

**REGULATION 20.04 - ACCUMULATION OF UNUSED VACATION DAYS.**

**20.041 - DISTRICT COUNCIL 33 REPRESENTATION CLASSES.** An employee in a class of position represented by District Council 33 may not have to his/her credit at the end of each calendar year unused vacation leave in excess of seventy (70) working days.

**20.044-1 - Annual Vacation Leave Balances For Employees In Classes Represented By District Council 33 With The Payroll Code "I".** Employees in classes represented by District Council 33 with the payroll code "I" who, because of the staffing requirements of the department, were unable to use all vacation leave earned between January 1st and December 31st in a calendar year will be permitted at the end of the calendar year to sell back up to a maximum of half (1/2) of the vacation time earned that calendar year. Only vacation earned during the calendar year can be sold back at the end of the same calendar year. The vacation leave time sold back to the City will be paid at 50 cents on the dollar.

Notwithstanding any provisions to the contrary in Regulation 19.018, employees in classes represented by District Council 33 with the payroll code "I" who, because of the staffing requirements of the department, were unable to use all Annual Administrative Leave earned between July 1st and June 30th in a fiscal year, will, at the end of that fiscal year, be permitted to sell back up to a maximum of half (1/2) of the Annual Administrative Leave earned that fiscal year. The Administrative Leave time sold back to the City will be paid at 50 cents on the dollar.

This regulation is effective as of March 23, 2015.

**20.044-2 - Annual Vacation Leave Balances For Employees In Classes Represented By District Council 33 With The Payroll Code "A" or "M".** Employees in classes represented by District Council 33 with the payroll code "A" or "M" shall be permitted to sell back up to a maximum of ten (10) vacation days per calendar year. Vacation sell backs can only occur during the timeframes established by the Director of Finance.

**20.042 - DISTRICT COUNCIL 47 REPRESENTATION CLASSES.** An employee in a class of position represented by District Council 47 may not have to his/her credit at the end of each calendar year unused vacation leave in excess of seventy (70) working days.

**22.042-1 Annual Vacation Leave Balances For Employees In Classes Represented By District Council 47.** Employees in classes represented by District Council 47 with the payroll code "J" or "H" shall be permitted to sell back up to a maximum of ten (10) vacation days per calendar year. Vacation sell backs can only occur during the timeframes established by the Director of Finance.