



# City of Baltimore

City Council  
City Hall, Room 408  
100 North Holliday Street  
Baltimore, Maryland 21202

## Legislation Text

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**File #:** 09-0402, **Version:** 0

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EXPLANATION: CAPITALS indicate matter added to existing law.  
[Brackets] indicate matter deleted from existing law.

\* WARNING: THIS IS AN UNOFFICIAL, INTRODUCTORY COPY OF THE BILL.

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DRAFT 20AUG09 INTRODUCTORY\* DRAFT 20AUG09

CITY OF BALTIMORE  
COUNCIL BILL

Introduced by: Councilmember Conaway

A BILL ENTITLED

AN ORDINANCE concerning  
**Office of Overtime Reporting - Establishment**

FOR the purpose of establishing an Office of Overtime Reporting; providing for the appointment of a director and staff for the Office; requiring City agencies to report to the Office on overtime expenditures; and generally relating to oversight of overtime expenditures.

BY adding

Article 1 - Mayor, City Council, and Municipal Agencies

Section(s) 9-1 to 9-10, to be under the new subtitle,

“Subtitle 9. Office of Overtime Reporting”

Baltimore City Code

(Edition 2000)

SECTION 1. BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF BALTIMORE, That the Laws of Baltimore City read as follows:

Baltimore City Code

Article 1 - Mayor, City Council, and Municipal Agencies

SUBTITLE 9. OFFICE OF OVERTIME REPORTING

§ 9-1. DEFINITIONS.

(A) IN GENERAL.

IN THIS SUBTITLE, THE FOLLOWING TERMS HAVE THE MEANINGS INDICATED.

(B) AGENCY.

“AGENCY” MEANS ANY DEPARTMENT, BOARD, COMMISSION, COUNCIL, AUTHORITY, COMMITTEE, OFFICE, OR OTHER UNIT OF CITY GOVERNMENT.

(B) DIRECTOR.

“DIRECTOR” MEANS THE DIRECTOR OF OVERTIME REPORTING.

(C) OFFICE.

“OFFICE” MEANS THE OFFICE OF OVERTIME REPORTING.

§ 9-2. {RESERVED}

§ 9-3. OFFICE ESTABLISHED.

THERE IS AN OFFICE OF OVERTIME REPORTING.

§ 94. MISSION OF OFFICE.

THE MISSION OF THE OFFICE IS TO:

- (1) ANALYZE AND MONITOR THE USE OF OVERTIME BY CITY AGENCIES AND EMPLOYEES; AND
- (2) MAKE INFORMATION ABOUT THE USE OF OVERTIME AVAILABLE TO THE COMPTROLLER, MAYOR, AND CITY COUNCIL.

§ 9-5. {RESERVED}

§ 96. DIRECTOR.

(A) POSITION ESTABLISHED.

THE HEAD OF THE OFFICE IS THE DIRECTOR OF OVERTIME REPORTING.

(B) APPOINTMENT.

THE DIRECTOR IS APPOINTED BY THE COMPTROLLER, SUBJECT TO CONFORMATION BY THE CITY COUNCIL.

(C) TERM.

THE DIRECTOR:

- (1) SERVES FOR A TERM CONCURRENT WITH THE COMPTROLLER’S TERM OF OFFICE; AND
- (2) MAY BE DISCHARGED IF:
  - (1) PROOF OF INEFFICIENCY, NEGLIGENCE OF DUTY, OR MISCONDUCT IN OFFICE IS PRESENTED TO

THE COMPTROLLER; AND

(II) THE CIVIL SERVICE COMMISSION SUBSTANTIATES THESE CHARGES AFTER A FULL HEARING.

(D) COMPENSATION.

THE DIRECTOR IS ENTITLED TO COMPENSATION AS PROVIDED IN THE ORDINANCE OF ESTIMATES.

§ 97. STAFF; SUPPLIES; AGENCY ASSISTANCE.

(A) STAFF.

THE DIRECTOR MAY EMPLOY A STAFF AND MAY CONTRACT FOR CONSULTANTS AND OTHER EXPERTS AS PROVIDED IN THE ORDINANCE OF ESTIMATES.

(B) SUPPLIES.

THE DIRECTOR MAY ACQUIRE SUPPLIES AS PROVIDED IN THE ORDINANCE OF ESTIMATES.

(C) AGENCIES TO ASSIST OFFICE.

AT THE REQUEST OF THE OFFICE, EVERY AGENCY OF THE CITY OF BALTIMORE SHALL PROVIDE REASONABLE ASSISTANCE AND INFORMATION TO THE OFFICE.

§ 9-8. {RESERVED}

§ 99. OVERTIME REPORTS.

(A) AGENCIES TO FILE.

EVERY AGENCY OF THE CITY SHALL FILE A MONTHLY OVERTIME REPORT WITH THE OFFICE.

(B) FORM AND CONTENTS.

THE REPORT MUST:

(1) BE IN THE FORM THAT THE DIRECTOR REQUIRES; AND

(2) CONTAIN:

(I) THE TOTAL AMOUNT OF OVERTIME COMPENSATION PAID OUT IN THE PREVIOUS MONTH;

(II) THE AMOUNT OF OVERTIME COMPENSATION PAID TO EACH INDIVIDUAL IN THE PREVIOUS MONTH; AND

(III) ANY OTHER INFORMATION THAT THE DIRECTOR REQUESTS.

(C) COMPILATION OF REPORTS.

THE OFFICE SHALL:

(1) COMPILE THE REPORTS RECEIVED FROM ALL AGENCIES; AND

(2) ON REQUEST, PROVIDE THE INFORMATION DERIVED FROM THESE REPORTS AND COMPILATIONS TO THE COMPTROLLER, MAYOR, OR ANY CITY COUNCIL MEMBER.

§ 9-10. RULES AND REGULATIONS.

(A) DIRECTOR MAY ADOPT.

THE DIRECTOR MAY ADOPT RULES AND REGULATIONS TO CARRY OUT THIS SUBTITLE.

(B) FILING WITH LEGISLATIVE REFERENCE.

A COPY OF ALL RULES AND REGULATIONS MUST BE FILED WITH THE DEPARTMENT OF LEGISLATIVE REFERENCE BEFORE THEY TAKE EFFECT.

SECTION 2. AND BE IT FURTHER ORDAINED, That the catchlines contained in this Ordinance are not law and may not be considered to have been enacted as a part of this or any prior Ordinance.

SECTION 3. AND BE IT FURTHER ORDAINED, That this Ordinance takes effect on the 30th day after the date it is enacted.

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art 1/Office of Overtime Reporting/tw:aa

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