



**City Council Agenda  
November 21, 2024**

**Minutes Resolution                      Regular Item**

**Agenda Description:**

Discuss, consider, and possible action on amending policy 5.2 Vacation Leave.

**Background Information:**

The Vacation Leave Policy was last updated on March 16, 2023. Periodic reviews and policy additions are standard to ensure we properly educate employees on what is expected during daily activities and clearly define rules and procedures.

The proposed change would remove Section H. Vacation Leave Sell Back from the policy, eliminating this program.

**Financial Information:**

This program was not included in the FY 2024-2025 budget.

**City Contact and Recommendations:**

Brittany Grounds, Human Resources Director

Staff recommends removing Section H. Vacation Leave Sell Back from the Vacation Leave Policy.

**Attachments:**

5.2 VACATION LEAVE (Revised 8.15.24) – Redline

5.2 VACATION LEAVE (Revised 8.15.24) - Revised DRAFT