

**CITY OF GIG HARBOR  
RESOLUTION NO. 486**

**A RESOLUTION CHANGING THE PERSONNEL REGULATIONS AS LAST REVISED  
ON MARCH 14, 1995 RELATING TO EMPLOYEE REIMBURSEMENT FOR SPECIAL  
LICENSE FEES AND SERVING REFRESHMENTS TO VOLUNTEERS.**

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WHEREAS, the current City of Gig Harbor Personnel Regulations has no provision for the City to pay for an employee's dues and special license fees as required for their employment by the City; and

WHEREAS, the Employee Guild Contract, Section 6 states that "The employer shall pay all employee's organization membership dues, certifications and licenses required by the employer. Such licenses, certifications and dues shall include but are not limited to all building, plumbing, mechanical, fire, water, sanitary sewer and electrical organizations and agencies."; and

WHEREAS, this language should be included in the personnel regulations to be in compliance with the Employee Guild Contract; and

WHEREAS, there are times that Citizens volunteer their time to the City and it would be appropriate to serve coffee, light refreshments and meals if properly authorized by City policy; and

WHEREAS, currently these refreshments are being paid for by the employees; and

WHEREAS, this language should be included in the personnel policy to facilitate the serving of coffee, light refreshments and meals to volunteers at the City's expense;

NOW THEREFORE, BE IT RESOLVED by the City Council, as follows:

Section 1. A new section shall be added to the **Employee Benefits** section of the Personnel Regulations, as last updated on March 14, 1995, to read as follows:

U. LICENSING AND MEMBERSHIP

The employer shall pay all employee's organization membership dues, certifications and licenses required by the employer. Such licenses, certifications and dues shall include but are not limited to all building, plumbing, mechanical, fire, water, sanitary sewer and electrical organizations and agencies.

Section 2. A new section shall be added to the **Employment** section of the Personnel Regulations,

as last updated on March 14, 1995, to read as follows:

FF. VOLUNTEERS - REFRESHMENTS

The serving of coffee, other light refreshments and meals at meetings involving volunteers and other "quasi-employees" may be authorized as a limited form of compensation for people who otherwise might be entitled to monetary payment.

PASSED this 13th day of January, 1997.

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Gretchen A. Wilbert, Mayor

ATTEST:

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Mark E. Hoppen  
City Clerk

Filed with City Clerk: 12/17/96  
Passed by City Council: 12/13/97