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CITY COUNCIL AGENDA ITEM REPORT

DATE: January 24, 2024

SUBMITTED BY: Nilsa Taylor, Administrative Services

ITEM TYPE: Miscellaneous

AGENDA SECTION: CONSENT AGENDA

SUBJECT: Sick Leave Award Approval for 2023

SUGGESTED ACTION: Approve request to payout 25% of unused sick time accrued during the 2023 calendar year.

Is this item Quasijudicial?

No

Does this item require a public hearing?

No

EXPLANATION:

The Sick Leave Award Program is granted to regular full-time employees who have worked longer than one year. Eligible employees may elect to transfer unused sick leave accrued during the year to vacation leave or leave those hours to accrue on their sick leave balance or opt for a cash payout. Employees accrue 3.7 hours per pay (96.02 hour per year); 25% is 24.05 hours. Beginning in January 2020, the City Administrator will determine, on an annual basis, if funds are available to pay this award. This program will be addressed annually by City Council for a final decision.

FINANCIAL IMPACT:

Approximately \$150,333.84.

ATTORNEY REVIEW/RECOMMENDATION:

Per Resolution 20-6 dated February 12, 2020.

SUGGESTED MOTION:

Approve request to payout 25% of unused sick time accrued during the year.

ATTACHMENTS:

Resolution 20-6