



AGENDA ITEM #10.4

REPORT TO CITY COUNCIL

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Date: October 4, 2016

Subject: Personnel Committee Recommendations

Report: The Personnel Committee met on September 6th and recommends the following personnel policy changes for non-union employees regarding leave time. These recommended changes are currently within the union contract and will allow for consistency between union and non-union employees.

- Increase accumulated compensatory time from 80 to 100 hours with a maximum compensatory time pay out of 100 hours per calendar year.
- Add the Day after Thanksgiving as a paid holiday.
- Increase the accumulated carryover limit for vacation and compensatory time from 120 hours to 140 hours for full-time employees and pro-rated for eligible part-time employees.

Council Action Requested: Council motion approving the recommended changes to the personnel policy which include increasing the compensatory time accumulation limit to 100 hours, adding the Day after Thanksgiving as a paid holiday, and increasing the year-end carryover limit to 140 hours.