

**CITY OF GOLD BAR, WASHINGTON  
RESOLUTION NO. 14-08**

**A RESOLUTION SETTING UNPAID RELIGIOUS HOLIDAYS**

**WHEREAS**, Senate Bill 5173 requires local governments to give public employees two unpaid religious holidays per calendar year; and

**WHEREAS**, SB 5173 requires local governments to set this policy by resolution or ordinance; and

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of Gold Bar, Washington as follows:

1. Employees will receive two unpaid religious holidays per calendar year for faiths with a holy day that does not fall on legal holidays.
2. These absences are defined as leave for a reason of faith or conscience, or an organized activity conducted under the auspices of a religious denomination, church, or religious organization.
3. A request for a religious holiday can be denied if the absence imposes undue hardship on the city, or if the employee's presence is necessary to maintain public safety. 'Undue hardship' is defined by the Washington State Office of Financial Management.
4. SB 5173 designates these leaves as unpaid but leaves to the discretion of the city whether accrued vacation and/or sick leave can be used toward this holiday. The City of Gold Bar will allow accrued leave time to be used toward these two religious holidays.
5. Employees must give the City two weeks advance notification of leave unless the employee can demonstrate that such notice was not possible.
6. Employees must submit a Leave Request detailing the date, reason, and amount of shift time requested.

RESOLVED this 4th day of August 2014.

ATTEST/AUTHENTICATED:

APPROVED:

  
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Lisa Stowe, City Clerk

  
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Linda Loen, Mayor