

RESOLUTION NO. 2026-R-13

A RESOLUTION TO ESTABLISH A MAXIMUM CARRYOVER LIMIT FOR ACCRUED HOLIDAY COMPENSATORY TIME FOR EMPLOYEES OF THE CITY OF IRONDALE

WHEREAS, the City of Irondale provides holiday compensatory time to eligible employees who work on designated city holidays; and

WHEREAS, employees may accumulate holiday compensatory time balances over the course of their employment with the city; and

WHEREAS, large accumulated balances of holiday compensatory time represent an unfunded liability on the City's financial statements and create budgetary uncertainty; and

WHEREAS, holiday compensatory time earned at historical wage rates may be paid out at significantly higher current wage rates upon separation, creating an inequitable financial burden on the City; and

WHEREAS, establishing a reasonable maximum carryover limit encourages employees to utilize their earned time while protecting the City's fiscal interests; and

WHEREAS, the City Council finds it in the best interest of the City and its employees to establish clear policies governing the accumulation of holiday compensatory time.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF IRONDALE, ALABAMA, AS FOLLOWS:

Section 1. Maximum Carryover Established. Effective January 1, 2027, the maximum holiday compensatory time balance that any City employee may carry forward from one calendar year to the next shall be four hundred eighty (480) hours.

Section 2. Application. This limit shall apply to all full-time employees of the City of Irondale, classified and unclassified.

Section 3. Excess Balance Disposition. Any holiday compensatory time balance exceeding 480 hours as of December 31 of each year shall be handled as follows:

- (a) Employees shall be notified in writing by October 1 of each year if their current balance exceeds or is projected to exceed the 480-hour maximum.
- (b) Employees shall have until December 31 to reduce their balance to 480 hours or below through approved use of holiday compensatory time.

- (c) Any hours remaining in excess of 480 as of December 31 shall be forfeited unless the employee demonstrates that operational demands prevented the use of such time, in which case the Department Head and City Clerk shall determine an appropriate resolution.

Section 4. Transition Period. Employees whose holiday compensatory time balance exceeds 480 hours as of the effective date of this Resolution shall be granted a transition period through December 31, 2026, to reduce their balance. During this transition period, such employees shall not accrue additional holiday compensatory time until their balance falls below 480 hours. They shall instead receive overtime pay at the applicable rate for holiday work performed.

Section 5. Payout Upon Separation. Upon separation from City employment for any reason, an employee shall be compensated for accrued holiday compensatory time up to a maximum of 480 hours at the employee's final regular rate of pay. Any balance in excess of 480 hours at separation shall be forfeited.

Section 6. Department Head's Responsibility. Department Heads shall be responsible for monitoring employee holiday compensatory time balances and ensuring employees have reasonable opportunities to utilize accrued time. The City Clerk shall provide quarterly reports to Department Heads identifying employees approaching the maximum balance.

Section 7. Personnel Policy Amendment. The City Clerk is hereby directed to incorporate this Resolution into the City of Irondale Personnel Policy Manual and to distribute notice of this policy to all City employees within thirty (30) days of adoption.

Section 8. Resolutions Repealed. Resolution 2023-R-117 is hereby repealed as of the Effective Date of this Resolution.

Section 9. Severability. If any provision of this Resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this Resolution which can be given effect without the invalid provision or application.

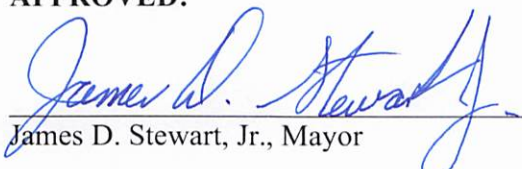
Section 10. Effective Date. This Resolution shall become effective January 20, 2026, following its adoption and approval.

ADOPTED & APPROVED: This 20th day of January, 2026.



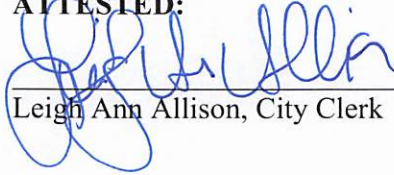
David Spivey, City Council President

APPROVED:



James D. Stewart, Jr., Mayor

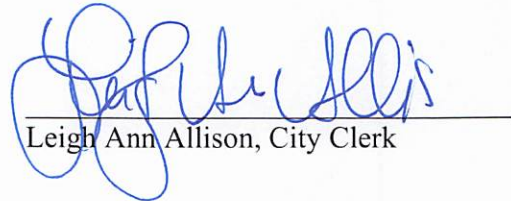
ATTESTED:



Leigh Ann Allison, City Clerk

CERTIFICATION

I, Leigh Ann Allison, the City Clerk of the City of Irondale, Alabama, hereby certify that the above to be a true and correct copy of a resolution adopted by the City Council of the City of Irondale at its regular meeting held on January 20, 2026, as the same appears in the minutes of record of said meeting.



Leigh Ann Allison, City Clerk