



AGENDA ITEM#: 37

MEMORANDUM

TO: Metropolitan Planning Commission
FROM: Mark Donaldson, Executive Director
DATE: July 10, 2014
SUBJECT: Consideration of payment in excess of \$10,000 for accrued leave

MPC finance policies require approval of the planning commission for payments over \$10,000 for items not included in a budgeted line-item expense and not meeting other exceptions.

This request is to approve a payment of approximately \$15,000 for accrued annual leave to a former employee. Payment is based on the policies of the Employee Handbook and the employee's record of accrued annual leave. The FY2014-15 budget for MPC salaries will accommodate the payment.

Staff Recommendation:

Staff recommends approval of the payment.

MPC Executive Committee Review:

The Executive Committee of MPC will consider this request on Tuesday, July 8 at its scheduled meeting.