



City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	File No.:	Item Type:		1 st Reading	2 nd Reading
2/19/2025	25-032	<input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Other	Ordinance Reading	N/A	N/A
			Public Hearing	<input type="checkbox"/>	<input type="checkbox"/>
			Advertising Required	<input type="checkbox"/>	<input type="checkbox"/>
			Quasi-Judicial:	<input type="checkbox"/>	<input type="checkbox"/>
Fiscal Impact (\$):	Account Balance (\$):	Funding Source:	Project Number:		
TBD	TBD	TBD	N/A		
Contract/P.O. Required	RFP/RFQ/Bid Number:	Sponsor Name:	Department:		
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	N/A	Dr. Jeremy Earle, City Manager	City Manager		
Strategic Plan Focus Areas:					
<input checked="" type="checkbox"/> Fiscal Stability	<input type="checkbox"/> Resident Services	<input type="checkbox"/> Public Safety	<input type="checkbox"/> Infrastructure & Mobility	<input type="checkbox"/> Economic Development & Affordable Housing	
Implementation Timeline:					
Estimated Start Date: N/A			Estimated End Date: N/A		

SHORT TITLE:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, APPROVING THE FIRST AMENDMENT TO THE REVISED EMPLOYMENT AGREEMENT OF THE CITY MANAGER; AND PROVIDING AN EFFECTIVE DATE.

ATTACHMENT(S):

As a part of their benefits packages, members of the General Employees Union (AFSCME), and the Police Union, and Police Union (FOP), are able to carry over up to 80 hours of vacation time a year. Professional Management Employees that are outside of any collective bargaining agreement, including Police Command Staff, are able to carry over up to 200 hours of vacation time a year. Union and Professional Management Employees are also able to sell back up to 48 hours of sick time a year. Sick time for both union and professional have no rollover cap, and an employee is therefore able to accumulate and carry over unlimited sick time. However, only 480 hours of accrued sick time can be paid out at separation.

For the past four years, the City Managers contract has allowed for him to have 296 hours of Paid Time Off (PTO) of which up to 80 hours could be sold back to the City, and the rest of any unused hours would be completely forfeited.

The chart below provides details on the PTO hours that the City Manager has earned, used, sold back, and lost since taking on the role. To date, the total amount of forfeited PTO hours (303 hours) represents approximately \$40,000 in lost wages.

Contract Year Start	Contract Year End	PTO Hours Earned	PTO Hours Used	PTO Hours Paid Out (Up to 80 Hours)	PTO Hours Lapsed/Forfeited
2/17/2021	2/16/2022	296	230	66	0
2/17/2022	2/16/2023	296	114.5	80	101.5
2/17/2023	2/16/2024	296	180	80	36
2/17/2024	2/16/2025	296	50	80	166

For the first time since the contract was approved in 2021, the City Manager is requesting a change to this contract. The City Manager is requesting that the City Commission review and consider changes to his employment agreement, as outlined in the attached, **Exhibit A, First Amendment to his Revised Employment Agreement**. His current Employment Agreement was approved pursuant to Resolution 2023-008. The proposed amendment requests the following changes:

1. Increase the number of unused Personal Time Off (PTO) hours he can sell back each year from 80 to 160 hours.
2. Allow unused PTO hours (those that are not sold back) to accrue up to a cap of 768 hours.
3. Allow accrued hours to be paid out at separation.

This request aligns with what Professional/Management employees are eligible to receive when they retire from the City.

Exhibit 1 – Resolution

Exhibit A - City Manager Earle Amendment 1 to Employment Agreement – 2025

Exhibit 2- Revised Employment Agreement approved in 2023