

MEMO



To: Mayor Olson and City Council
From: Jason Bond, Assistant City Manager
Date: July 12, 2024
Re: **Juneteenth Holiday**

Mayor Olson and the City Council recently discussed how Santaquin City should/could observe Juneteenth. After much discussion, there were three ideas of how this day could be observed. They are described in the following three options:

Option A – Observe Juneteenth as an official City holiday and add it to the list of holidays that close the City offices for the day. This option will increase the budget only for overtime (time-and-a-half) accumulated for essential work (i.e. public safety and other emergency situations) performed by employees for working on a holiday. If this option is chosen, the City Council would need to provide direction on if the holiday would be observed on the actual day of Juneteenth on a given year or if it will be observed on the Monday of the week of Juneteenth every year.

Option B – Recognize the significance of Juneteenth, but not close the city offices for the day and add a personal day for employees to use anytime of the year. This option will give qualifying employees another personal day and the ability to use it if they want to personally observe Juneteenth. This option will not increase the budget.

Option C – Recognize the significance of Juneteenth, but not close the city offices for the day and allow the two personal days that employees currently have (one for the first half and one the second half of the year) to be used anytime of the year. This option will give qualifying employees more flexibility to use one of their personal days if they want to personally observe Juneteenth. This option will not increase the budget.

Recommended Motion: “Motion to direct staff to draft an amendment to the Santaquin City Employee Policies and Procedures Handbook that would incorporate Option (.)”