



**CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING**

#20-0580

TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Chris Lagerbloom, ICMA-CM, City Manager

DATE: August 18, 2020

TITLE: Resolution Amending Section 3 of Personnel Rule XI to Temporarily
Suspend the Maximum Accrual of Vacation Leave - **(Commission Districts
1, 2, 3 and 4)**

Recommendation

It is recommended that the City Commission adopt a resolution amending Personnel Rule XI, Section 3 of the Personnel Rules of the City of Fort Lauderdale, Florida (the "Personnel Rules") to temporarily suspend the maximum amount of vacation time employees may accrue between June 28, 2020 and December 26, 2020.

Background

The Personnel Rules state "Employees may accrue vacation leave to a maximum of the leave earned in two (2) anniversary years". The reason behind placing a cap on the maximum amount of vacation time an employee can accrue (or "bank") is twofold. First, it promotes the use of vacation time so employees can enjoy time away from work and return refreshed and ready to be productive. Second, capping the vacation accruals limits the financial liability on the City for unbridled vacation amounts banked by employees.

The City has experienced a number of emergencies over the past 12 months that have required the undivided attention of City staff. These emergencies comprise of sewer breaks and watermain breaks, and most recently the COVID-19 pandemic. These emergencies have kept management from being able to allow vacation time to be used while employees continue to accrue time to the maximum amounts. Given the extraordinary events over the past 12 months, the City Administration proposes to temporarily lift the caps on the maximum accruals and provide a window of time for employees to use the vacation time earned.

The proposed change to the Personnel Rules has been reviewed and approved by the Civil Service Board in a meeting held on July 24, 2020, in accordance with the City Charter.

Resource Impact

There is no fiscal year impact associated with this item.

Strategic Connections

This item supports the *Press Play Fort Lauderdale 2024* Strategic Plan, specifically advancing:

- The Internal Support Focus Area
- Goal 7: Build a values-based organization dedicated to developing and retaining qualified employees.
- Objective: Establish an organizational culture that fosters rewarding, professional careers.
- Goal 8: Build a leading government organization that manages all resources wisely and sustainably.
- Objective: Maintain financial integrity through sound budgeting practices, prudent fiscal management, cost effective operations, and long-term planning.

This item advances the *Fast Forward Fort Lauderdale 2035* Vision Plan: We Are United.

Attachments

Exhibit 1 - Rule Change Approved by The Civil Service Board

Exhibit 2 - Resolution

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