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| Town of Jarratt Administrative – Holiday Closings - Pay | | | |
| SECTION: Personnel | | Resolution #: R2023-814 | |
| POLICY: Holiday Pay | | | |
| DATE ADOPTED: 8-14-2023 | REVISED DATE: None | COVERAGE: All Staff | PAGE #: Page 1 of 2 |

A RESOLUTION OF THE TOWN OF JARRATT ESTABLISHING HOLIDAY CLOSINGS OF TOWN OFFICES

WHEREAS, the Personnel Committee of the Town of Jarratt has requested the Employee Handbook be updated to include all the Holidays included in the Commonwealth of Virginia Holiday Calendar; and

WHEREAS, the Personnel Committee of the Town of Jarratt has also requested the additional Holidays be “COMP” time with no additional cost to the Town of Jarratt via Holiday pay for the additional Holidays; and

THEREFORE, BE IT RESOLVED, that the Jarratt Town Council adopt the Commonwealth of Virginia’s Holiday Calendar; and

BE IT FURTHER RESOLVED, that the following Holiday Calendar was adopted February 12, 2013, with Holiday pay and will remain the same; and

- New Year’s Day
- Thanksgiving Day
- Memorial Day
- Christmas Day
- Independence Day
- Floating Holiday (Employee’s Choice)
- Labor Day

BE IT FURTHER RESOLVED, that the following Holidays be added to the Town of Jarratt Holiday Calendar with “COMP” time:

- Martin Luther King Jr. Day




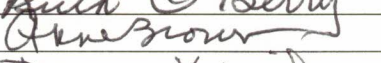


- George Washington Day
- Juneteenth
- Columbus Day/Yorktown Victory Day/Indigenous Peoples' Day
- Election Day
- Veterans Day
- 4 hours the day before Thanksgiving Day
- Day after Thanksgiving Day
- Christmas Eve - * If Christmas Eve falls on a Saturday or Sunday the 4 hours will be applied to the Friday prior to Christmas Eve.

BE IT FURTHER RESOLVED that this Resolution shall be in full force and effect immediately upon its adoption by the Jarratt Town Council and that any and all resolutions or parts of resolutions in conflict with this Resolution shall be, and they, to the extent of such conflict are, hereby REPEALED.

Adopted in open session this 14th Day of August 2023.

Allison Woodward
Allison Woodward, Clerk

Melanie Wilson
Melanie Wilson, Mayor

| COUNCIL MEMBER | SIGNATURE | YEA (INITIALS) | NAY (INITIALS) | ABSTAIN (INITIALS) |
|------------------|---|----------------|----------------|--------------------|
| Omar Smith |  | OS | | |
| Adam Byers |  | AB | | |
| Brandon Rawlings |  | BR | | |
| Ruth O'Berry |  | RSO | | |
| Anne Brown |  | | AB | |
| Dana Kinsley |  | | DK | |