City of Long Beach

411 West Ocean Boulevard
Long Beach, CA 90802

Legislation Details (With Text)

File #:	23-0062	**Version:** 1	**Name:**	HR - Amend FY23 Salary Reso re: Vacation Cash Out Program

Type:	Resolution	**Status:**	Adopted
File created:	12/30/2022	**In control:**	City Council
On agenda:	1/24/2023	**Final action:**	1/24/2023

Title: Recommendation to adopt resolution amending the City of Long Beach Fiscal Year 2023 Salary Resolution, Section 18 - Vacation Pay Off, by replacing the current Vacation Pay Off language with the new Vacation Cash Out Program for employees represented by an existing Memorandum of Understanding with the Long Beach Management Association, Long Beach City Attorney's Association, Long Beach City Prosecutors Association, and unrepresented management assigned to the Executive Salary Range (E00) or the Professional Salary Range (A00 through D00). (Citywide)

Sponsors: Human Resources

Indexes:

Code sections:

Attachments: 1. 012423-C-7sr&att, 2. RES-23-0012.pdf

Date	Ver.	Action By	Action	Result
1/24/2023	1	City Council	approve recommendation and adopt	Pass

Recommendation to adopt resolution amending the City of Long Beach Fiscal Year 2023 Salary Resolution, Section 18 - Vacation Pay Off, by replacing the current Vacation Pay Off language with the new Vacation Cash Out Program for employees represented by an existing Memorandum of Understanding with the Long Beach Management Association, Long Beach City Attorney's Association, Long Beach City Prosecutors Association, and unrepresented management assigned to the Executive Salary Range (E00) or the Professional Salary Range (A00 through D00). (Citywide)

The City of Long Beach (City) plans to implement a Vacation Cash Out Program where eligible classifications represented by the aforementioned employee associations and unrepresented management positions have the option to request to cash out up to eighty (80) hours of vacation leave with approval from the City Manager or appointing authority. This program replaces the previous cash out option afforded in conjunction with the loss of carryover hours under the City's former accrual provision. Since the City has adopted a new accrual maximum provision and no longer has carryover hours, this program is intended to be offered on a limited and case specific basis subject to approval of the appropriate appointing authority. The City reminds and encourages employees to take vacation to maintain a healthy work-life balance.

The City met and conferred with Long Beach Management Association, Long Beach City Attorney's Association, and Long Beach City Prosecutors Association and addressed their questions regarding the Vacation Cash Out program. In accordance with Government Code Section 3505, the impacted employee groups have provided their feedback and agreed to

move forward with the Vacation Cash Out Program.

This matter was reviewed by Assistant City Attorney Gary J. Anderson on December 29, 2022 and Budget Management Officer Nader Kaamoush on January 6, 2023.

City Council action is requested on January 24, 2023 to amend the Fiscal Year 2023 Salary Resolution, Section 18 - Vacation Pay Off

The Vacation Cash Out Program will allow employees an option to request to cash out up to eighty (80) hours of their unused vacation leave. Any unused vacation leave approved for cash out through this program will be paid out of the Employee Benefits Fund Group in the Citywide Activities Department, consistent with the City's standard practice for vacation leave. The Employee Benefits Fund collects funding from various departments and funds via an overhead rate to account for employees' use of their vacation leave. If the Vacation Cash Out Program results in an initial under-collection of funds in the Employee Benefits Fund, the funds will be recouped through a true up overhead adjustment at the end of the fiscal year. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

Approve recommendation.

JOE AMBROSINI
HUMAN RESOURCES DIRECTOR

APPROVED:

THOMAS B. MODICA
CITY MANAGER