

MEMORANDUM
OFFICE OF THE
COUNTY EXECUTIVE
COUNTY OF PLACER

TO: Honorable Board of Supervisors

FROM: Thomas M. Miller, County Executive Officer

DATE: December 11, 2007

SUBJECT: Resolution Granting Special Four-Hour Holiday in 2007

ACTION REQUESTED:

Approval of the attached Resolution granting a special four-hour holiday for County employees during 2007 in observance of the Christmas or the New Year's holiday.

BACKGROUND:

In December 1996, your Board authorized the granting of a special four-hour holiday for County employees to be used in observance of the Christmas or New Year's holidays. Department Heads were directed to have no more than fifty percent of their employees off on either day so that County offices would remain open during normal working hours. Employees who could not take the time off because of work schedules were granted appropriate vacation credit.

ISSUE STATEMENT:

It is therefore recommended that your Board approve the attached Resolution granting a special four-hour holiday in 2007 for County employees on either the afternoon of Monday, December 24, in observance of the Christmas holiday, or on the afternoon of Monday, December 31, in observance of the New Year's holiday.

TM:br

Attachment

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Before the Board of Supervisors County of Placer, State of California

In the matter of: A RESOLUTION GRANTING A
SPECIAL FOUR (4) HOUR HOLIDAY DURING
2007.

Resol. _____ No:

Ord. _____ No:

First Reading: _____

The following RESOLUTION was duly passed by the Board of Supervisors of the County of Placer
at a regular meeting held on DECEMBER 11, 2007, by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Chairman, Board of Supervisors

Attest:
Clerk of said Board

BE IT HEREBY RESOLVED that during 2007 the Placer County Board of Supervisors authorizes the granting of a special four (4) hour holiday for all County employees.

BE IT FURTHER RESOLVED that Department Heads are directed to schedule the operations of their departments so that only fifty percent of their employees are off either the afternoon of Monday, December 24, 2007, in observance of Christmas Holiday, or the afternoon of Monday, December 31, 2007, in observance of New Year's Holiday. All county offices will remain open during normal working hours.

Employees who cannot take time off because of their work schedules shall receive four (4) hours vacation credit.