



AGENDA MEMORANDUM

First Reading Ordinance for the City Council Meeting of June 10, 2014
Second Reading Ordinance for the City Council Meeting of June 17, 2014

DATE: May 27, 2014
TO: Ronald L. Olson, City Manager
FROM: Yasmine Chapman, Director of Human Resources
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826-3315

Amending fiscal year and procedures for granting Personal Leave of the Personnel Ordinance.

CAPTION:

Ordinance to amend Chapter 39 of the City Code of Ordinances, Personnel, regarding personal leave.

PURPOSE:

The purpose of this amendment is to revise the current Chapter 39, Personal Leave Ordinance to conform with fiscal year changes and revise procedure for granting Personal Leave.

BACKGROUND AND FINDINGS:

Corpus Christi City Council approved the change in the start of the fiscal year from August 1 to October 1. This necessitates a change in the language regarding the use of personal leave from fiscal year to July 31st of each year. In addition, a change is requested to allow prorated Personal Leave hours to be given to new employees upon hire.

ALTERNATIVES:

Alternatives would be to not allow prorated personal leave for new employees.

OTHER CONSIDERATIONS:

Not applicable.

CONFORMITY TO CITY POLICY:

Changes to existing ordinances require City Council approval.

EMERGENCY / NON-EMERGENCY:

Non-Emergency

DEPARTMENTAL CLEARANCES:

Legal

FINANCIAL IMPACT:

Operating Revenue Capital X Not applicable

Fiscal Year: 2013-2014	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget				
Encumbered / Expended Amount				
This item				
BALANCE				

Fund(s):

Comments:

RECOMMENDATION:

Staff recommends approval of the ordinance amendment.

LIST OF SUPPORTING DOCUMENTS:

Ordinance