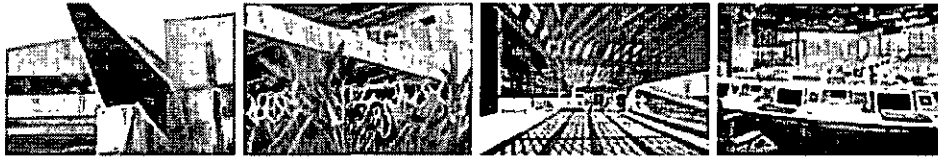


A U S T I N C I T Y C O U N C I L

**AGENDA**

Monday, September 11, 2006

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**Budget**  
**RECOMMENDATION FOR COUNCIL ACTION**
**ITEM No. 7**

**Subject:** Approve a resolution amending the Personnel Policies by increasing vacation accrual schedules for non-Civil Service employees; modifying policy language to allow for new domestic partner benefits; and adding longevity pay and increasing vacation accrual for peace officers of the Public Safety and Emergency Management Department.

**Additional Backup Material**

(click to open)

☐ Leave Accrual

**For More Information:** Cathy Rodgers, Director of Human Resources and Civil Service/974-2631

As employee benefits are adjusted, the City of Austin Personnel Policies must be amended to accurately reflect these changes. The following outlines necessary changes regarding new benefits:

**Coverage for Additional Dependents** - This past spring the City Council directed the City Manager to include funding in the budget so the City could extend health coverage to same sex and opposite sex domestic partners of the City's workforce and their children. Included in the budget is \$500,000 to cover the estimated costs of same sex and opposite sex domestic partners and their children added during the Fiscal Year by active employees and retirees. This change is for both non-Civil Service employees (Chapter A) and Civil Service employees (Chapter B).

**Vacation Accrual** - We have fallen behind other major Texas cities in our vacation accrual schedule, so additional annual vacation accrual is being proposed. The additional amounts are equivalent to one extra day per year for full-time employees with less than 10 years of service, one and a half days for 10-14 years of service, and two days for 15 or more years of service. This change is for non-Civil Service employees only (Chapter A) and will be effective September 17, 2006; the first pay period of the fiscal year in 2007. Vacation accrual rates for Civil Service employees (Chapter B) are provided for in the Meet and Confer and collective bargaining contracts.

**Vacation Accrual for PSEM Peace Officers** - Increase vacation accrual to the equivalent of 15 vacation days each year for Public Safety & Emergency Management (PSEM) peace officers.

**Longevity Pay for PSEM Peace Officers** - Provide longevity pay of \$4.00 a month for each year of service, not to exceed 25 years, for peace officers with at least one year of service, in Public Safety & Emergency Management (PSEM). This change will benefit new employees with less than five years of service since employees with five or more years of service already qualify for longevity pay in the form of service incentive pay. Longevity pay will cease when employee begins to receive Service Incentive Pay. PS&M Peace Officers are in agreement with this change.

## EXHIBIT A

Employee Group	Hours per Work Week	Years of Service	Sick Leave Hours	Revised Vacation Hours
Executive	40	N/A	4.00	7.67
	Maximum Balance		Unlimited	400
	Maximum Paid at Separation*		720	240
Regular Non-Civil Service	40	<=5	4.00	4.34
		>5	4.00	5.34
		>10	4.00	6.00
		>15	4.00	6.67
		>20	4.00	7.67
	>= 30 and < 40	<=5	3.00	3.25
		>5	3.00	4.00
		>10	3.00	4.50
		>15	3.00	5.00
		>20	3.00	5.75
	>= 20 and < 30	<=5	2.00	2.17
		>5	2.00	2.67
		>10	2.00	3.00
		>15	2.00	3.34
		>20	2.00	3.84
	< 20	<=5	1.00	1.09
		>5	1.00	1.34
		>10	1.00	1.50
		>15	1.00	1.67
		>20	1.00	1.92
	Maximum Balance		Unlimited	400
	Maximum Paid at Separation*		720	240
Regular EMS	56	<=5	6.00	6.50
		>5	6.00	8.00
		>10	6.00	9.00
		>15	6.00	10.00
		>20	6.00	11.50
	Maximum Balance		Unlimited	515
	Maximum Paid at Separation*		1080	309
	48	<=5	5.15	5.58
		>5	5.15	6.87
		>10	5.15	7.73
		>15	5.15	8.59
		>20	5.15	9.88
	Maximum Balance		Unlimited	515
	Maximum Paid at Separation*		1080	309
	42	<=5	4.50	4.88
		>5	4.50	6.00
		>10	4.50	6.75
		>15	4.50	7.50
		>20	4.50	8.63
	Maximum Balance		Unlimited	445
	Maximum Paid at Separation*		756	270

## EXHIBIT A

Employee Group	Hours per Work Week	Years of Service	Sick Leave Hours	Revised Vacation Hours
PSEM Peace Officers	8-hour Day	<=5		5.00
		>5		5.34
		>10		6.00
		>15		6.67
		>20		7.67
	10-hour Day	<=5		6.25
		>5		6.67
		>10		7.50
		>15		8.34
		>20		9.59
	28-day Rotation	<=5		6.75
		>5		7.20
		>10		8.10
		>15		9.00
		>20		10.35
	Maximum Balance		Unlimited	400
	Maximum Paid at Separation*		720	240