

City Holidays

Sept. 19, 2023



Background

- On May 16, 2023, Council Member McGee made a two-minute pitch request for a work session to discuss the possibility of making Election Day a municipal holiday
- Received majority support for a work session presentation

City Holidays

- City offers a total of 13 holidays for employees
 - **11** observed holidays and **2** personal floating holidays for employees
- Most City business, services, and facilities are closed on observed holidays
 - Full-time and part-time employees receive paid holiday off
 - If holiday occurs during a weekend, holidays are observed on the preceding Friday or following Monday
- Employees required to work an observed holiday receive holiday pay in addition to actual hours worked (overtime)



City of Denton (11)	Federal (11)
New Year's Day	New Year's Day
Martin Luther King, Jr. Day	Martin Luther King, Jr. Day
	President's Day
Memorial Day	Memorial Day
Juneteenth	Juneteenth
Independence Day	Independence Day
Labor Day	Labor Day
	Columbus Day
Veterans Day	Veterans Day
Thanksgiving Day	Thanksgiving Day
Friday After Thanksgiving	
Christmas Eve	
Christmas Day	Christmas Day

City Holidays

- Survey of Municipalities
 - Updated survey that was done in 2021
 - None of the 136 cities surveyed offered Election Day(s) as a holiday
 - City of Denton is competitive with holidays offered; City offers the most holidays of our comparator cities

Holidays Offered (All Surveyed Cities)

Holidays	# of Cities	Percentage
9	12	8.8%
10	21	15.4%
11	33	24.3%
12	28	20.6%
13	22	16.2%
14	11	8.1%
15+	9	6.6%
Total	136	100.0%

Holidays Offered (Comparator Cities)

Holidays	# of Cities	Percentage
9	5	35.7%
10	3	21.4%
11	4	28.6%
12	1	7.1%
13	1 (Denton)	7.1%
Total	14	100.0%



Personnel Policy for Voting

- *City Policy 111.03, Absence for Voting*
 - Allows employees “short-term paid leaves of absence when work scheduling would prohibit participation as a voter in national, state, county, district, and municipal elections”
 - Approval for absence will be “based on the workload of the department and whether or not the employee's work schedule prohibits voter participation”
- No reported concerns regarding employee requests to vote

Potential Impact for Adding a Holiday

- The following is a cost estimate for adding a holiday:
 - Estimated Total Payroll Cost for a Holiday: \$519,287
 - Expense is budgeted for; however, most employees would receive as a paid day off rather than as productive hours for the City
 - Estimated Average Additional Overtime Cost due to a Holiday: \$258,733
 - Not budgeted

Fund	Estimated Amount
General Fund	\$160,415 (62%)
Electric Fund	\$51,747 (20%)
Water/Wastewater Fund	\$18,111 (7%)
Solid Waste Fund	\$18,111 (7%)
Other Funds	\$10,349 (4%)
Total:	\$258,733

Options

1. No Changes to Holiday Schedule
2. Consider Adding Election Day Holiday
 - Consider adding one (1) holiday
 - Note: There are two (2) Annual Uniform Election Dates per Texas Secretary of State (May or November)
 - Consider as a supplemental budget item in FY24/25 budget process due to additional cost
 - Prepare a revised City Holidays, *Policy 107.02*, for City Council consideration and approval
3. Provide Other Direction