



**RESOLUTION NO. 240-2007**  
**RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO**  
**AMENDING THE SALARY & BENEFITS RESOLUTION FOR UNREPRESENTED**  
**EMPLOYEES, SECTION 1101, OF EL DORADO COUNTY**

**WHEREAS**, the Board of Supervisors has previously established an amended Salary and Benefits Resolution for Unrepresented Employees; and

**WHEREAS**, Section 1101 currently provides for Management Leave for Unrepresented Employees; and

**WHEREAS**, Section 1101 allows for Unrepresented Employees to receive payment for a portion of unused Management Leave annually; and

**WHEREAS**, recent events have indicated it is desirable to increase the number of hours eligible for annual payoff provisions; and

**WHEREAS**, Unrepresented full-time Administrative Management employees shall receive up to eighty (80) hours of management leave in pay period 01 of each year, Unrepresented Administrative Management employees shall be eligible to receive payment for up to eighty (80) hours of unused management leave during the year as described below effective immediately. As a result employees may be paid up to the maximum allowable as described below on pay period 26 for the year 2007 and thereafter as described below; and

**WHEREAS**, all full time Unrepresented Administrative Management employees who previously elected the (56) hours of management leave for the year 2007 are now eligible to receive up to eighty (80) hours of management leave in 2007 and shall receive all management leave they are eligible to receive in 2007 as described below.

**THEREFORE BE IT RESOLVED**, that the El Dorado County Board of Supervisors approves the changes specified below and incorporate such changes into the Salary and Benefits Resolution, No. 323-2001, as amended, to become effective upon adoption by the Board.

**1101. MANAGEMENT AND SUPERVISORY LEAVE**

- A) Excluding Department Heads and Elected Officials, Unrepresented full-time Administrative Management employees shall receive up to eighty (80) hours of management leave in pay period 01 of each year. Unrepresented Administrative Management employees shall be eligible to receive payment for up to eighty (80) hours of unused management leave during the year.

Unrepresented full-time Department Heads shall receive ninety-six (96) hours per year of management leave in pay period 01 of each year for which they may receive payment for any unused portion during the year.

Unrepresented part-time Administrative Management employees shall receive a prorated share of management leave based upon their ongoing work schedule. Elected Officials shall not be eligible for the provisions of this Section 11.

Unrepresented Administrative Management employees hired after July 1 of each year shall receive half the designated entitlement of management leave.

Payment for any unused management leave may be requested only during the pay periods which include March 31, June 15, September 30, and the last pay period of each year, in eight (8) hour increments up to the maximum allowable, with appropriate notification to the Auditor's Department. Any eligible employees who does not use the full entitlement of management leave by pay period 26 of each year may be paid, up to the maximum allowable, at the base hourly rate for any remaining unused management leave. Any unused hours remaining over the maximum allowable will be lost. Such leave shall not be carried over from one year to another.

**PASSED AND ADOPTED** by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 25 day of September, 2007, by the following vote of said Board:

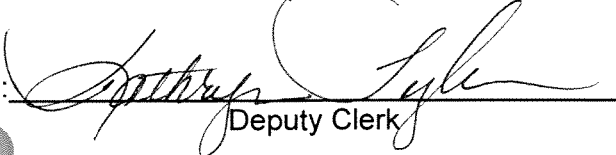
**Ayes:** Santiago, Sweeney, Baumann, Dupray, Briggs

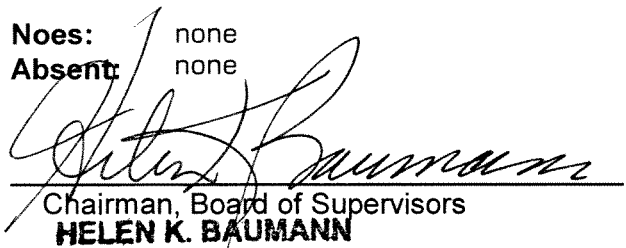
**Noes:** none

**Absent:** none

**Attest:**

Cindy Keck  
Clerk of the Board of Supervisors

By:   
Deputy Clerk

  
Chairman, Board of Supervisors  
**HELEN K. BAUMANN**

**I CERTIFY THAT:**

THE FOREGOING INSTRUMENT IS A CORRECT COPY OF THE ORIGINAL ON FILE IN THIS OFFICE.

**DATE:** \_\_\_\_\_

**Attest:** CINDY KECK, Clerk of the Board of Supervisors  
of the County of El Dorado, State of California.

By: \_\_\_\_\_  
Deputy Clerk