

**RESOLUTION NO. 2015-062**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA, ADOPTING A REVISION TO THE "PERSONNEL RULES & REGULATIONS POLICE MANUAL"**

**WHEREAS**, on February 7, 1995 the City Council of the City of Calistoga adopted a City of Calistoga Personnel Rules & Regulations Police Manual (Police Personnel Manual) to apply to employees of the Police Department; and

**WHEREAS**, the City of Calistoga has completed negotiations with the Calistoga Police Officers labor bargaining unit which calls for an update to the meal allowances provided for in Section 9.05 A of the Personal Manual; and

**WHEREAS**, it is in the best interest of the City of Calistoga and its employees to revise the meal allowance provisions of the Personnel; and

**WHEREAS**, on June 16, 2015 the City Council reviewed the recommendation of staff on this matter at public meeting and considered public testimony on this matter.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Calistoga hereby approves the following revision to the Calistoga Personnel Rules & Regulations Police Manual:

A. Section 9.05 (Meal Allowance) is amended to read: "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 in accordance with the United States Government Administration (GSA) rates for reimbursement for meal within Napa County. Current GSA Rates: Breakfast \$11.00; Lunch \$16.00; Dinner \$34.00. Should the Employee travel outside of Napa County the meal reimbursement shall be paid at the Per Diem rate according to the GSA for the location".

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Calistoga at a regular meeting held this **16<sup>th</sup> day of June, 2015**, by the following vote:

**AYES:** Councilmembers Barnes and Kraus, Vice Mayor Dunsford and Mayor Canning  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** Councilmember Lopez-Ortega

  
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**CHRIS CANNING, Mayor**

**ATTEST:**

  
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**KATHY FLAMSON, City Clerk**