

RESOLUTION NO. 2023-316

RESOLUTION OF THE MENDOCINO CITY COMMUNITY SERVICES DISTRICT
TO AMEND SECTION 4.1 OF THE MCCSD PERSONNEL MANUAL, HOLIDAYS

WHEREAS, the District is authorized and directed by Section 4.1 of the Mendocino City Community Services District Personnel Manual to observe “standard holidays and provide for all full-time employees time off with pay at their normal base rate”; and

WHEREAS, the District acknowledges the following 9 (nine) “standard holidays” in Section 4.1 of the Personnel Manual:

New Year’s Day, President’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Friday Following Thanksgiving, Christmas Day, 1 Floating Holiday; and

WHEREAS, the California Civil Rights Department recognizes the above list, as well as 4 (four) additional Holidays to observe:

Martin Luther King Day, Indigenous People’s Day, Christmas Eve, and Veteran’s Day; and

WHEREAS, the District intends to offer paid holidays consistent with the paid holidays offered by the State of California; and

NOW, THEREFORE, IT IS RESOLVED, that the Board of Directors hereby authorizes and directs the adoption and implementation of the following amended Section 4.1 of the Personnel Manual: Holidays. The District observes the following standard holidays and provides all full-time employees time off with pay a their normal case rate, unless otherwise provided in the Manual. Part-time employees receive holiday time off, with pay pro-rated to the number of hours they are scheduled to work.

- New Year’s Day
- MLK Day
- President’s Day
- Memorial Day
- Independence Day
- Labor Day
- Indigenous People’s Day
- Veteran’s Day
- Thanksgiving Day
- Friday Following Thanksgiving
- Christmas Eve
- Christmas Day
- 1 Floating Holiday

Holidays are to be taken on the day they occur. Holidays which fall on Saturday will be observed the preceding Friday, and those which fall on Sunday will be observed the following Monday.


PASSED AND ADOPTED by the Board of Directors of the Mendocino City Community Services District at the Regular Meeting on April 19, 2023 by the following vote:

ROLL CALL VOTE: AYES: 4
NOES: 0
ABSENT: 1 (Donna Feiner)

ATTEST:



Katie Bates, District Secretary



Dennak Murphy, Board President