

City of Cupertino Counter Proposal to CEA  
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SECTION 11: VACATION

All employees, other than those holding temporary status, whose work assignment is of a recurring nature of not less than a normal work week shall accrue vacation credit. Accrued vacation credits may be taken with prior supervisory approval.

Benefited full-time employees accrue vacation in accordance with the following schedule. Benefited employees who work less than a full-time work schedule accrue vacation in accordance with the following schedule on a pro-rated basis.

<u>Service Time</u>	<u>Hrs of Accrual Per Pay Period</u>	<u>Annual Accruals</u>	<u>Maximum Accrual</u>
0 - 3 Years	3.08	80 Hours	160 Hours
4 - 9 Years	4.62	120 Hours	240 Hours ✓
10 - 14 Years	5.24	160+36 Hours	272 Hours
15 - 19 Years	6.16	176+60 Hours	320 Hours
20 + Years	6.77	192+76 Hours	352 Hours

An employee may accrue no more vacation credit than what is listed above. ~~twice the annual rate being earned.~~

Upon termination of employment, unused vacation may not be used to extend the final employment date beyond the annual accrual rate being earned.

Represented employees may convert, up to two times per calendar year, unused vacation time for payment subject to the following conditions:

1. The employee must have a minimum of 120 hours of accrued vacation immediately prior to a conversion.
2. Any payment for accrued vacation hours will be subject to taxes as determined by law.
3. Minimum exchange will be one day. Maximum exchange will be ten days.
4. All exchanges are irrevocable.
5. A maximum of 80 hours of accrued vacation may be converted for pay during a calendar year.

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