

# FACTSHEET

**Instructions:** If a question does not apply, **DO NOT DELETE IT**, just put "NA". Please try to keep it to **ONE** page only. Submit **one original**, with your Request Form, to City Clerk.

**TITLE:**  
Request to amend Section 2.76.370 - Authorized Holidays

**BOARD/COMMITTEE:**  
Personnel Board

**APPLICANT:**  
Doug McDaniel

**RECOMMENDATION:**  
For

**STAFF RECOMMENDATION:**

**OTHER DEPARTMENTS AFFECTED:**  
Various

**SPONSOR:**  
Human Resources

**OPPONENTS:**

**REASON FOR LEGISLATION:**

Request to change the language pertaining to personal holidays for 'N' and 'X' pay ranges.

**DISCUSSION / FINDINGS OF FACT:**

Amend language for the number of hours of personal holidays from 9 hours to 16 hours for 'N' or 'X' pay range employees and allow the usage of the personal holidays in one hour increments. This language is being changed for the unrepresented employees in the 'N' and 'X' groups to coincide with the changes made to the PAGE labor contract during labor contract negotiations.

**POLICY OR PROGRAM CHANGE:**     Yes     No

**OPERATIONAL IMPACT ASSESSMENT:** NA

**COST OF TOTAL PROJECT:**

**RELATED ANNUAL OPERATING COSTS:**

**SOURCE OF FUNDS:**

**CITY:**

**NON-CITY:**

**FACTSHEET PREPARED BY:** Doug McDaniel

**DATE:** 07-17-14

**REVIEWED BY:**

**DATE:**