City of Cherry Hills Village, CO

EXTENDED SICK LEAVE

Each employee will maintain an Extended Sick Leave ("ESL") bank in the event of a documented serious health issue as outlined in the section titled Medical Leave of Absence. An employee may access ESL once 40 hours of PTO have been used due to a single situation. ESL hours may be used until short-term disability becomes available or to complement disability payments, if applicable. Income combined with disability payments shall not exceed the employee's normal wages.

Each full-time employee will accrue up to 40 ESL hours per year at a rate of 1.67 hours per pay period up to a maximum of 3.34 hours per month. An employee may maintain no more than 480 hours in his or her ESL bank.

ESL hours will not be paid out at separation of employment, except in the case of employees who were eligible as of December 31, 2008 for a payout under the prior policy. For those eligible employees, the City will pay out either 25% or 50% (depending upon tenure) of 480 hours of ESL upon separation of employment, minus any ESL hours used while the ESL program was in effect. The payout will be based on the employee's pay rate as of December 31, 2008.