

RESOLUTION NO. 44-26

A RESOLUTION AMENDING SECTION 9.1 (HOLIDAY TIME) OF THE CITY OF DYERSVILLE EMPLOYEE POLICY HANDBOOK

WHEREAS, the City of Dyersville maintains an Employee Policy Handbook that establishes the terms and conditions of employment for City employees, including provisions governing paid holidays and holiday compensation; and,

WHEREAS, Section 9.1 of the Employee Policy Handbook currently provides that an employee must begin their shift on the holiday to be eligible for holiday pay, which has resulted in inconsistent application and confusion regarding compensation for non-exempt employees who work during the calendar day of a recognized holiday; and,

WHEREAS, the City Council finds it in the best interest of the City and its employees to clarify that holiday premium pay is tied to the twenty-four-hour calendar period of the holiday rather than to shift start time, ensuring consistent and equitable compensation for non-exempt employees who actually perform work during a recognized holiday; and,

WHEREAS, the City Council has reviewed the proposed amendment and determined that adoption is in the best interest of the City and its employees; and,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Dyersville, Iowa, as follows:

Section 1. Section 9.1 (Holiday Time) of the City of Dyersville Employee Policy Handbook is hereby amended and restated in its entirety to read as follows:

9.1 HOLIDAY TIME

The City of Dyersville will grant holiday time off to all full-time employees on the holidays listed below. Part-time employees shall be granted holiday time off on a pro-rated basis.

- a. New Year's Day
- b. Good Friday
- c. Memorial Day
- d. Independence Day
- e. Labor Day
- f. Veterans Day
- g. Thanksgiving Day
- h. Day after Thanksgiving
- i. Christmas Eve Day
- j. Christmas Day

For each City-recognized holiday, any non-exempt employee who works during the twenty-four-hour period of the holiday (from 12:00 a.m. through 11:59 p.m. on the date of the holiday) shall

be compensated at one and one-half (1.5) times their regular hourly rate for each hour actually worked during that period, regardless of the starting or ending time of the employee's shift. Holiday hours not worked, such as an observed holiday day off, shall continue to be paid at the employee's straight-time rate pursuant to City policy.

If a holiday falls on Saturday or Sunday, the Department Head shall schedule the observed holiday.

Section 2. All prior policies, resolutions, or portions thereof in conflict with this Resolution are hereby rescinded to the extent of such conflict.

Section 3. This Resolution shall take effect upon passage and approval, and the amended Section 9.1 shall apply to all City-recognized holidays occurring on or after the effective date.

PASSED AND APPROVED this 4th day of May, 2026.

Jeff Jacque, Mayor

ATTEST:

Tricia L. Maiers, City Clerk