



STAFF REPORT

AGENDA ITEM #: 19-87
COUNCIL MTG OF: July 16, 2019
FROM: Dave Caron, Town Administrator
OFFERED BY: Administration
PREPARED BY: Susan Hickey, Chief Financial Officer
SUBJECT: Fund Earned Time Separation Pay from the Compensated Absences Capital Reserve Fund

INTRODUCTION: To fund earned time separation pay from the Compensated Absences Capital Reserve Fund. Resolution #2019-048 is attached.

TOWN ADMINISTRATOR COMMENTS

The Town Council is encouraged to approve the transfer of the expended funds for Earned Time Separation Pay in FY19 from the Compensated Absences Capital Reserve Fund.

BACKGROUND

The Town Council created a Compensated Absences Capital Reserve Fund in June 1997. The purpose of the fund is to pay for the Town's obligation to its employees to receive compensation for vested accumulated leave.

DISCUSSION

The Town has incurred expenses during the FY19 year, which now require the Town Council as the agents to expend to authorize those expenditures be funded by the Compensated Absences Capital Reserve Fund. The amount expended for employees separating from the Town is \$268,687.29. The transferred funds would offset Other Municipal Obligations Account #190 Earned Time Payout.

FISCAL IMPACT

The total amount expended for Earned Time Payouts due to employee separations during FY19 is \$268,687.29. It is these funds that are being recommended to be paid from the Compensated Absences Capital Reserve Fund.

RECOMMENDED ACTION & MOTION BY COUNCIL

I move the adoption of Resolution #2019-048 (please read the Resolution).