



### Legislation Details (With Text)

**File #:** 23-1580      **Version:** 1      **Name:**  
**Type:** CONSENT AGENDA      **Status:** Approved  
**File created:** 5/31/2023      **In control:** Department of Human Resources  
**On agenda:** 12/13/2023      **Final action:**

**Title:** An ordinance amending Chapter 34, "Personnel Rules" of the City Council Code by amending Sec. 34-4 Definitions, 34-6 Requirements for Induction, 34-17 Overtime and Paid Leave for Civilian Employees, Sec. 34-19 Work Hours, Paid Leave, and Overtime for Public Safety Employees, Sec. 34-22.3 Mental Health Leave, 34-22.4 Compassionate Leave, 34-24.2 Paid Parental Leave, 34-32 Health Benefits, 34-36 Rules of Conduct, and 34-38 Grievance and Procedures to (1) remove outdated language; (2) allow the employment of persons ages 15 in the seasonal position of lifeguard; (3) clarify leave types counted as work time for overtime calculation; (4) clarify leave types counted as sick time when computing overtime or compensatory leave; (5) allow additional mental health professionals to approve need for mental health leave; (6) expand the eligibility for compassionate leave; (7) correct typographical error; (8) clarify language in "come-back option" of health plan benefits; (9) include reference to teleworking in Rules of Conduct; and (10) add titles to the executives eligible to hear grievances - Estimated Annual Cost \$134,057.80 - Financing: General Fund (\$126,701.01), Enterprise Funds (\$5,356.99), Internal Service Funds (\$1,293.14), and Grant Funds (\$706.67) - Actual costs may vary depending on demand (see Fiscal Information)

**Sponsors:**

**Indexes:** 100

**Code sections:**

**Attachments:** 1. Presentation, 2. Ordinance

Date	Ver.	Action By	Action	Result
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**STRATEGIC PRIORITY:** Government Performance & Financial Management

**AGENDA DATE:** December 13, 2023

**COUNCIL DISTRICT(S):** All

**DEPARTMENT:** Department of Human Resources

**EXECUTIVE:** Kimberly Bizzor Tolbert

**SUBJECT**

An ordinance amending Chapter 34, "Personnel Rules" of the City Council Code by amending Sec. 34-4 Definitions, 34-6 Requirements for Induction, 34-17 Overtime and Paid Leave for Civilian Employees, Sec. 34-19 Work Hours, Paid Leave, and Overtime for Public Safety Employees, Sec. 34-22.3 Mental Health Leave, 34-22.4 Compassionate Leave, 34-24.2 Paid Parental Leave, 34-32 Health Benefits, 34-36 Rules of Conduct, and 34-38 Grievance and Procedures to (1) remove outdated language; (2) allow the employment of persons ages 15 in the seasonal position of lifeguard; (3) clarify leave types counted as work time for overtime calculation; (4) clarify leave types

counted as sick time when computing overtime or compensatory leave; **(5)** allow additional mental health professionals to approve need for mental health leave; **(6)** expand the eligibility for compassionate leave; **(7)** correct typographical error; **(8)** clarify language in “come-back option” of health plan benefits; **(9)** include reference to teleworking in Rules of Conduct; and **(10)** add titles to the executives eligible to hear grievances - Estimated Annual Cost \$134,057.80 - Financing: General Fund (\$126,701.01), Enterprise Funds (\$5,356.99), Internal Service Funds (\$1,293.14), and Grant Funds (\$706.67) - Actual costs may vary depending on demand (see Fiscal Information)

**BACKGROUND**

The Department of Human Resources and the City Attorney's Office review and modify Chapter 34 of the Dallas City Code (City of Dallas Personnel Rules) to address outdated and/or obsolete information, changes to federal and state laws, and changes to updated City processes and procedures.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

The Government Performance and Financial Management committee was briefed on November 14, 2023.

**FISCAL INFORMATION**

Fund	FY 2023	FY 2024	Future Years
General Fund	\$126,701.01	\$126,701.01	\$126,701.01
Enterprise Funds	\$ 5,356.99	\$ 5,356.99	\$ 5,356.99
Internal Service Funds	\$ 1,293.14	\$ 1,293.14	\$ 1,293.14
Grant Funds	\$ 706.67	\$ 706.67	\$ 706.67
Total	\$134,057.80	\$134,057.80	\$134,057.80

Estimated Annual Cost: \$134,057.80 - General Fund (\$126,701.01), Enterprise Funds (\$5,356.99), Internal Service Funds (\$1,293.14), and Grant Funds (\$706.67). Actual costs may vary depending on demand.