

CITY OF OBETZ  
RECORD OF ORDINANCES



ORDINANCE: 02 – 26

PASSED: January 12, 2026

**AN ORDINANCE APPROVING THE CITY OF OBETZ CONVERSION PLAN POLICY WHICH ALLOWS EMPLOYEES TO CONVERT VACATION AND SICK TIME TO CASH IN ACCORDANCE WITH THE OHIO PUBLIC EMPLOYEES RETIREMENT SYSTEM (OPERS) SPECIFICATIONS AND DECLARING AN EMERGENCY**

**WHEREAS**, the City of Obetz provides eligible employees the option of participating in a Vacation and Sick Leave Conversion Plan ("the Plan") permitting eligible employees to convert earned vacation and sick leave into salary in accordance with said Plan; and

**WHEREAS**, the City of Obetz administers such a Plan in accordance with all acceptable laws and regulations; and

**WHEREAS**, the City of Obetz desires to establish the terms of its Plan and the administration of the Plan to obtain said Plan's approval as required by the Ohio Public Employees Retirement System;

**NOW THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF OBETZ, OHIO, THAT:**

Section 1. The Council of the City of Obetz hereby adopts the following Vacation/Sick Leave Conversion Plan Policy, which shall apply to all City employees, except otherwise superseded by a Collective Bargaining Agreement, to cash vacation and sick leave, to cash for leave that is accrued, but not used, during the calendar year, as defined as January 1 to December 31, as part of an Annual Conversion Plan.

Section 2. Any City employee may, at their sole discretion, convert unused vacation and sick leave to a cash payment based on their pay rate at the time of conversion, as limited by the rules established here. Leave shall be converted on a last in, first out (LIFO) basis. The leave to be considered earnable salary is the leave accrued to date in the current calendar year, less any leave used to date in the same calendar year. Employees can receive conversion payments during any payroll week (every other week) in which the employee has eligible vacation and sick leave. The OPERS program is an annual program and no leave accrued before the year 2026 shall be converted under the Plan; however, employees may cash out unused sick and vacation time accrued prior to 2026 recognizing that those payments will not be included in the calculation of Final Average Salary and retirement contributions will not be withheld as those payments do not meet the definition of earnable salary for OPERS purposes.

Section 3. Employees are not permitted to cash out sick leave during disciplinary investigations or for involuntary separations of employment. For voluntary separations, employees must complete a leave conversion request for sick leave at least one day prior to submitting a resignation letter to the Mayor. Failure to submit a leave conversion request before resignation allows for cash out of sick leave upon separation, but only at a rate of 0.25 hours for every 1 hour of sick leave in the employee's sick leave bank. Vacation leave is already paid out for both voluntary and involuntary separations of employment.

Section 4. For Ohio Public Employee Retirement System (OPERS) purposes, the leave to be considered earnable salary is the leave accrued to date in the current calendar year, less any leave used to date in the same calendar year. For retiring employees, conversion payment must occur according to the plan and either prior to or during the month of their termination date for this earnable salary to be included in the calculation of Final Average Salary. The following payments made to employees shall not have retirement contributions withheld as the payments do not meet the definition of earnable salary for OPERS purposes: (1) leave in excess of the annual amount of leave accrued January 1 to December 31 less leave used January 1 to time of payment; (2) leave earned in previous calendar years (other than payments made in January for leave accrued but not used during the previous calendar year); (3) conversion of leave to employees separating employment; (4) conversion of leave to retiring employees outside the regular payment schedule. The maximum amount of vacation and sick leave that can be converted is the maximum amount earned at the time the conversion is requested. No less than 8 hours of sick or vacation time can be converted at any one time. The employee can request multiple conversions throughout the year; however, all conversions must be requested by December 15th of the year when the hours were earned.

Section 5. Vacation and Sick leave will be available for conversion to a cash payment for eligible beneficiaries upon the death of an employee.

Section 6. The maximum amount of leave employees may accrue and convert in a year is: (1) 460 hours of sick leave; (2) 636 hours of vacation leave; minus any leave used during the conversion year (LIFO).

Section 7. Leave Accrual. (1) Sick leave is accrued per pay period; (2) Vacation leave is accrued per pay period after an initial grant of 40 hours upon date of hire.

Section 8. This Ordinance is hereby declared to be an emergency measure, the immediate passage of which is necessary for the preservation of the health, safety and welfare of the citizens of the City of Obetz, whereas OPERS must approve the City's program prior to any conversion requests; WHEREFORE, this Ordinance shall take effect and be in force immediately upon its passage.

Passed this 12 day of January, 2026



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PASSED: January 12, 2026

ATTESTS:

Stacey Boumis  
Stacey Boumis, Clerk of Council

Angela M. Kirk  
Angela M. Kirk, Mayor

[Signature]  
Council Pres. Pro-Tem

APPROVED AS TO FORM

Eugene L. Hollins  
Eugene L. Hollins, Esq, Law Director

**CERTIFICATION OF PUBLICATION**

Pursuant to the City Charter, I, Stacey E. Boumis, Clerk of Council of the City of Obetz, Ohio, do hereby certify that Ordinance 02-26 was duly posted at 11:00 AM (time) on the 14 day of January, 2026, at the Obetz Government Center, Obetz Community Center, and Obetz Athletic Club as well as on the Obetz website.



Stacey Boumis  
Stacey Boumis, Clerk

1/14/26  
Date