

Introduced by: Mayor David Pruhs  
Council Member Cleworth  
Council Member Rogers  
Council Member Sprinkle  
Council Member Tidwell  
Council Member Marney  
Council Member Ringstad  
Introduced: May 13, 2024

## ORDINANCE NO. 6281

### AN ORDINANCE AMENDING FAIRBANKS GENERAL CODE SECTION 50-289, PAID FUNERAL LEAVE

**WHEREAS**, Ordinance No. 6181, adopted October 11, 2021, established Paid Funeral Leave in Fairbanks General Code Chapter 50, Personnel; and

**WHEREAS**, the City recognizes workplace benefits are an important part of balancing work, family, and medical needs, and that benefits such as paid bereavement leave can help employees meet their personal and family health care needs, while also fulfilling work responsibilities; and

**WHEREAS**, the City recognizes individuals, families, and cultures may grieve the loss of family members differently, and the process does not always include a funeral.

**NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF FAIRBANKS, ALASKA, as follows:**

**SECTION 1.** That Fairbanks General Code Sec. 50-289. Paid funeral leave is hereby amended as follows [new text in **bold/underline** font; deleted text in ~~strikethrough~~ font]:

#### **Sec. 50-289. - Paid bereavement~~funeral~~ leave.**

(a) A permanent full or part-time employee, regardless of length of employment, may be granted up to three consecutive working days of paid bereavement~~funeral~~ leave to mourn the loss~~attend the funeral~~ of a deceased immediate family member of the employee, or one working day of paid funeral leave to attend the funeral of a deceased extended family member of the employee. **For purposes of this section, in addition to any individual the mayor may deem appropriate, a family member is defined as the employee's:**

- (1) Mother, mother-in-law, stepmother;**
- (2) Father, father-in-law, stepfather;**
- (3) Sister, sister-in-law, stepsister;**
- (4) Brother, brother-in-law, stepbrother;**
- (5) Son, son-in-law, stepson;**
- (6) Daughter, daughter-in-law, stepdaughter;**

- (7) Grandchild;  
(8) Grandparent;  
(9) Spouse; or  
(10) Person sharing the same living quarters.

(b) If approved, the employee will be granted paid **bereavement** funeral leave for days off to **mourn the loss** attend the funeral of a deceased immediate or extended family member.

(c) Leave days must be approved by the department head or mayor. Upon approval, the employee must provide the human resource department with notice of the request for paid **bereavement** funeral leave prior to the leave (or if the leave was not foreseeable, as soon as possible) and complete the necessary human resource forms.

(d) Upon the employee's return, proper documentation is required to be presented to the human resource department. If proper documentation is not provided within 30 days, the paid **bereavement** funeral leave will be reimbursed from the employee's personal annual leave bank at 100 percent of the employee's regular, straight-time pay minus any regular deductions or other appropriate means.

(e) The city has the exclusive right to interpret all **bereavement** funeral leave policies related to this section.

(f) Notwithstanding any other provision in this chapter to the contrary, the provisions of this section will apply to all city employees.

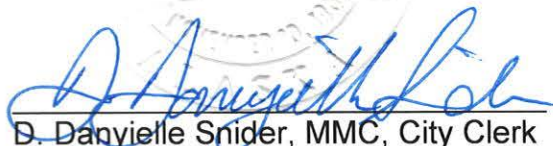
**SECTION 2.** The effective date of this Ordinance shall be the 25th day of May 2024.



David Pruhs, Mayor

AYES: Cleworth, Marney, Ringstad, Sprinkle, Rogers, Tidwell  
NAYS: None  
ABSENT: None  
ADOPTED: May 20, 2024

ATTEST:



D. Danyielle Snider, MMC, City Clerk

APPROVED AS TO FORM:



Thomas A. Chard II, City Attorney