

RESOLUTION NO. 96- 65

RESOLUTION OF THE CITY COUNCIL, OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA, ADDING A SECTION ITEM (6.09 AT WILL EMPLOYEES) TO THE "PERSONNEL RULES & REGULATIONS MANUAL" FOR GENERAL EMPLOYEES.

WHEREAS, It is in the best interest of the City to have certain confidential positions deemed at will positions; and

WHEREAS, City policy for all employees is specified in the "Personnel Rules & Regulations Manual."

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Calistoga hereby accepts Section 6.09 "At Will Employees" as City Policy, which reads as follows: "AT WILL EMPLOYEES. The provisions of this article shall not apply to Department Heads or the Secretary to the City Manager. Persons serving at such positions shall be at will and serve at the pleasure of the City Manager."

APPROVED, PASSED, and ADOPTED THIS 15th day of October, 1996, by the following vote:

AYES: Mayor Oyarzo, Councilmembers Dunsford, Byrne, and Fundy.

NOES: None

ABSENT/ABSTAIN: Councilmember Oliver


LaVERNE OYARZO, Mayor


PATT OSBORNE, City Clerk

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whichever is greater. Hours worked shall be calculated beginning at the time the call back is received by the Employee and ending when the Employee is relieved of duty.

- E. If an Employee who was called back to work and has completed his/her assignment and left work is again called back to work, he/she will not receive another minimum if the time of return is within the previous call back minimum.
- F. If an Employee who is called back to work is required to work after midnight so that the Employee's rest has been significantly affected, the Employee shall have sufficient sleep time to avoid safety problems at work on the following day. The length of the sleep time shall be determined mutually between the Employee and the Employee's supervisor. Such sleep time shall be without loss of pay.

9.04 Shift Differential

When agreed to in an approved MOU, shift differential shall be paid at the agreed-upon rate to compensate regularly scheduled work during unusual hours that have an adverse effect on the Employee. Hours subject to this compensation will be identified in the appropriate MOU.

9.05 Meal Allowance

- A. If an Employee is unexpectedly officially ordered to work at least two (2) hours immediately following his/her normal workday, under conditions that do not allow the Employee to go home for a meal, the city shall either provide a meal, or the Employee may claim reimbursement for a meal allowance of up to six dollars (\$6.00).
- B. For the purpose of this provision, "unexpectedly ordered" means the order was given on the same day the Employee had to perform the work.
- C. Employees may not leave the work site to eat unless specifically authorized by their supervisor to do so.

9.06 Tuition Reimbursement

- A. The tuition reimbursement program is intended to:
 - ◆ Encourage Employees to continue their education in order to meet present and future needs of City service.

02/05/98

As Amended: 10/16/96