

**ORDINANCE 13-31**

**AN ORDINANCE TO AMEND THE SPRING HILL EMPLOYEE HANDBOOK TO REFLECT CURRENT STATE LAW REGARDING MILITARY LEAVE**

**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, enact and adopt a 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 these personnel rules and regulations established in Ordinance 99-4, to reflect the current and prevailing law; and

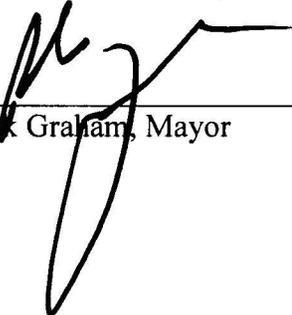
**WHEREAS**, the Board of Mayor and Aldermen, by passage of this Ordinance, hereby amends the Employee Handbook by correcting the "Military Leave/Re-employment" Section of the Employee Handbook; the second paragraph under this section is amended to read:

**THAT:** "Upon presentation to the City of official orders, the employee will be allowed military leave with pay for any military duty or training not exceeding twenty (20) working days (160 hours) in any one calendar year (T.C.A. 8-33-109). In the event military duty or training exceeds twenty (20) days in a calendar year, the employee may request in writing that the excess time be charged to the employees accrued and unused vacation or compensatory time, if any, but not to any accrued and unused sick leave. During an unpaid leave of absence, an employee will not accrue vacation or sick time and will not be eligible for holiday pay."

**BE IT FURTHER ENACTED**, that all ordinances or parts of ordinances in conflict herewith, be and the same hereby, are repealed or modified as the case may be.

**BE IT FURTHER ENACTED**, that this Ordinance shall take effect from and after its adoption, the public welfare requiring it.

**Passed and adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on this 18<sup>th</sup> day of November, 2013.**

  
\_\_\_\_\_  
Rick Graham, Mayor

ATTEST:

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

LEGAL FORM APPROVED:

  
\_\_\_\_\_  
Patrick M. Carter, City Attorney

Passed on First Reading: October 21, 2013

Passed on Second Reading: November 18, 2013