



# Commerce City

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## Council Communication File Number: Res 2023-075

**Agenda Date:** 7/17/2023

**Version:** 1

**Status:** Agenda Ready

**In Control:** City Council

**File Type:** Resolution

### A RESOLUTION APPROVING AMENDMENTS TO SECTION 5.2 OF THE CITY OF COMMERCE CITY EMPLOYEE POLICIES REGARDING GENERAL LEAVE

**Summary and Background Information:**

This policy update will allow the city to provide new regular employees with a bank of 48 hours of general leave upon hire, which will allow new employees to be absent from work in their first 6 months for illness, or pre-planned or urgent personal needs with supervisor approval, and still meet the requirements under the Colorado Healthy Family and Workplaces Act. There are currently job offers that are declined due to a lack of general leave available to new employees without being granted an exception. The total amount of general leave provided to employees will not change because after the first 6 months of employment, any amount of the 48 hours of leave, will be subtracted from the employee's prorata leave bank granted for the remainder of the benefit year, so this update does not have any budget impact.

**Staff Responsible (Department Head):** Eva LaBonte, Director of Human Resources

**Staff Member Presenting:** Eva LaBonte, Director of Human Resources

**Financial Impact:** No added cost

**Funding Source:** N/A

**Staff Recommendation:**

**Suggested Motion:** Staff Recommendation: Approval of proposed Resolution to amend section 5.2 of the Employee Policies.