

**ORDINANCE NO. 2021-08-23-F**

**AN ORDINANCE OF THE CITY OF RANGER, TEXAS; PROVIDING FOR THE ADOPTION AND AMENDMENT OF THE CITY OF RANGER PERSONNEL POLICY; PROVIDING FOR CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING EFFECTIVE DATE AND OPEN MEETINGS CLAUSES.**

WHEREAS, it is necessary and reasonable for the City of Ranger, Texas (the "City") to provide, modify and amend policies, rules, regulations and procedures governing the terms of employment, benefits, advancement, service and discipline of the officers, employees and personnel of the City;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF RANGER, TEXAS, THAT:

**Section 1. Findings of Fact.** The above and foregoing recitals are hereby found to be true and correct and are incorporated herein as findings of fact. The City Commission hereby further finds and determines that the rules, regulations, terms, conditions, provisions and requirements of this Ordinance are reasonable and necessary.

**Section 2. Personnel Policy Amendment to 700 – Leave of Absences, Section 701.** The City's Personnel Policy, Section 700, Leave of Absences, Section 701.1, Annual Leave, is hereby amended as follows:

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**Section 700 – Leave of Absences**

**Section 701.1 - Annual Leave:** All benefits eligible employees with one continuous year of service shall earn annual leave with pay at the following rates, to be earned on the anniversary of date of employment and to be used during that year. Employees may roll-over up to 100% of their current year's authorized annual leave earnings. At the end of each year, all annual leave in excess of one year's authorized earnings is automatically forfeited. When an employee chooses not to schedule, reschedule as necessary, request, and use excess annual leave to avoid forfeiture, the employee is not entitled to have the forfeited annual leave restored for future use.

	<u>Years of Service Completed</u>	<u>Annual Leave</u>
1 year	5 days	
2 to 6 years	10 days	
7 years	15 days	

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All other provisions of that Section 701 shall remain the same.

**Section 3. Personnel Policy Amendment by Adding New Section 713.1, Paid Quarantine Leave Policy.** The City's Personnel Policy, Section 700, Leave of Absences, shall be amended to

add a new Section 713, Paid Quarantine Leave Policy added. Such policy is set out in Exhibit A, attached hereto and incorporated herein for all purposes.

**Section 4. Conflicting Ordinances or Personnel Policies.** All personnel policies adopted prior to the effective date of this Ordinance are hereby amended to the extent of any conflict with the personnel policy adopted by this Ordinance. All ordinances or parts of ordinances in conflict with this Ordinance are hereby amended to the extent of such conflict.

**Section 5. Effective Date.** This Ordinance shall take effect immediately from and after its passage and publication in accordance with applicable laws.

**Section 6. Severability.** It is hereby declared to be the intention of the City Commission that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable and, if any phrase, sentence, paragraph or section of this Ordinance should be declared invalid by the final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance, since the same would have been enacted by the City Commission without the incorporation of this ordinance of any such invalid phrase, clause, sentence, paragraph or section. If any provision of this Ordinance shall be adjudged by a court of competent jurisdiction to be invalid, the invalidity shall not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision, and to this end the provisions of this Ordinance are declared to be severable.

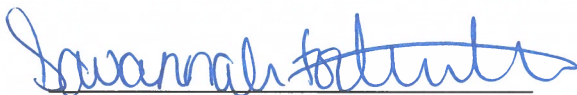
**Section 7. Open Meetings.** It is hereby officially found and determined that the meeting at which this Ordinance is passed was open to the public as required and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act.


**PASSED AND APPROVED** on First Reading this 9<sup>th</sup> day of August, 2021.

**FINALLY PASSED AND APPROVED** this 23<sup>rd</sup> day of August, 2021.

**ATTEST:**

**CITY OF RANGER, TEXAS**

  
Savannah Fortenberry, City Secretary

  
John Casey, Mayor



## **EXHIBIT “A”**

### **CITY OF RANGER**

#### **PAID QUARANTINE LEAVE POLICY**

##### **713.0 Quarantine Leave**

##### **713.1 General**

The City of Ranger Fire Fighter, Peace Officer, and Detention Officer (hereinafter “Officer”), as defined by Chapter 180, Section 180.008, of the Texas Local Government Code, who is ordered to quarantine by the person’s supervisor or Local Health Authority due to a possible or known exposure to a communicable disease while on duty will be fully compensated for the full duration of the mandated quarantine with no reduction in pay.

##### **713.2 Paid Quarantine Leave**

City of Ranger’s Officers subject to mandatory quarantine, as provided in Section 713.1, that are not assigned or are not able to perform other tasks for which they can be compensated during that time, are entitled to receive paid quarantine leave for the duration of the quarantine. Exempt Officers subject to mandatory quarantine will receive regularly scheduled paychecks. Non-exempt Officers subject to mandatory quarantine will be paid their current hourly rate multiplied by their regularly scheduled hours.

##### **713.3 Accrual and Retention of Benefits**

All Officers under a mandatory quarantine will retain, and will continue to accrue, all employment benefits as if they were on active duty, including, but not limited to, paid time off accrual, pension benefits, and health benefits.

##### **713.4 No Reduction in Compensation and Benefits**

The City of Ranger will not reduce an Officer’s sick, vacation, holiday, or other paid leave balance in connection with mandatory paid quarantine leave taken in accordance with this policy.

##### **713.5 Reimbursement for Related Costs.**

The City of Ranger will reimburse all reasonable costs related to an Officer’s mandatory quarantine including, lodging, medical, and transportation costs.