

ORDINANCE NO. _____

1 AN ORDINANCE amending Section 2.76.400 relating to Leaves of Absence
2 Without Pay to allow employees who have been laid off due to loss of funding a leave of absence
3 without using their applicable leave balances; and repealing Section 2.76.400 of the Lincoln
4 Municipal Code as hitherto existing.

5 Section 1. That Section 2.76.400 of the Lincoln Municipal Code be amended to read
6 as follows:

7 **2.76.400 Leaves of Absence Without Pay.**

8 Leave of absence without pay may be granted to employees, except temporary or seasonal
9 employees, for a period not to exceed three months by a department head, except that for leaves in
10 excess of thirty calendar days, the approval of the director must also be obtained. Leaves of absence
11 without pay shall not be granted until all applicable leave balances have been exhausted, with the
12 exception of leaves for military, travel, ~~or~~ study, or temporary loss of funding.

13 A department head, with the approval of the director, may grant such employee leave of
14 absence without pay for a period not to exceed one year for travel or study. Such leave shall be
15 granted only when it will not result in undue prejudice to the interests of the city as an employer be-
16 yond any benefits to be realized. No leave without pay shall be granted except upon written request
17 of the employee. No such leave shall be granted primarily in the interests of the employee except
18 in the case of one who has shown by record of service or by other evidence to be of more than
19 average value to the city and whose service it is desirable to retain even at such sacrifice. Failure

1 on the part of an employee on leave to report promptly at its expiration, without good cause, shall
2 be considered as a resignation.

3 Section 2. That Section 2.76.400 of the Lincoln Municipal Code as hitherto existing
4 be and the same is hereby repealed.

5 Section 3. That this ordinance shall take effect and be in force from and after passage
6 and publication in one issue of a daily or weekly newspaper of general circulation in the City,
7 according to law.

Introduced by:

Approved as to Form & Legality:

City Attorney

Approved this ___ day of _____, 2014:

Mayor