



# City of Broken Arrow

## Request for Action

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**File #: 19-97, Version: 1**

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**Broken Arrow City Council  
Meeting of: 01-02-2019**

**Title:**

Consideration, discussion, and possible adoption of Ordinance No. 3549, an Ordinance amending Chapter 2, Administration, Article IX, Employee Rules and Regulations, Section 2-151-Attendance; repealing all ordinances to the contrary; and declaring an emergency

**Background:**

The City of Broken Arrow organization has an established committee called the Employee Advisory Committee (EAC), which provides a forum for the exchange of information and developments of interest to all employees. The EAC is to encourage and recommend to the City Manager methods to achieve and maintain high standards of employee conduct and morale; strive to eliminate barriers and recommend programs and methods of enhancing employee growth and job performance.

Earlier in 2018, the EAC contacted the City Manager and requested Presidents' Day be added to the approved list of city holidays. The EAC based this recommendation on the following points: survey of similar benchmarks cities, and overall little to no impact upon customer service. Presidents' Day is celebrated on the third Monday of February.

More specifically, the EAC surveyed eleven nearby cities plus counties and school districts and found that a majority had Presidents' Day as an approved holiday. Also, outgoing Governor Mary Fallin, by Executive Order, included Presidents' Day on the State of Oklahoma holiday schedule. In the past, the State holiday schedule has often been used as one of the major benchmarks for determining the City's holiday schedule.

Based on the information provided, the City Manager reviewed this request and recommends it be approved by City Council and take effect immediately for 2019. Approximately \$75,000 in overtime costs will be incurred for employees that are required to work on the holiday.

**Cost:** Approximately \$75,000

**Funding Source:** Departmental Salaries and Wages Accounts

**Requested By:** Michael L. Spurgeon, City Manager

**Approved By:** Michael L. Spurgeon, City Manager

**Attachments:** Ordinance No. 3549  
EAC Memo

**Recommendation:**

Adopt Ordinance No. 3549 and approve the emergency clause.

