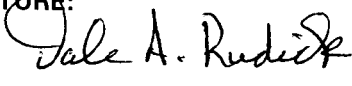


TO: Mayor via City Secretary **REQUEST FOR COUNCIL ACTION**

SUBJECT: Motion to extend unpaid leave of absence for Craig Leassear, Semi-Skilled Laborer	Category #	Page 1 of 1	Agenda Item #
FROM (Department or other point of origin): Public Works & Engineering Department	Origination Date	Agenda Date	
DIRECTOR'S SIGNATURE: Dale A. Rudick, P.E. 	Council District affected: All		
For additional information contact: Viveca Sonberg, Sr. Assistant Director, (832) 395-2746 Natalie DeLuca, Sr. Assistant City Attorney, (832) 393-6272	Date and identification of prior authorizing Council action:		
RECOMMENDATION: (Summary) Approve the motion to extend unpaid leave of absence for Craig Leassear, Semi-Skilled Laborer			
Amount and Source of Funding:			
SPECIFIC EXPLANATION: <p>The Public Works & Engineering Department requests Council to approve a motion to extend the unpaid leave of absence for Craig Leassear, Semi-Skilled Laborer, Employee # 156713, beginning August 8, 2016 and ending September 27, 2016 totaling 51 calendar days.</p> <p>On or about February 10, 2016, Mr. Leassear was diagnosed with a medical condition that prevented his return to duty. He was approved by the Municipal Civil Service Commission for a leave of absence without pay through August 7, 2016. Mr. Leassear passed away on September 28, 2016.</p> <p>In accordance with Code of Ordinances 14-172, any further unpaid leaves of absence must be approved by the City Council. Therefore, the department requests that City Council approve an extended unpaid leave of absence from August 8, 2016 through September 27, 2016.</p>			
REQUIRED AUTHORIZATION CUIC #. 20VS13			
Other Authorization:	Other Authorization:	Other Authorization: 