

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: July 24, 2024

SUBMITTED BY: Corey Fortin, City Administration

ITEM TYPE: Resolution

AGENDA SECTION: CONSENT AGENDA

SUBJECT: Resolution 24-58 - Payroll, Timekeeping, Payroll Deduction and Direct Deposit Authorization Policy

SUGGESTED ACTION: Approve and adopt Resolution 24-58.

Is this item Quasi-Judicial?

No

Does this item require a public hearing?

No

EXPLANATION:

The Fair Labor Standards Act (FLSA) requires the City of Bradenton to maintain accurate records of hours worked by non-exempt employees. This Policy will set clear expectations for employees and supervisors in the accurate tracking of time worked to ensure compliance with Labor laws.

The policy also sets forth the requirements for employees to make changes to their Direct Deposit authorization.

FINANCIAL IMPACT:

N/A

ATTORNEY REVIEW/RECOMMENDATION:

Approved

SUGGESTED MOTION:

Motion to approve and adopt Resolution 24-58.

ATTACHMENTS:

[Resolution 24-58](#)