



LETTER TO THE COMMISSION

LTC No: 26-081

TO: Honorable Mayor and Members of the Fort Lauderdale City Commission
FROM: Rickelle Williams, City Manager *RW*
DATE: March 23, 2026
**SUBJECT: Updated Timekeeping Solution - Workforce Management (WFM)
Go-Live and End User Training**

The purpose of this Letter to the Commission (LTC) is to announce that the City of Fort Lauderdale will be upgrading the Kronos timekeeping system to UKG Workforce Management (WFM) for all employees, excluding those currently utilizing Telestaff. The transition to the new system is scheduled to take place on Sunday, April 12, 2026.

Key Benefits: Enhanced User Interface and Ease of Use

The UKG Workforce Management platform introduces a modern and intuitive user interface, designed to streamline daily processes and make timekeeping effortless for all employees. The platform offers advanced features that empower staff to efficiently manage work hours, submit and track leave requests, and oversee timecard administration with greater accuracy. This upgrade represents a significant step forward in supporting staff productivity and satisfaction, as the system is specifically tailored to meet the evolving needs of today's workforce.

Additionally, employees will experience a more seamless and secure login process through Single Sign-On (SSO) integration, eliminating the need to remember and enter a separate password as previously required with Kronos. By simplifying access and enhancing functionality, UKG Workforce Management is poised to have a positive impact on the daily work experience across the organization.

Adoption: Employee Training and Support Resources

To ensure a successful transition to UKG Workforce Management, a series of training sessions will be offered to end users, including timekeepers and supervisors. These sessions will provide instruction on essential system functions, such as logging into the new platform, navigating its updated interface, clocking in and out, submitting leave requests, reviewing and editing timecards, and approving leave.

For additional information, please contact Ron McKenzie, Director, Information Technology Services Department, at rmckenzie@fortlauderdale.gov or (954)828-3525.

c: Shari McCartney, City Attorney

David R. Soloman, City Clerk
Patrick Reilly, City Auditor
City Manager's Office
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