Plans.

Officially known as Emancipation Day and also called Juneteenth Independence Day and Freedom Day, Juneteenth is a portmanteau word for June and nineteenth and commemorates the June 19th 1865 announcement of the abolition of slavery in Texas and the emancipation of African-American slaves throughout the Confederate South.

#### How long until Juneteenth?

Juneteenth is in 38 days

#### Dates of Juneteenth in USA

- > 2024 Jun 14, Jun 15, Jun 19, Jun 21
- > 2023 Jun 16, Jun 17, Jun 19
- > 2022 Jun 17, Jun 18, Jun 19, Jun 20
- > 2021 Jun 18, Jun 19
- > 2020 Jun 19

#### Summary

Juneteenth is a federal holiday and state holiday in several states. It commemorates the date in 1865 when news of the emancipation of African American slaves reached Galveston.

#### Juneteenth in other countries

Juneteenth internationally

#### Which regions observe Juneteenth in 2023?

#### JUNETEENTH AROUND THE WORLD BY DAY



**ORDINANCE NO. 23-10**

**AN ORDINANCE OF THE CITY OF SPRING HILL, TENNESSEE, AMENDING THE FISCAL YEAR 2022-23 BUDGET ORDINANCE NO. 22-10, AND 23-10**

**WHEREAS**, the Board of Mayor and Aldermen has been made aware that the previously approved budget for the fiscal year July 1, 2021, through June 30, 2022, is inadequate for the City's needs and should be increased; and

**WHEREAS**, the Board of Mayor and Aldermen desire to amend Ordinance 22-10 as amended by Ordinance 23-03, the same being the Appropriation Ordinance for the City of Spring Hill, Tennessee, for the Fiscal Year July 1, 2022, through June 30, 2023.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF SPRING HILL, TENNESSEE, BOARD OF MAYOR AND ALDERMEN**, that Ordinance 22-10, the same being the Appropriation Ordinance for the City of Spring Hill, Tennessee, for the Fiscal Year July 1, 2022, through June 30, 2023, is amended as provided in Attachment A.

**BE IT FURTHER ORDAINED**, that all Ordinances in conflict herewith be, and the same hereby are, repealed.

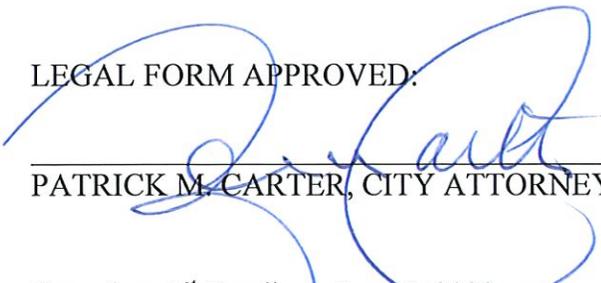
Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee, this 5<sup>th</sup> day of June, 2023.

  
\_\_\_\_\_  
JIM HAGAMAN, MAYOR

ATTEST:

\_\_\_\_\_  
APRIL GOAD, CITY RECORDER

LEGAL FORM APPROVED:

  
\_\_\_\_\_  
PATRICK M. CARTER, CITY ATTORNEY

Passed on 1<sup>st</sup> Reading: June 5, 2023

Passed on 2<sup>nd</sup> Reading:

