

**EMPLOYEE
ORGANIZATION
AGREEMENT**

between

CITY OF HOLLYWOOD

and

**HOLLYWOOD, FLORIDA, CITY EMPLOYEES
LOCAL 2432 OF AFSCME, AFL-CIO**

**A.K.A. AMERICAN FEDERATION OF STATE,
COUNTY AND MUNICIPAL EMPLOYEES
Local 2432**

October 1, 1996

through

September 30, 1999

EMPLOYEE ORGANIZATION AGREEMENT

THIS AGREEMENT is entered into by and between the City of Hollywood, Florida, hereinafter referred to as the "Employer" or the "City," and the Hollywood, Florida, City Employees, Local 2432, AFSCME, AFL-CIO American Federation of State, County and Municipal Employees (AFL-CIO), hereinafter referred to as the "Union." It is the intent and purpose of this Agreement to assure sound and mutually beneficial working and economic relationships between the parties hereto, to provide an orderly, prompt and peaceful means of resolving any misunderstandings or differences which may arise, and to set forth herein basic and full agreement between the parties concerning rates of pay, wages, hours of employment, pensions, and other terms and conditions of employment. It is understood that the City of Hollywood is engaged in furnishing essential public services which vitally affect the health, safety, comfort and well-being of the public, and both parties hereto recognize the need for continuous and reliable service to the public.

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ARTICLE 1: RECOGNITION

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Sec. 1: The Employer recognizes Local 2432, Hollywood, Florida, City Employees Local 2432 of AFSCME, AFL-CIO as the sole and exclusive bargaining agent, with respect to wages, hours, pensions, and other conditions of employment, for all Employees in the bargaining unit, as per Certification #151 granted by the Florida Public Employees Relations Commission, attached as Appendix " A ", and as may be amended in the future by the appropriate authority of the State of Florida.

Sec. 2: The parties agree that if additional classifications are created, they shall meet as soon as practicable thereafter to negotiate concerning whether or not these new classifications shall be included in the Bargaining Unit. The City and the Union agree to request a Unit Clarification from P.E.R.C. as soon as practicable thereafter for agreed upon classifications.

Sec. 3: If a position's duties change substantially, which in the opinion of the City convert the position from a bargaining unit member to an employee which should be excluded from the Bargaining Unit, the City and the Union agree that the City shall notify the Union of such potential changes. The City and the Union agree to request a Unit Clarification from P.E.R.C. as soon as practicable thereafter for classifications which the parties agree should be excluded from the Bargaining Unit.

ARTICLE 2 - REPRESENTATION BY THE CITY

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Sec. 1: The City shall be represented by the City Manager, or a person or persons designated in writing to the Union by the City Manager. The City Manager shall have the authority to execute an Agreement on behalf of the City upon being directed by an official resolution of the City Commission. It is understood that the City representative or representatives are the official representatives of the City for the purpose of negotiating with the Union and administration of the Collective Bargaining Agreement between the parties. Negotiations entered into with persons other than those as defined herein, regardless of their position or association with the City, shall be deemed unauthorized and shall have no weight of authority in committing or in any way obligating the City.

ARTICLE 3 - UNION REPRESENTATION

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Sec. 1: The City recognizes and shall deal with the appropriate Union Business Agent, International Representatives and any other Union members and/or attorneys, designated by the Union President, in those matters relating to collective bargaining and administration of the Collective Bargaining Agreement between the parties. Changes of representatives shall be submitted to the City Manager, in writing, by the Union President.

Sec. 2: The employer shall furnish each new employee with a copy of this Agreement which includes an Authorization for Dues Payroll Deduction form (see Appendix C).

ARTICLE 4 - DISCRIMINATION

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Sec. 1: The Employer and the Union agree that the basic intent of this Agreement is to provide a fair day's work in return for a fair day's pay and to provide conditions of employment suitable to maintain a competent work force. The Employer and the Union agree that all provisions of this Agreement shall be applied to all Employees covered by it and that the Employer and the Union affirm their joint opposition to any discriminatory practices in connection with employment, promotion or training, remembering that the public interest requires the full utilization of employee's skill and ability without regard to religion, disability, marital status, political affiliation, race, color, creed, national origin, sex or age. Employees shall be treated in a respectful manner.

Sec. 2: Employees shall have the right to join the Union, to engage in lawful concerted activities for the purpose of collective bargaining, to express and communicate any view, grievance, complaint, or opinion, within the bounds of good taste, relative to the conditions or compensation of public employment or its betterment, all free of restraint, coercion, intimidation or reprisal against any employee because of that employee's membership or lack of membership in the Union or by virtue of his/her holding office or not holding office in the Union. This provision shall be applied to all Employees by the Employer and the Union.

Sec. 3: Hollywood, Florida, City Employees Local 2432, American Federation of State, County and Municipal Employees, AFL-CIO, exercises rights granted under State Statute 447.401 and may represent non-members of the Union in the grievance procedure.

ARTICLE 5 - MANAGEMENT SECURITY

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3 Sec. 1: The Employer and the Union recognize the mutually beneficial
4 effects of a harmonious and cooperative relationship between said parties, and agree to
5 comply diligently and fully with the requirements of the Florida Public Employees
6 Relations Act.

7 Sec. 2: There will be no strikes, work stoppages, picketing, slowdowns, or
8 other concerted failure or refusal to perform assigned work by the Employees of the Union
9 and there will be no lockouts by the City for the duration of the Agreement. The Union
10 guarantees to support the City fully in maintaining operations in every way.

11 Sec. 3: Any Employee who participates in or promotes a strike, work
12 stoppage, picket line, slowdown, or concerted failure or refusal to perform assigned work
13 may be discharged or otherwise disciplined by the City.

14 Sec. 4: It is recognized by the parties that the City is responsible for and
15 engaged in activities which are the basis of the health and welfare of our citizens and that
16 any violation of the Article would give a rise to irreparable damage to the City and to the
17 public at large. Accordingly, it is understood and agreed that in the event of any violation
18 of this Article, the City shall be entitled to seek and obtain immediate injunctive relief,
19 provided, however, it is agreed that the Union shall not be responsible for any act alleged
20 to constitute a breach of this Article if the Union did not instigate or support in any manner
21 such action and, further, that the Union has used every reasonable means to prevent or
22 terminate such action.

23 Sec. 5: Picketing, as referred to in this Article, shall mean any action by way
24 of demonstrating which may have the effect of preventing or discouraging any Employee
25 from coming to work, or have the effect of preventing or discouraging any supplier or
26 contractor from entering any City premise. No employee shall picket concerning a matter
27 that is subject to the grievance or arbitration procedure.

ARTICLE 6 - MANAGEMENT RIGHTS

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Sec. 1: Except as provided in this Agreement, it is the right of the Public Employer to determine unilaterally the purpose of each of its constituent agencies; set standards of services to be offered to the public, and exercise control and discretion over its organization and operations. It is also the right of the Public Employer to direct its Employees, take disciplinary action for proper cause, and relieve its Employees from duty because of lack of work or for other legitimate reasons. However, the exercise of such rights shall not preclude Employees or their representatives from raising grievances, should decisions on the above matters have the practical consequence of violating the terms and conditions of any collective bargaining agreement in force or any civil or career service regulation.

ARTICLE 7 - PAYROLL DEDUCTION OF DUES

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3 Sec. 1: On receipt of a lawfully executed written authorization from an
4 employee, the City will deduct from the employee's pay the amount so specified by said
5 employee, but not less than regular dues.

6 Sec. 2: The City will remit to the Union Treasurer such sums within fifteen
7 (15) days, together with a list of employees for whom deductions were made.

8 Sec. 3: Changes in the Union's membership dues rate shall be certified to
9 the City, in writing, over the signatures of the authorized officer or officers of the Union,
10 at least thirty (30) days in advance of the effective date of such change.

11 Sec. 4: The City's remittance shall be deemed correct if the Union does not
12 give a written notice to the City within two (2) calendar weeks after remittance is received
13 of its belief, with reasons stated therefore, that the remittance is incorrect.

14 Sec. 5: An employee may revoke, in writing, with thirty (30) days prior
15 notice to the City and the Union, their authorization for dues or other deductions.

16 Sec. 6: The Union will indemnify, defend and hold the City harmless
17 against any claims made and against any suit instituted against the City on account of
18 any check-off of Union dues.

19 Sec. 7: When an employee has been suspended or discharged and
20 subsequently returned to work, with full or partial back pay, or has been reclassified
21 retroactively, the City shall, in the manner outlined in Section 1 above, deduct the Union
22 membership dues that are due and owing for the period for which the employee receives
23 back pay.

24 Sec. 8: The City shall provide the Union, on a quarterly basis, a list of all
25 employees in the Bargaining Unit represented by the Union. This list shall contain the
26 employee's name, telephone number, complete address, department where employed
27 and whether the employee is a member or non-member.

ARTICLE 8 - UNION BUSINESS

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3 Sec. 1: The Local Union President or a representative of the Local Union
4 President shall be allowed time off work with pay to attend any and all meetings held by
5 the City Commission and meetings with the City Administrators that relate to joint City
6 and Union business. On all such occasions the Union President and/or representative
7 shall give notice of any such meeting to their supervisor. Approval shall not be
8 unreasonably withheld by any of their supervisors.

9 Sec. 2: The Employer agrees to allow two (2) Union members, designated in
10 writing by the Local President, up to ten (10) days each off without pay each calendar year
11 to attend Union Seminars, Conventions and other Union functions. These days off may
12 not be permitted to accrue from year to year if not used. In order to insure proper
13 coverage of assignments, the Department Head should be notified no later than twenty
14 (20) days prior to the aforementioned events.

15 Sec. 3: Up to seven (7) persons designated as part of the Union bargaining
16 team shall be permitted to attend negotiations without loss of pay provided that the
17 negotiation sessions occur during the employee's regular working hours. Additionally, the
18 Union recognizes that the City is engaged in furnishing essential public services vital to
19 the Citizens of Hollywood. Therefore, the Union will make a reasonable attempt not to
20 have more than two (2) members from the same classification in the same work unit as
21 members of the Union negotiating team. However, this does not apply to elected union
22 officials that are members of the team.

ARTICLE 9 - UNION STEWARDS

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3 Sec. 1: Stewards or Alternate Stewards may investigate and discuss
4 grievances and contract questions or complaints during working hours in their respective
5 areas; provided, however, they first receive permission of the Division Head or, in his
6 absence, his designee. Provided, further, that such permission shall not be
7 unreasonably denied. The Union shall not make an unreasonable number of requests.

8 Sec. 2: Chief Stewards may investigate and discuss grievances and contract
9 questions or complaints during working hours at any work location in the City; provided,
10 however, they first receive permission of the division head or in his absence his designee.
11 Provided, further, that such permission shall not be unreasonably denied. The Union
12 shall not make an unreasonable number of requests.

13 Sec. 3: A Chief Steward, a Steward or an Alternate Steward may process
14 grievances in accordance with provisions of Article 29 - Grievance Procedure. However,
15 only one representative of the Union (Chief Steward, Steward or Alternate Steward) shall
16 be permitted to process a grievance during the Steward's working hours until such
17 grievance reaches step 3. When a grievance reaches step 3, the Chief Steward and the
18 Steward or the Alternate Steward may, subject to approval as specified in Sections 1 and
19 2, participate in grievance processing during the Steward's working hours.

ARTICLE 10 - WAGES

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3 Sec. 1: The wage schedule for all regularly scheduled full-time and part-
4 time employees will be implemented effective January 1, 1997. This wage schedule is
5 found in the back of this contract and is referred to as Appendix "B".

6 Sec. 2: The wage schedule enacted as of January 1, 1997 shall include a
7 2% wage increase over the wage schedule dated October 1, 1995 - September 30,
8 1996 included in the most previous AFSCME Agreement.

9 Sec. 3: The wage schedule effective October 1, 1997 shall contain a
10 differential of 2 1/2 % between each paygrade. Each paygrade shall contain a
11 minimum of thirteen (13) steps with a differential of 2 1/2 % between each step.

12 On October 1, 1997 all regularly scheduled full-time and part-time employees
13 including Tier "A", Tier "B", and Sanitation employees will be placed into the Appendix
14 "B" wage schedule in accordance with the new schedule of paygrades. Such
15 placement into the wage schedule will not have a negative impact on the employees'
16 rate of pay.

17 Sec. 4: The wage schedule effective October 1, 1997 shall be increased
18 by 2% October 1, 1998.

19 Sec. 5: Employees hired by the City after October 1, 1994 shall be paid
20 pursuant to the "Tier B Pay Plan". The "Tier B Pay Plan" shall be ten percent (10%) lower
21 than the "Tier A Pay Plan". Employees compensated pursuant to the "Tier B Pay Plan"
22 shall, following one (1) year after attaining Step L, be entered into the "Tier A Pay Plan"
23 and compensated under Step M. The provisions of Article 42 shall also apply to
24 employees compensated by the "Tier B Pay Plan". Employees compensated by the "Tier
25 A Pay Plan" will not be reassigned to the "Tier B Pay Plan".

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2 **ARTICLE 11 - ASSIGNMENT PAY**
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4 **Sec. 1:** An employee assigned to temporarily assume the majority of duties
5 and responsibilities of an incumbent employee with a classification of a higher pay grade
6 shall receive a two (2) pay step increase in salary for the time actually assigned to the
7 classification. However, should the temporary assignment continue for twenty-five (25)
8 working days or more, the employee will continue to receive a two (2) pay step above the
9 employee's current straight time rate, or the minimum salary range, for the position filled,
10 whichever is higher. Temporary assignments that continue for more than ninety (90) days
11 will be evaluated by the City and the Union. The continuation of assignment will be by
12 mutual consent.

13 **Sec. 2:** In the event an employee is assigned to work in a vacant position
14 within a classification of a higher pay grade, the employee will receive the minimum of the
15 salary range or a two (2) pay step above the employee's current straight time rate, or the
16 minimum salary range of the position filled, whichever is higher. For the purpose of this
17 provision, a vacant position is one in which there is no incumbent assigned.

18 **Sec. 3:** A vacant position within a Civil Service classification that has been
19 staffed by assignment for ninety (90) days will be evaluated to determine if the position
20 should be filled on a permanent basis. In no circumstance shall the vacant position revert
21 back to the assignment pay status unless by mutual agreement between the City and the
22 Union.

23 **Sec. 4:** Provided, however, that this Article shall not apply to time periods of
24 less than four (4) hours.

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2 **ARTICLE 12 - LEADWORKER PAY**
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4 **Sec. 1:** Employees given assignments by the Department or Division Head
5 as leadworkers in responsible charge of a crew or work unit, consisting of at least two (2)
6 employees other than the designated leadworker, will receive additional compensation in
7 the amount of two (2) pay steps above their base hourly rate.

8 **Sec. 2:** Responsible charge shall be defined as having temporary
9 supervisory powers and operating within the Chain of Command between the crew or
10 work unit supervised and the immediate-supervisor of the Employee. Employees whose
11 duties and responsibilities normally include supervision, will not be covered by this
12 section.

13 **Sec. 3:** There shall be an equal opportunity to be assigned to leadworker
14 status.

15 **Sec. 4:** In no case shall the leadworker appointment continue for more than
16 ninety (90) days where a Civil Service Classification does not exist.

17 **Sec. 5:** Irrespective of the above, a classification for leadworker will be
18 established where appropriate. The classification will be implemented no later than May
19 15, 1994. However, if the aforementioned implementation date is not met, the parties will
20 mutually agree upon an alternate date.

ARTICLE 13 - CERTIFICATION PAY

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Sec. 1: Water and Wastewater Plant Operators will continue to receive a two (2) pay step differential above their base rate of pay upon attainment of their certification (Class C license).

Sec. 2: Any certified Water or Wastewater Plant Operator who attains a Class B license will receive an added one step (2 1/2%) differential over the Class C entitlement.

Sec. 3: Any certified Water or Wastewater Plant Operator who attains a Class A license will receive an added one step (2 1/2%) differential over the Class B entitlement (for a total two (2) steps over the Class C entitlement).

Sec. 4: If a CDL (Commercial Driver's License) is required, the City will reimburse the individual for the required license fees for the initial testing and renewals. For the purpose of testing/practicing a City vehicle will be provided upon approval of the Department Head.

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2 **ARTICLE 14 - WORK SCHEDULING AND OVERTIME**
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4 **Sec. 1:** The current normal work week for all full-time employees shall
5 consist of forty (40) hours per week. Under no circumstances will benefits/rights
6 associated to full-time employees be reduced or modified if the work week is altered. The
7 normal work week for all full-time employees shall consist of forty (40) hours per week,
8 beginning with the employee's first regular shift. The normal work day shall consist of
9 eight (8) or ten (10) consecutive hours of work in the twenty-four (24) hour period. The
10 employer shall provide to the Union a list of all bargaining unit employees who currently
11 work a ten (10) hour day. The current task basis system in the Sanitation Division shall
12 continue.

13 **Sec. 2:** The employer reserves the right to designate a change in the work
14 schedule, weeks, days, hours and shifts of its employees; however, no individual
15 employee shall have his/her work schedule or day off schedule changed for the purpose
16 of avoiding the payment of overtime, nor shall any changes in work schedule be made in
17 an arbitrary or capricious manner. In any event, notice of not less than ten (10) working
18 days shall be given to the affected employees and an authorized representative(s) of the
19 Union. Upon the request of the employee or the Union, the employer agrees to meet and
20 confer with the above referenced Union Official(s) and/or the employee. Should the City
21 not comply with the notice requirements, and if appropriate, the above referenced
22 meeting, the employee schedule will not be changed. Further, scheduling changes will
23 not be used for disciplinary purposes.

24 **Sec. 3:** Work schedules and regular days off can be changed to provide
25 manning for any unforeseen emergencies. The parties mentioned above will be notified
26 as soon as practicable.

27 **Sec. 4:** The employer and the Union recognize that certain type of activities
28 operating on a continuous basis require different treatment as to hours worked, and agree
29 that in those instances, an eight (8) consecutive hour shift, including lunch period, and
30 breaks per Article 19, may be allowed. In the Public Works Department, personnel

1 assigned to beach maintenance will be permitted to operate in a flexible but not split shift
2 work schedule. In the Recreation Division, program supervisors and staff will be permitted
3 to operate in a flexible but not split shift work schedule; personnel assigned to ballfield
4 maintenance will be permitted to operate in a flexible but not split shift work schedule for
5 such events that occur sporadically. Employees assigned to the Police Department who
6 are ordered to extended standby by the Court Liaison Officer, will receive one (1) hour of
7 compensatory time at straight time, for such inconvenience. This section shall not apply if
8 the employee is called into court during this period and callback pay is provided as in
9 (Sec. 5).

10 Sec. 5: An employee who is called into work outside his normal work
11 schedule will be guaranteed a minimum of three (3) hours pay at the time and one-half
12 rate regardless of the number of hours worked during the work week. This does not apply
13 in the case of scheduled overtime, or if the call-out occurs within one (1) hour of the start
14 of the employee's normal work schedule.

15 Sec. 6: Opportunities to work overtime will be distributed as equally as
16 practicable among employees in the same job classification in the same work section and
17 area starting with the most senior employee, provided the employees are qualified to
18 perform the overtime work required. Overtime and compensatory time opportunities will
19 be recorded and maintained. These records will be available for review by the Union and
20 employees. If an employee establishes that he/she has not received his/her fair share of
21 overtime opportunities, such employee shall have first preference to future overtime work.

22 Sec. 7: Scheduling for overtime and holiday work in the Water Treatment
23 Plant shall be assigned from a rotation list composed of qualified operators grouped by
24 classification, provided a certified operator is on duty at all times, assigned to the Main
25 Control Room. Qualified, certified supervisory personnel may be called upon, at the
26 discretion of Management, for appointment to overtime or holiday work based upon the
27 unavailability of employees with the Operator classification.

28 Sec. 8: By mutual agreement between the employer, the Union and the
29 employee involved, compensatory time at the appropriate rate may be granted in lieu of
30 premium overtime pay. Such compensatory time may be accumulated up to forty (40)

1 hours and is to be granted within the ninety (90) calendar day period succeeding the date
2 on which the overtime is worked. If a written request is received prior to or within forty-five
3 (45) days after the date on which the overtime is worked, the compensatory time off shall,
4 subject to management's responsibility to maintain efficient operations, be scheduled and
5 granted as requested by the employee. If the employer does not schedule the
6 compensatory time in accordance with the employee's request, or at some other time
7 mutually agreed to, prior to the completion of the ninety (90) calendar day period
8 succeeding the date on which the overtime is worked, the employee shall be
9 compensated at the appropriate rate of pay in lieu of paid time off.

10 Sec. 9: Time-and-one-half (1-1/2) the employee's regular rate of pay shall be
11 paid for all work performed in excess of forty (40) hours of work in any work week. Paid
12 holidays and paid vacation and compensatory leave shall be considered as work
13 performed for the purpose of counting forty (40) hours in any work week. Paid or unpaid
14 sick leave shall not count as work performed for the purposes of counting forty (40) hours
15 in any work week.

16 Sec. 10: In no instance shall standby be involuntarily assigned to regularly
17 scheduled days off.

18 Sec. 11: Upon appropriate authorization, should it be required that an
19 employee respond to a telephone conversation, in which substantive information is
20 exchanged, that relates to an employees specific skills and ability, the employee will be
21 compensated one (1) hour at straight time.

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2 **ARTICLE 15 - LABOR-MANAGEMENT COMMITTEE**

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4 **Sec. 1:** There shall be a Labor-Management Committee formed within each
5 major department as indicated, affected by this Agreement. Said Committee shall consist
6 of three (3) members designated by the Union and three (3) members designated by the
7 Department Director of each affected Department:

8 Police Department

9 Fire Department

10 Public Works Department

11 Public Utilities Department

12 Cultural Affairs and Recreational Services Department

13 There shall not be more than one (1) employee designated by the Union from any one (1)
14 division within each department.

15 **Sec. 2:** There shall be a Labor-Management Committee to collectively
16 represent the departments in City Hall. Said Committee shall consist of three (3)
17 members designated by the Union and three (3) members designated by the various
18 Department Directors of each affected Department; there shall not be more than one (1)
19 employee designated by the Union from any one (1) Department in City Hall.

20 **Sec. 3:** The Union membership of each committee shall consist of persons
21 from within the position classifications covered by this Agreement and the Management
22 shall consist of persons within the affected Department. Time off with pay, as required,
23 shall be granted to employees designated as Committee members for attendance at
24 Labor-Management Committee meetings.

25 **Sec. 4:** Each committee shall meet once every two (2) months or at other
26 times by mutual consent. Minutes will then be taken and kept of all meetings of each
27 committee. Meetings will be conducted during normal operating hours of the Department.
28 If the course of the meeting should extend beyond the Union designated employee's

1 normal working hours, that employee shall not be entitled to any additional compensation
2 beyond his/her normal day's wage.

3 **Sec. 5:** The purpose of each Labor-Management Committee shall be limited
4 to discussion of general departmental internal problems and to assist in the dissemination
5 of departmental communications to its employees. The Committee shall not engage in
6 any labor negotiations, nor shall it be or become a vehicle for grievance handling,
7 processing or resolution.

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2 **ARTICLE 16 - VOLUNTARY DEMOTIONS/LATERAL TRANSFERS**
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4 **Sec. 1:** Any employee holding permanent status within the classified system
5 may voluntarily request a lateral transfer or a demotion to a lower paid position without
6 having to take the usual examination for appointment to the lower paid position or lateral
7 position.

8 **Sec. 2:** Prerequisites for such voluntary demotion/lateral transfer:

9 (a) the employee must submit the request in writing to the Office of Human
10 Resources and must state the title of the lower/lateral position requested, the reason(s) for
11 the request, an acknowledgment that they understand that the demotion will involve a
12 reduction in pay unless otherwise stipulated and, once either is approved and effected, is
13 permanent and cannot be reversed except through the regular promotional procedures for
14 classified employees;

15 (b) the employee must meet the minimum requirements for the lower
16 paid/lateral position as set forth in the classified code book; determination as to whether
17 or not employee meets the minimum requirements will be made by the Human Resources
18 Director;

19 (c) there must be a budgeted vacancy in the lower/lateral position available; no
20 employee holding such lower/lateral position may be involuntarily bumped out of that
21 position for the purpose of providing room for the voluntarily demoting/laterally transferring
22 employee; however, such demotions or transfers shall supersede any existing eligibility
23 lists;

24 (d) the receiving Department Head may approve or disapprove acceptance of
25 the voluntarily demoting/laterally transferring employee;

26 (e) there will be no probationary period for the voluntarily demoting/laterally
27 transferring employee in the new lower paid/lateral position.

28 **Sec. 3:** The voluntarily demoting/laterally transferring employee will retain
29 such seniority and other benefits earned prior to the effective date of the
30 demotion/transfer.

1 **Sec. 4:** As indicated in Sec. 2(a) above, the voluntarily demoting employee
2 may not proceed to any higher paid position (including the classification from which
3 demoted) unless such employee has applied for and competed in the regular promotional
4 examination, and been certified as eligible for appointment (and promotion) in accordance
5 with the classified system's regular promotional appointment procedures.

6 **Sec. 5:** The provisions of Section 2(d) of this Article shall be grievable but
7 not arbitrable.

1
2 **ARTICLE 17 - PERFORMANCE REVIEW AND MERIT PAY INCREASES**

3
4 ***NOTE:** The following provisions will be effective on 10/01/97. Prior to this date, the*
5 *provisions of Article 17 as reflected in the AFSCME Agreement which expired on 9/30/96*
6 *shall remain in effect.*

7
8 **Sec. 1:** Persons employed by the City in a Civil Service position shall serve
9 a six (6) month probationary period ("Original Probationary Period") following their initial
10 appointment. Employees shall be reviewed on or before the end of the "Original
11 Probationary Period" to determine the suitability of a regular appointment. Following the
12 completion of the "Original Probationary Period", the employee will be rated according to
13 one of two categories:

14 **Unsatisfactory**

15 **Satisfactory**

16 Employees who are "Unsatisfactory" will be dismissed from employment.
17 Employees who are "Satisfactory" will receive a regular appointment to their position and
18 a two-step merit pay increase.

19 **Sec. 2:** Civil Service employees who receive a promotion to a new position,
20 shall, upon appointment, serve a six (6) month Promotional Probation Period and shall
21 receive two pay steps or the minimum rate of the classification, whichever is greater. On
22 or before the completion date of the Promotional Probation Period, the employee shall be
23 evaluated to determine if he/she is "Unsatisfactory" or "Satisfactory." "Unsatisfactory"
24 employees shall be returned to their previous position or classification, whichever is first
25 available. "Satisfactory" employees will continue on in their new position with a regular
26 appointment. There shall be no additional merit pay increases at this time. Those
27 employees who are successfully promoted must remain in their new position for a
28 minimum period of twelve (12) months before being eligible for another promotion._

1 Promotions to new positions shall not change the annual salary review date of the
2 employee.

3 Sec. 3: Twelve (12) months from the completion of the "Original Probation
4 Period," and annually thereafter, the full-time Civil Service employee shall be evaluated.
5 The employer shall perform the evaluations for all employees under this Section so that
6 merit pay increases, if any, can be awarded on a timely basis. Payment of all merit pay
7 increases shall be retroactive to the employee's established salary review date.
8 Employees who receive an "Unsatisfactory" evaluation shall receive no merit pay
9 increase. Employees who receive a "Satisfactory" evaluation shall receive a one-step
10 merit pay increase. Employees who receive an "Above Satisfactory" rating will receive a
11 two-step merit pay increase. In all cases, employees who achieve the maximum step of
12 their pay grade (Step M) will not be eligible for additional merit increases as provided in
13 this Section.

14 Sec. 4: All full time and part time employees are eligible to receive an
15 annual merit pay step increase, provided they have not reached the maximum of their
16 paygrade. Effective October 1, 1997 merit pay steps will be awarded on the following
17 basis or the equivalent agreed to as outlined in Section 7 of this Article:

18
19 Unsatisfactory = no increase
20 Satisfactory = one step
21 Above Satisfactory = two steps
22

23 Sec. 5: Employees who receive an "Unsatisfactory" evaluation shall be re-
24 evaluated within ninety (90) days of the evaluation. If the employee improves to a
25 "Satisfactory" rating, the employee will be eligible for a one-step merit increase if
26 applicable. Payment of the merit increase will be effective on the date the re-evaluation is
27 completed. This will not change the employee's established annual merit review date.
28 Employees who continue to be "Unsatisfactory" shall be counseled and provided a
29 detailed written explanation as to why the performance continues to be "Unsatisfactory."
30 The employee shall be given additional direction and guidance on how to improve. The

1 employer has the option to continue to evaluate the employee and to warn the employee
2 that repeated sub-standard performance is a violation of the City of Hollywood's Work
3 Rules.

4 Sec. 6: Employees who do not agree with their performance review may
5 appeal to the Department Head or Office Director and, if not resolved, to the Human
6 Resources Director, but may not make use of the grievance or arbitration procedure. If an
7 employee receives two consecutive performance reviews with which the employee
8 disagrees, the second such review shall be grievable and arbitrable at the employee's
9 option. The disposition of the grievance will be placed in the employee's personnel file.

10 Sec. 7: One annual performance review form shall be mutually agreed upon
11 by October 1, 1997 and used universally throughout the City. The City and the Union
12 agree to meet from time to time to discuss proposed changes that may be necessary to
13 amend the form, attached hereto.

14 Sec. 8: The parties recognize that a performance review system is an
15 orderly procedure that provides an employee appropriate performance feedback.
16 Therefore, a performance review may be conducted at any time during an employee's
17 employment. The system is not intended to be punitive oriented. Continued failure on the
18 part of the employee to take direction and guidance from a performance evaluation may or
19 may not lead to disciplinary action.

20 Sec. 9: If the employee's performance review is not completed by the
21 employee's annual review date it shall be assumed the employee's review was above
22 satisfactory.

23 Sec. 10: Regular part-time employees will be evaluated twelve (12) months
24 from the employee's initial hire date and then annually thereafter. Regular part-time
25 positions shall be defined in the Schedule of Pay Grades. Regular part-time employees
26 shall be evaluated using the same methodology as define in Section (3) and (4) above.

27 Sec. 11: An employee's probation shall be suspended for the period of a
28 Workers' Compensation injury. Upon returning to duty, the employee shall have thirty

- 1 (30) days or the period of remaining probation, whichever is greater, to establish job
- 2 performance toward regular appointment.

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ARTICLE 18 - PENSION AND PENSION PLAN

Sec. 1: Employees shall receive pension benefits according to the provisions of the Hollywood City Charter, Article X (10), a copy of which is attached hereto and incorporated into this Agreement in Appendix "D".

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ARTICLE 19: REST PERIODS

Sec. 1: Each employee shall be granted two (2) fifteen (15) minute rest periods with pay on a regular basis except at times of operational problems. The first rest period will be scheduled approximately mid-point in the first one-half of the employee's regular work shift and the second rest period will be scheduled approximately mid-point in the second one-half of the employee's regular work-shift.

Sec. 2: Employees working a ten (10) hour day shall receive two (2) twenty (20) minute breaks in lieu of the fifteen (15) minute breaks. The first rest period will be scheduled approximately mid-point in the first one-half of the employee's regular work shift and the second rest period will be scheduled approximately mid-point in the second one-half of the employee's regular work-shift.

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2 **ARTICLE 20 - SICK LEAVE**
3

4 **Sec. 1:** Employees shall accrue one (1) sick leave day for each month
5 worked. Sick leave shall be allowed to accrue without limit. Employees covered by this
6 contract and serving a probationary period of employment may use accrued sick leave in
7 the same manner as permanent employees.

8 **Sec. 2:** In order to qualify for sick leave pay, employees on shift work must
9 notify their supervisor of their illness as soon as practicable but not later than one-half
10 hour prior to the start of their scheduled shift; non-shift personnel within one-half (1/2)
11 hour after the shift starts, except in case of emergency, such notification shall be made
12 each day of absence by the employee or a responsible member of his/her house-hold.,
13 unless the employee is hospitalized, or under doctor's care.

14 **Sec. 3:** Alternative uses of sick leave, for reasons other than illness, are as
15 follows:

16 A. If an employee has accumulated four hundred (400) hours of sick leave as
17 of October 1st of any Fiscal Year, he or she shall have the option of converting the next
18 forty (40) hours of accrued sick leave days to vacation days. Requests to convert the next
19 forty (40) hours of sick leave to vacation leave must be made to the employee's Division
20 Head within the first work week following October 1st of each fiscal year. On September
21 30th, any unused, converted vacation leave shall revert back to sick leave.

22 B. Each fiscal year an employee shall have the option of converting a
23 maximum of three (3) days of accrued sick leave days to personal leave.

24 C. Sick Leave converted to Personal Leave shall be used for personal
25 business and must be used in no less than four (4) hour increments, unless otherwise
26 authorized by the employee's supervisor.

27 D. In order to qualify for Personal Leave pay, employees must notify their
28 supervisor as soon as practicable, but not less than fifteen (15) hours prior to the use of
29 the Personal Leave. Notification requirements shall be waived by the employee's

1 supervisor in the event of an emergency. The City may cancel the use of Personal Leave
2 due to an emergency declared by the City Manager.

3 Sec. 4: The options chosen by all covered employees in 1980 shall remain
4 in full force and effect, except as may be modified herein. Sick leave hours accrued and
5 unused as of October 1, 1994 shall be referred to as "Existing Hours". Employees who
6 separate from employment with the City prior to October 1, 1994 with less than five (5)
7 years of credited service shall receive no payment for "Existing Hours". Employees with
8 five (5) or more years of credited service, who separate from employment with the City for
9 any reason whatsoever, enter the "DROP" Plan, or Retire shall receive a payment equal
10 to the product of their final hourly rate of pay and "Existing Hours".

11 Sec. 5: On or after October 1, 1994, employees who terminate their employ-
12 ment with the City for any reason whatsoever, or enter the "DROP" Plan, shall, in addition
13 to any payment which may be due pursuant to Section 4 of this Article, receive a payment
14 equal to the product of unused sick leave accrued as of October 1, 1994 ("New Hours"),
15 the employee's rate of pay in effect on their date of separation, and a payment percentage
16 relating to the number of full years of credited service with the City. The table of
17 percentages and credited service shall be:

<u>Service</u>	<u>Accrued Sick Leave Payout</u>
18 Less than five (5) full years of credited service	20%
19	
20	
21 Five (5) or more full years of credited service, but	40%
22 less than ten (10) full years of credited service	
23	
24 Ten (10) or more full years of credited service	70%
25	

26 Sec. 6: "Existing Hours" may be used only after an employee has used all
27 "New Hours".

28 The purpose of paid Sick Leave is to provide protection against the loss of wages
29 by an employee for the necessary absence from duty on a scheduled work day due to
30 illness suffered by the employee or illness in the employee's immediate family that
31 necessitates the employee's absence from work. Attendance to an immediate family

1 member at a hospital while undergoing serious medical attention shall be included under
2 this provision. Sick Leave pay shall not be made for illness or injury incurred as a result of
3 outside employment, intentional self-inflicted wounds, or the continuous use of drugs or
4 alcoholic beverages (except for approved treatment) or injuries while committing a felony.
5 For the purpose of this section, immediate family shall include, spouse, children, step-
6 children, mother, father and dependent mother-in-law or father-in-law.

7 Department or Office Directors may require proof of illness from an employee in
8 cases of chronic and repeated illnesses.

9 Any employee who abuses sick pay benefits hereto set forth or whose reasons for
10 absence are falsified may be subject to disciplinary action. For purposes of this section,
11 abusing sick leave benefits shall be defined as having incurred more than six (6)
12 occurrences involving the use of Sick Leave during a Fiscal Year (October 1st to
13 September 30th). Discipline may not be invoked if an employee can justify the absence
14 with medical documentation. Medical documentation shall mean information provided by a
15 certified physician providing detailed evidence of the employee's inability to perform work
16 during the absences.

17 Sec. 8: Upon the death of an employee, any payments due pursuant to
18 Section 4 or Section 5 of this Article shall be paid to the employee's estate.

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2 **ARTICLE 21: VOTING TIME**

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4 **Sec. 1:** In order to allow the employees an opportunity to vote in National,
5 State, County or City elections and primaries held prior to those elections, employees
6 covered by this Agreement who make a request to their Division Head, or Supervisor in
7 charge of the Division, may be allowed one (1) hour off without loss of pay at the start or
8 end of their shift, provided such time off does not result in the City having to replace such
9 employee at overtime rates. The Division Head or Supervisor in charge of the Division
10 shall not unreasonably deny such requests, provided the conditions of this Section are
11 met.

12 **Sec. 2:** In order to be granted time off, an employee must sign a Voting
13 Roster five (5) working days before the election date, and present a valid voter's
14 registration card. The Division Head or Supervisor will post a list of personnel and the
15 time off granted at least two (2) working days before the election date.

16 **Sec. 3:** The City shall grant such requests, provided the requirements of
17 Sec. 2 are met, and further provided same will not substantially hinder the regular
18 operation of the division.
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2 **ARTICLE 22: CONTRACTING OR SUB-CONTRACTING**
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4 **Sec. 1:** If the City is considering contracting out or sub-contracting work,
5 which will eliminate bargaining unit positions, the City shall notify the Union no later than
6 one hundred twenty (120) days prior to making any final decision. The City shall provide
7 the Union with all financial data relating to the proposal being considered.

8 **Sec. 2:** The City shall impact bargain with the Union over the issues which
9 will directly affect any bargaining unit employee resulting from the proposed contract or
10 sub-contract. The Union shall have the opportunity to present alternative proposals to the
11 administration before the administration submits its recommendations to the City
12 Commission; thereafter, the Union shall have an additional opportunity to present its
13 alternative proposals to the City Commission prior to the City Commission making the final
14 decision on the matter.

15 **Sec. 3:** If the decision is then made to contract out or subcontract work, to a
16 private or other governmental entity, the City shall request that the entity employ the City's
17 displaced personnel for a period of eighteen (18) months at such wage and benefit levels
18 as the displaced employees received from the City on the effective date of the
19 subcontract. However, if the sub-contractor is unwilling to hire the displaced employees
20 with the conditions stated above, the City shall employ the displaced employees in
21 another capacity at no loss of wages or benefits to the displaced employees. For
22 purposes of this Article, a displaced employee is defined as any employee who loses
23 his/her position due to the effect of sub-contracting services otherwise provided by the
24 City. Any employees electing not to be employed by the sub-contractor shall have the
25 right to exercise all rights under this Agreement including, but not limited to, transfer, filling
26 vacancies, lay off and recall. Any reduction in force will be handled insofar as practicable
27 through attrition and/or transfer to other positions.

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2 **ARTICLE 23 - WORK UNIFORMS AND LAUNDRY**
3

4 **Sec. 1:** The Union and the City recognize the need for appropriate dress
5 and/or uniformity of apparel among its various employees who are covered by this
6 Agreement. To that extent, the Uniform Safety Committee is hereby created to review the
7 color, fabric and style of uniforms worn by bargaining unit employees for safety and
8 comfort. The Uniform Safety Committee, comprised of two (2) representatives appointed
9 by the Union and two (2) representatives appointed by the City, shall meet in May or as
10 needed each year to perform the above functions and shall make suggestions to the City
11 Manager as to change of uniform color, fabric and style in order to improve the comfort or
12 safety of those uniforms.

13 **Sec. 2:** The City agrees that it will issue work uniforms to those employees
14 who are required to wear uniforms; color, style and fabric of said uniforms shall be
15 determined by the City. Employees shall be required to wear and maintain uniforms
16 (where laundry service is not supplied). Employees terminating their employment shall be
17 required to return such uniforms prior to receiving their final pay checks. Wearing of City
18 supplied uniforms while engaged in non-City work or recreational activities is prohibited.

19 **Sec. 3:** The City recognizes that certain occupations would subject the
20 uniforms to soiling conditions that would require commercial laundry services. To that
21 extent, the City agrees to furnish full laundry service to only those classifications assigned
22 to certain divisions, as listed below:

- 23 (a) Public Works - Streets Maintenance
24 Maintenance Person
25 Foreman II
26 Equipment Operator
27 Laborer
28 Electrician

- 1 Street Light Electrician
- 2 (b) Public Works - Forestry/Landscaping
- 3 Irrigation Crew
- 4 Nursery Crew
- 5 Tree Crew
- 6 Beach Maintenance
- 7 Recreation Maintenance
- 8 Right-of-Way Crew - State licensed individual applying chemicals
- 9 and any subordinate personnel who apply the chemicals only;
- 10 standard issue uniforms without laundry service for balance of crew.
- 11 (c) Public Works - Property Maintenance
- 12 Refrigeration Mechanic
- 13 Plumber
- 14 (d) Public Works - Garages: Central, Police, Fire, Sanitation
- 15 Chief Mechanic
- 16 Automotive Mechanic
- 17 Sanitation Equipment Mechanic
- 18 Automotive Service Person
- 19 (e) Police Department
- 20 I.D. Technicians
- 21 Community Service Officers
- 22 (f) Public Utilities¹
- 23 Water Plant Personnel
- 24 Water Distribution Personnel
- 25 Sewer Collection Personnel
- 26 Sewer Plant Personnel

¹ excluding clerical and office persons

1 Underground Utilities

2 (g) Parks and Recreation Department Maintenance Personnel at
3 Orangebrook Golf Course including Auto Mechanic and Auto
4 Service Person.

5 Sec. 4:

6 (a) Civilian police personnel are issued uniforms and are required to
7 maintain and launder them; they do not receive laundry service except as indicated in
8 Sec. 3 above.

9 (b) Replacement of issue items will be furnished by the city to Civilian
10 Police and Fire personnel, on a turn-in, reissue basis, due to being worn-out or damaged,
11 up to the following maximums, each year:

Quantity		Item Description
<i>Inside Personnel</i>	<i>Outside Personnel</i>	
2 each	3 each	Short sleeve shirts
1 each	2 each	Trousers
	1 each	Baseball Type Cap

17 Any other uniform replacements will be determined on an individual-by-individual
18 basis.

19 (c) Community Service officers who are assigned to road patrol will be
20 furnished personal storage lockers:

21 (1) provided such lockers are available after all Police Officers
22 have been issued such storage lockers;

23 (2) assignment will be made based upon City-wide seniority.

24 Sec. 5: Asphalt crew employees in the Public Works Department shall
25 receive work shoes supplied by the City. Work shoes for asphalt crew employees shall
26 be replaced when worn out or damaged as shall be determined in the sole discretion of
27 the City.

ARTICLE 24 - LIFE AND HEALTH GROUP BENEFITS PLAN

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3 Sec. 1: The current levels of health insurance benefits shall remain in effect
4 without change unless otherwise mutually agreed to by the Parties. The employer shall
5 provide group health coverage for regular, full time employees, subject to the following
6 conditions:

7 (a) Active employees electing dependent coverage shall contribute \$10
8 on a bi-weekly basis toward the cost of dependent coverage. The employee contribution
9 to dependent coverage will continue through the term of this Agreement, unless otherwise
10 mutually agreed by the parties. All remaining costs for such dependent coverage shall be
11 paid by the employer.

12 Sec. 2: The City shall provide a dental insurance plan for its regular full-time
13 employees and such dependents meeting eligibility requirements thereof at a total cost
14 not to exceed \$19.00 per employee per month. Any premium requirements in excess of
15 \$19.00 per employee per month will be borne by the participating employee.

16 Sec. 3: Upon retirement, members shall have the option of continuing under
17 the City's health insurance plan under the same terms and conditions as if they were still
18 active employees, except that they shall pay for dependent coverage for eligible
19 dependents. The provisions of this section shall not apply to any employee who retired
20 for any reason prior to April 1, 1988.

21 Sec. 4: The City shall continue to provide a term life insurance policy in the
22 face amount of \$15,000.00 with double indemnity provision, for each employee; said term
23 shall be for the term of active employment of the employee and shall cease upon the
24 employee's separation of service for any reason. There shall be no optional dependent
25 life insurance coverage provided.

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2 **ARTICLE 25: SAFETY COMMITTEE, EQUIPMENT AND APPAREL**

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4 **Sec. 1:** The Employer and the Union recognize the importance of an
5 adequate Safety Program. The Union agrees to select a three (3) member Safety
6 Committee. The Employer agrees to assign the Safety Officer to meet on a regular
7 monthly basis with the Union Safety Committee to review the adequacy of the Safety
8 Program, and to submit a written report of such meetings to the City Manager or his
9 designee.

10 **Sec. 2:** The Employer agrees to institute safety inspection programs on a
11 semi-annual basis on all aerial vehicles. These inspections are to be made by qualified
12 personnel. At least one inspection per year shall be performed by a certified agency. If
13 any safety equipment or apparel is required by the City in any work area, such equipment
14 or apparel shall be furnished by the City at no cost to the Employees. Failure of
15 Employees to wear said furnished apparel or to use said furnished equipment, or failure of
16 an employee to perform their job in a reasonably safe manner, may result in disciplinary
17 action.

18 **Sec. 3:** Employees who are required to wear eye protection under OSHR
19 #12, effective 4/22/75 sub (3) Policy Procedure, sub (A) 1 through 10 and wear
20 prescription glasses will be reimbursed the cost differences not to exceed \$25.00 per
21 year, between regular prescription glasses and industrial safety glasses. Prior to
22 utilization, employees shall make a request in writing and receive written approval from
23 their Department or Division Head. Proof of purchase and payment shall be submitted
24 through channels.

25 **Sec. 4:** In the event said glasses are broken during the course of
26 employment, as a result of being struck by an object as outlined in 3 referenced above,
27 the City shall pay the full reasonable replacement cost unless employee's carelessness
28 caused the loss.

29 **Sec. 5:** Sanitation Collectors shall receive two (2) pair each year of the hard-
30 soled work shoes as required by the City at no cost to the employees; Sanitation Drivers
31 shall continue to receive one (1) pair each year of these shoes.

1 Sec. 6: If an employee believes he is being required to work under unsafe
2 conditions, he shall notify in writing his immediate supervisor who will investigate the
3 condition within one working day and take corrective action, if warranted. The supervisor
4 will respond in writing to the employee within two (2) working days. No employee shall be
5 disciplined for refusing to work under unsafe conditions.

6 Sec. 7: The City shall provide waterproof sun-screen lotions with an SPF of
7 25 or greater to all outdoor City employees. The City will provide an allowance of twenty
8 five dollars (\$25.00) annually to full-time Marine Safety Officers and Lieutenants for the
9 acquisition of sunglasses. The City will also provide a changing facility for Beach Safety
10 personnel and protective covers/awnings for the lifeguard chairs.

11 Sec. 8: The City will establish and implement a City-wide lightning policy
12 based upon the advice of an outside lightning expert selected after consultation with the
13 union.

14 Sec. 9: The City shall provide Gatorade or a Gatorade type product to all
15 employees whose work is done primarily outdoors. This beverage shall be made
16 available anytime the temperature reaches or exceeds 85 degrees.

17 Sec. 10: The City will provide any or all of the following shots/vaccines to the
18 below listed personnel upon request of the employee:

- 19 Group 1:
20 Tetanus vaccine - every five years
21 Hepatitis-B vaccine series of three shots - every five years

22
23 Employees Covered:

- 24 Beach Safety Division:
25 Marine Safety Officers & Lieutenants
26 Lifeguards

- 27
28 Police Department:
29 I.D. Technician I
30 I.D. Technician II
31 I.D. Technician III
32 Community Service Officers

1 Code Enforcement Division
2 Code Enforcement Officer I
3 Code Enforcement Officer II
4

5 Group 2:

6 Tetanus vaccine - every five years
7 Diphtheria vaccine - every five years
8

9 Employees Covered:

10 Wastewater Treatment Plant:

11 Welder
12 Painter
13 Utility Laborer
14 Utility Maintenance Helper
15 Chief Utility Mechanic
16 Shift Operator Trainee
17 Shift Operator I and II
18 Shift Supervisor
19 Compliance Technician II
20 Regulatory Compliance Officer II
21 Mechanic II
22 Mechanic I
23 Lab Technician
24 Lab Technician II
25

26
27 Sanitation Division:

28
29 Packer Operator
30 Sanitation Refuse Collector
31

32 Sewer Collection Division:

33 Heavy Equipment Operator
34 Utility Locator/Inspector
35 Chief Utility Mechanic
36 Mechanic II
37 Mechanic I
38 Utility Serviceworker II
39 Utility Serviceworker I
40

41 Public Works:

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43 Plumber I and II

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Water Distribution Division:

- Heavy Equipment Operator**
- Utility Locator/Inspector**
- Chief Utility Mechanic**
- Utility Serviceworker II**
- Utility Serviceworker I**
- Meter Technician I and II**

ARTICLE 26 - WORK RULES

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3 Sec. 1: All rules and regulations in effect on the effective date of this
4 Agreement will remain in full force and effect for the duration of this Agreement unless
5 modified in accordance with the provisions of this article.

6 Sec. 2: The City will issue a copy of the Rules and Regulations to each new
7 employee, upon hire, who is subject to those Rules and Regulations. Each employee will
8 provide written acknowledgment of his/her receipt of the Rules and Regulations and will
9 be held accountable for compliance therewith.

10 Sec. 3: In the event that the City wants to institute a new work rule or modify
11 an existing work rule ("Proposed Rule"), the City may do so pursuant to the following
12 procedure:

13 a. The City shall provide a copy of the Proposed Rule to the Union.

14 b. The Union may request, within 10 working days of receipt, to
15 negotiate over the Proposed Rule if the Union claims that the Proposed Rule affects
16 wages, hours of work and other terms and conditions of employment or has the practical
17 consequence of violating this Agreement.

18 c. If no request for negotiation is made within 10 working days from the
19 time the Union receives the Proposed Rule, the Proposed Rule may be implemented by
20 the City.

21 d. If a request to negotiate is timely received with respect to a Proposed
22 Rule, the City and the Union shall meet in an attempt to mutually agree upon the
23 Proposed Rule.

24 e. If the parties agree on the Proposed Rule, the rule will be
25 implemented as agreed upon.

26 f. In the event that the City and the Union fail to agree on a Proposed
27 Rule, and providing the Proposed Rule meets the standards in paragraph b, the dispute
28 shall go to arbitration. The arbitration shall be expedited and the arbitrator shall be
29 requested and mutually agreed to, by both parties, to make a prompt award without a
30 written opinion. If the arbitrator finds that the Proposed Rule violates the specific written
31 terms of this Agreement or is unreasonable, then the Proposed Rule shall not be

1 implemented. The Proposed Rule shall not be implemented until after the arbitrator's
2 award is received and then only if the City prevails.

3 Sec. 4: There shall be a single set of Rules and Regulations applicable to all
4 employees of the City. This shall not prohibit any department from adopting written
5 operational procedures specific to the needs of that department. Written operational
6 procedures established by any Department shall be distributed to all employees in that
7 department. Each employee will provide written acknowledgment of his/her receipt of
8 such written operational procedures. Copies of departmental written operational
9 procedures shall be provided to the Union. In the event of a conflict between written
10 operational procedures and the single set of Rules and Regulations, the single set of
11 Rules and Regulations will control.

ARTICLE 27 - UNION BULLETIN BOARDS

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Sec. 1: The Employer will make available to the Union a minimum of twenty (20) 2' x 2' Bulletin Boards to be used for the posting of Union Notices and other Union information. The Union and Management will agree upon the location of said boards. However, such bulletin boards will not be placed in areas readily accessible to the general public.

Sec. 2: Notices will be posted only with the prior approval of the President of Local 2432.

ARTICLE 28 - LAY-OFF AND RECALL

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3 Sec. 1: Seniority lists shall be established for each class title affected by a
4 lay-off or abolishment of positions. All regular employees occupying positions in the
5 affected class title shall be placed on a seniority list. In the event it is necessary to
6 reduce the workforce, including abolishment of positions, employees shall be laid off in
7 inverse order of seniority, i.e., junior employees first.

8 Sec. 2: An employee who is laid off or whose job is abolished pursuant to
9 Sec. 1 shall, based on City-wide seniority, have the option of bumping either laterally or
10 downward to a class title for which the employee is reasonably qualified and/or has the
11 ability to be trained to perform the essential tasks of the job within ninety (90) days of
12 appointment. In the alternative, employees may, at the non-arbitrary discretion of the City
13 Manager, be placed into a higher paid class title if qualified. Qualification criteria shall be
14 based upon the approved position description.

15 Sec. 3: In the event of a lay-off, the City will make every effort to give as
16 much notice as possible. In no event will employees receive less than a three (3) week
17 notice of lay-off, or, in lieu of notice, three (3) weeks pay at the employee's regular rate of
18 pay in addition to all paid accrued leaves. The Union shall be furnished copies of all lay-
19 off notices three (3) days prior to notices being furnished to the affected employees.

20 Sec. 4: Employees laid off, demoted or transferred due to the exercise of
21 their bumping rights or due to being bumped or whose positions are abolished, shall be
22 placed on recall lists and recalled in order of seniority. Re-appointment shall be to any
23 vacancies which exist, first, in the class title from which the employee was laid-off; and
24 second, in any position for which the employee is reasonably qualified and possesses
25 City-wide seniority. Laid-off employees shall have the first right to recall for vacancies in
26 the class title from which they were laid-off.

27 Sec. 5: Any employee, whose name is listed on a recall list, who refuses
28 appointment to a position with a lower paygrade, will have up to four opportunities to be
29 rehired to a class title with a lower paygrade for a position for which the employee is
30 reasonably qualified. If there is more than one position available, the employee shall be
31 given the option of choosing the one equal to or closest to his/her former pay grade. If all

1 four opportunities are declined, the employee shall have no further right to recall to a class
2 title with a lower paygrade.

3 **Sec. 6:** Employees refusing re-employment in a class title with an equal or
4 higher paygrade shall have no further rights to recall for that class title.

5 **Sec. 7:** Employees refusing recall to their originally held class title and
6 paygrade lose all recall rights.

7 **Sec. 8:** The City will provide the Union with the entire City recall list, bi-
8 annually. The list will include dates of hire, dates of lay-off, classification(s) the laid off
9 employee previously held and the name of the Department, Division or Office in which the
10 employee worked on the date of the lay-off.

1 or his/her designee shall date and sign the grievance, with a copy to the Union.
2 Discussions will be held with the employee(s), together with the Union, within seven (7)
3 calendar days of the receipt of the grievance and be informal for the purpose of settling
4 differences in the simplest and most direct manner. The Division Head or his/her
5 designee shall reach a decision and communicate it in writing to the Union within seven
6 (7) calendar days from the date of the informal discussion, with a copy to the aggrieved
7 employee(s). Exception: Grievances involving suspension, demotion or termination will
8 be filed initially at Step 2.

9 Step 2: If the aggrieved employee(s) and/or the Union is not
10 satisfied with the decision rendered at the first step, the employee(s) and/or the Union
11 shall present the written grievance to the Department Head within seven (7) calendar
12 days from receipt of the decision rendered at the first step. The Department Head or
13 his/her designee shall acknowledge receipt of the grievance by stamping it with the date
14 and time, with a copy to the Union. The Department Head shall, within seven (7) calendar
15 days conduct a meeting between himself/herself, the aggrieved employee(s) and the
16 Union representative. The Department Head shall give the decision to the Union in
17 writing, with a copy to the aggrieved employee(s) not later than seven (7) calendar days
18 following the meeting date.

19 Step 3: If the aggrieved employee(s) and/or the Union is not
20 satisfied with the decision rendered at Step 2, the aggrieved employee(s) and/or the
21 Union may, within seven (7) calendar days from the written decision rendered at Step 2,
22 forward the written grievance to the office of the City Manager (stamped in with date and
23 time), with a copy to the Union. The City Manager or his/her designee shall meet with the
24 aggrieved employee(s) and his/her Union representative(s) within seven (7) calendar
25 days after receipt of the grievance. The City Manager or his/her designee shall furnish a
26 copy of his/her decision, in writing, to the Union, with a copy to the aggrieved employee(s)
27 within seven (7) calendar days after the meeting.

28 Step 4: If the aggrieved employee(s) and/or the Union is not
29 satisfied with the decision rendered at Step 3, the aggrieved employee(s) and/or the
30 Union may, within fourteen (14) calendar days from receipt of the City Manager's decision,
31 submit the grievance to arbitration, under the rules of the American Arbitration

1 Association. The award of the arbitrator shall be final and binding on the Union, the
2 employee(s) and the City.

3 Sec. 4: Rules for Grievances and Arbitration processing:

4 (a) The grievance shall be submitted on an Official Grievance form.
5 Attachments may be added, if needed.

6 (b) Time limits at any step in the grievance process may be extended only by
7 mutual written consent of the parties involved at that step.

8 (c) A grievance not advanced to the higher step within the time frames provided
9 shall be deemed permanently withdrawn as having been settled on the basis of the
10 decision most recently given. Failure on the part of the employer or his/her designee to
11 answer or meet within the time limits provided at Step 2 or 3 will cause the grievance to be
12 considered resolved in favor of the grievant or the Union and all parties will abide by the
13 "corrective action or actions requested" on the grievance form or attachments.

14 (d) Notice that a grievance shall be advanced to the next point in the process
15 shall be given by (a) hand delivery or (b) certified mail, return receipt requested or (c) in
16 the case of notice to the Union by date stamping and depositing in the Union mailbox in
17 the Human Resources Division. Hand deliveries will be documented by a date-stamped
18 photocopy or by a dated signature of the recipient. Grievances delivered via certified mail
19 shall be considered properly advanced as of their postmark, but shall not be considered to
20 have been received by the next party until the actual date of delivery or date of refusal of
21 delivery. Grievances deposited in the Union mailbox shall be considered properly
22 advanced when date stamped, but shall not be considered received until picked up by the
23 Union, as indicated by date stamp, with a copy to the City. The clock will start the day
24 after delivery or pick up.

25 (e) On-duty personnel called by Grievant or the Union as a witness shall
26 remain in pay status only during their normal duty hours while appearing at the hearing.
27 Such personnel shall respond to subpoena on as-needed basis to minimize waiting time
28 so as not to disrupt the operations of their department. Hearings shall be held in hearing
29 rooms provided by the City, in City facilities at no charge to the Union.

30 (f) The parties agree that in accordance with current practice, both the City and
31 the Union will have the option of electronically recording (through audio or video tape) all

1 steps of the grievance procedure as outlined in Section 3 above, including the arbitration
2 hearings.

3 (g) The arbitrator's bill shall be paid by the party that does not prevail.

4 (h) An employee who has rights under this grievance procedure shall have the
5 option of utilizing this grievance procedure or, if available to the employee, the Civil
6 Service Procedure, but not both.

7 (i) All grievances emanating from a Union member shall be submitted to the
8 Union Executive Board for approval before filing. The City shall furnish the Union with
9 copies of grievances filed by non-Union members as soon as practicable.

10 (j) Grievances shall be settled as expeditiously as possible.

11 (k) The parties understand that, failure to discuss and process grievances in
12 good faith is a violation of 447.501(1) and (f).

ARTICLE 30 - SPECIAL LEAVE

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3 Sec. 1: An employee who incurs a temporary medically disabling condition,
4 not attributable to work, may, upon written request, be granted an unpaid leave of
5 absence. The initial period of absence shall not exceed four (4) months. Upon further
6 written request, the Department Head may extend such leave up to an additional eight (8)
7 months. The total combined leave of absence shall not exceed twelve (12) months. Upon
8 return, the employee shall present a letter from his/her physician stating that the employee
9 is fit to return to full, unrestricted duty. In the case of a leave of absence of four (4)
10 months or less, the employee shall be entitled to return to the same position (work station,
11 department, section or unit) as previously occupied.

12 Sec. 2: The temporary disability of pregnancy shall be treated in the same
13 manner as any other temporary medical disability. The term "pregnancy" as used in this
14 article shall refer to the actual period of gestation together with such post-partum leave,
15 including time for lactating mothers, as the employee's treating physician shall determine.

16 Sec. 3: The length of time that the employee is on an approved disability
17 leave of absence may not be charged to any accrued paid leaves.

18 Sec. 4: During said leave, the employee shall not accrue vacation or sick
19 leave or be entitled to any other benefits of employment other than health and life
20 insurance as set forth in Article 24. Employee's sick and vacation leave balances earned
21 and unused at the start of the disability leave shall remain frozen, to be resumed upon the
22 employee's return to duty. Additionally, seniority will continue to accrue as if the
23 employee remained in full duty status.

24 Sec. 5: An employee who incurs such a temporary medically disabling
25 condition during a probationary period and is granted an unpaid leave of absence as
26 indicated above, shall have his/her probation suspended at that point. Upon the
27 employee's return to work, the probationary period shall be resumed so that the
28 appropriate total of six (6) months is spent in a probationary status.

29 Sec. 6: Upon the birth or adoption of a child, the male employee may
30 request and shall be granted an unpaid leave of absence for one (1) week (40 hours).
31 Employees shall have the right to use accrued vacation leave for this time off. This
32 section shall apply to a female employee only in the case of adoption.

1 **Sec. 7:** In the case of a leave of absence of more than four (4) months, the
2 employee shall be entitled to return to the same classification as existed prior to the leave
3 of absence without loss of seniority or other status. The City reserves the right to place
4 the employee at a different work station, different department, different section, or different
5 unit, than previously occupied.

ARTICLE 31 - SAVINGS CLAUSE

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Sec. 1: If any provisions of this Agreement, or the application of such provision, shall be rendered or declared invalid by any court of competent jurisdiction, the remaining parts or portions of this Agreement shall remain in full force and effect. The parties agree to meet at a reasonable time to renegotiate a replacement provision.

Sec. 2: If any provision of this Agreement, or the application of such provision is in conflict with existing mandatory Federal or State Laws, or mandatory provisions of the City Charter, such provisions shall be renegotiated and the appropriate mandatory provisions shall prevail.

Sec. 3: If any provision of this Agreement, or the application of such provision, is increased or modified by action of the State Legislature, the parties agree to immediately reopen negotiations on that provision and that both parties agree to negotiate in good faith to reach an expedient resolution. If after the issue is raised by either party and no agreement has been reached within sixty (60) days, both parties agree to commence impasse resolution proceedings.

ARTICLE 32 - HOLIDAYS

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Sec. 1: The following legal holidays will be observed:

- New Year's Day
- Martin Luther King Jr.'s Birthday
- George Washington's Birthday (President's Day)
- Memorial Day
- Fourth of July
- Labor Day
- Veteran's Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Eve
- Christmas Day
- New Year's Eve

Employee's Birthday: The birthday holiday shall be taken at the discretion of the Employee with the consent of the Employee's Supervisor, provided the Employee shall not receive the holiday more than one (1) week prior to the actual birthday. Upon ratification of this agreement, future birthday holidays must be used within 366 days.

Sec. 2: All employees whose work week is comprised of four ten (10) hour shifts, and who work on the Holiday, shall receive ten (10) hours of Holiday pay. Personnel working on a regular ten (10) hour work schedule, who are scheduled to work on a holiday, and are unable to work due to illness, will receive ten (10) hours pay for that date, none of which is chargeable to sick leave.

Sec. 3: Non-sworn Police Department employees and employees of Beach Safety and the Golf Course who have their holidays added to their vacation will continue this practice, and in addition, will receive two (2) floating holidays per calendar year. Said holidays must be requested ten (10) working days in advance of the date requested. In the event of manning and scheduling conflicts, Management reserves the right to deny the request for a particular day. In any event, subject personnel will receive two (2) floating holidays off each contract year.

1 **Sec. 4:** In accordance with standing procedure, an employee must be in pay
2 status on his workday immediately preceding and immediately following the holiday to be
3 eligible to be paid for the holiday.

4 **Sec. 5:** In the Sanitation Division, garbage collection employees will observe
5 the following holidays, as scheduled, as a day off:

6 **Martin Luther King Jr.'s Birthday**

7 **Christmas Day**

8 **Employee's Birthday**

9 These employees will work on all other holidays in accordance with current practice. In
10 the event Broward County closes the County landfill on any other holiday that is an
11 observed holiday of the City of Hollywood, then those scheduled holidays may also be
12 observed as a day off.

1 **ARTICLE 33 - OFFICIAL DUTY USE OF PERSONAL VEHICLE**

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3 **Sec. 1:** Whenever an employee covered by this Agreement is authorized by
4 his/her Department/Division Head to use his own vehicle in the performance of his official
5 City duties, the employee will be compensated at the rate authorized by State Statute
6 (F.S. 112.061).

7 **Sec. 2:** An employee shall not be required to use his/her own vehicle without
8 his/her consent in the performance of his/her official City duties.

9 **Sec. 3:** Whenever an employee receives written authorization from his/her
10 Department/Division Head to use his/her own vehicle in the performance of official City
11 duties, the employee's vehicle shall be protected by the City's motor vehicle insurance
12 plan.

13 **Sec. 4:** An employee who is requested to use his/her own vehicle to perform
14 official City business as authorized by his/her Department/Division Head shall be required
15 to complete an official car expense report as prepared by the City. Such report shall
16 include an accounting of all expenses for which reimbursement is requested.

ARTICLE 34 - BEREAVEMENT LEAVE

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3 Sec. 1: In the event of death in the immediate family, an Employee shall be
4 granted up to a maximum of three (3) working days leave with pay. Said leave is not to be
5 charged to accrued sick leave. The City reserves the right to request proof of death.
6 Immediate family is exclusively defined as current spouse, children, mother, father,
7 brother, sister, mother-in-law, father-in-law, grandparents, step-mother, and step-father.
8 Upon notice of the death, a three-day leave shall be granted. Consideration may be given
9 for bereavement leave for other relatives related by blood, where the relative at the time of
10 death had legal residence in the employee's household or for step-children who at any
11 time prior to their death were legal dependents of the employee.

12 Sec. 2: An employee eligible for bereavement leave pursuant to Section 1 of
13 this Article which resulted from a death which occurred, or a funeral which is being held,
14 outside of the State of Florida may apply to his/her department head for an additional two
15 (2) days of bereavement leave (total of five). If the employee is denied the additional two
16 days, he/she may appeal to the City Manager. The City Manager's decision in granting or
17 denying the additional two (2) days of bereavement leave shall be final and not subject to
18 arbitration.

ARTICLE 35 - JURY DUTY

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3 Sec. 1: Any employee lawfully summoned for Jury Duty shall present the
4 summons to his/her supervisor on the first work day following receipt of same. The
5 supervisor shall note the dates of reporting and shall schedule the employee for official
6 jury leave for the period concerned.

7 Sec. 2: Upon reporting to the Courts for said Jury Duty, the employee will
8 present a form to the Court Clerk for recording his attendance; the necessary form is to be
9 obtained by the supervisor for the employee from the Office of Human Resources in
10 advance of reporting. The Court Clerk will return the completed form to the Office of
11 Human Resources. The form will include tear-off receipts to show it has been received by
12 the Court.

13 Sec. 3: The employee shall be paid his/her regular day's wage for each day
14 served on Jury Duty, as for a normally scheduled work day. If the employee is excused in
15 advance by the Court, for any full day during the service period, he/she shall report for
16 his/her normal work day to perform his/her regular and usual duties. The employee shall
17 sign over to the City all fees received from the Court for his/her jury service less any
18 amounts paid as mileage or meal allowances. Payment of regular salary for Jury Duty
19 service shall not exceed fifteen (15) days in any twelve (12) month period; except that
20 upon review by the City Manager, this may be extended.

21 Sec. 4: The City reserves the right to request from the proper authorities that
22 the employee be excused from Jury Duty, when in the judgment of the City, his/her
23 services are necessary to the City.

24 Sec. 5: The provisions of this Article are not applicable to an employee who
25 without being summoned, volunteers for Jury Duty.

26 Sec. 6: The provisions of this Article shall apply when an employee who is
27 scheduled to work is subpoenaed as a witness for the City in the Federal, Circuit or
28 County Courts. In these circumstances, if an employee is off-duty, call-out rate shall
29 apply.

ARTICLE 36 - LONGEVITY COMPENSATION

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Sec. 1: Employees with ten (10) years and fifteen (15) years of continuous service with the City shall receive additional compensation. For employees with ten (10) years of continuous service, this shall be two (2) pay steps above the standard base pay as provided in the pay plan. For employees with fifteen (15) years of continuous service, this shall be an additional two (2) pay steps given for ten (10) years of service (as enumerated above) of the standard base pay as provided in the pay plan. Standard base pay shall be construed to be the (A) through (M) steps as indicated in the pay plan for a particular pay grade, without regard to actual compensation received by the member.

ARTICLE 37 - VACATIONS

All regular full time Employees shall accrue paid vacation following their employment anniversary date as set forth below:

Sec. 1: Employees who regularly work forty (40) hours per week shall accrue vacation leave as follows:

- (a) up to 7 completed yrs. 10 days
- (b) more than 7 but less than 10 completed years 13 days
- (c) more than 10 but less than 15 completed years 16 days
- (d) more than 15 but less than 20 completed years 18 days
- (e) more than 20 years and thereafter 21 days

Sec. 2: Whether Employees work a five (5) day, eight (8) hour per day work week, or a four (4) day, ten (10) hour per day work week, vacations will be based on forty (40) hours pay for each full vacation week.

Sec. 3: Vacations shall be chosen by City-wide seniority by job classification within a Division, unless a particular work group within a Division unanimously agrees to continue the existing vacation selection method. Holidays occurring within a vacation may be added to the vacation.

Sec. 4: Employees who utilize their vacation other than in one consecutive period may exercise their seniority for the first vacation period and shall not select the second vacation period until all other employees in their group have selected a primary vacation.

Sec. 5: Vacations shall be scheduled by the calendar year and Employees must select vacation periods by March 1, or sooner, each year. After completion of the first full year of service, vacation time accrued as of September 30 of each year is to be utilized during the following fifteen (15) months. Cash payments in lieu of unused vacation shall be made only on termination of employment or upon approval of the City Manager.

Sec. 6: Vacation pay shall be computed by using the Employee's regular straight time rate of pay as of the first day of vacation. Employees may request their vacation pay in advance of any scheduled vacation leave by submitting a written request to their Department Head four (4) weeks in advance of the day they want the vacation

- 1 pay. Advance vacation pay will only be distributed on regular pay days. Advance
- 2 vacation pay must be requested for entire pay periods.

ARTICLE 38 - DISCIPLINARY ACTION

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3 Sec. 1: It is agreed that the most effective means of maintaining discipline is
4 through the promotion of cooperation and sustained good working relationships. In those
5 cases where specific corrective action becomes necessary, the disciplinary measures
6 taken shall be for just cause and shall be progressive; however, in specific instances
7 where warranted, severe disciplinary measures up to and including termination may be
8 imposed without utilization of progressive procedures.

9 Sec. 2: (a) When an employee is called in by his/her supervisor for the
10 purpose of an oral counseling or warning, the employee shall not be entitled to have a
11 Union representative present.

12 (b) When an employee is called in by his/her supervisor or higher
13 authority to receive a written warning, reprimand, or other notice of discipline to be
14 administered, he/she shall be entitled, at his/her request, to have his/her area Shop
15 Steward present. In the event the area steward is not available (illness, day off, vacation),
16 and the supervisor determines not to wait for the area steward's return, the Chief Steward
17 shall substitute.

18 (c) When the employee called in pursuant to (b) above is the
19 Shop Steward himself/herself, and he/she requests Union representation, the Chief
20 Steward shall respond. If the employee is the Chief Steward or a Union Officer, Article 3
21 of this contract shall apply.

22 (d) When the Shop Steward (or Chief Steward) responds
23 pursuant to an employee's request ((b) or (c) above), the Steward shall only advise the
24 employee of his/her rights under the Contract; the Steward shall not interfere in the
25 conduct of the meeting nor shall he/she question or raise questions to the supervisor or
26 other higher management authority.

27 (e) While the parties understand and agree that a performance
28 evaluation is not a form of disciplinary action and is not grievable, except as provided for
29 in Article 17, Section 6, they realize that at times the employee will be counseled, warned
30 or reprimanded, in writing, to improve deficient job performance. To this end, the following
31 procedure will apply: When the supervisor calls the employee in to review a performance
32 evaluation that is less than satisfactory in whole or in part, he/she is to so advise the
33 employee who shall then be entitled upon request to have the Shop Steward present (or

1 the Chief Steward if it is the Shop Steward himself/herself); the Steward (or Chief
2 Steward) shall not interfere in the conduct of the meeting nor shall he/she question or
3 raise questions to the supervisor. Any employee whose discipline involves suspension,
4 demotion or termination shall be notified that they will be called in for a disciplinary
5 session not later than midday of the previous day so that the employee may arrange for
6 union representation if he/she so chooses.

7 Sec. 3: The City agrees to furnish the Union with a copy of any written
8 disciplinary action notice issued to any employee in the Bargaining Unit.

9 Sec. 4: Employees shall receive copies of Performance Reports,
10 Evaluations, Statements or Reprimands at the same time the documents are filed in the
11 Employee's personnel folder; the employee may only file a written response thereto
12 except as provided for in Article 17, Section 6.

13 Sec. 5: Discipline and/or counseling will be carried out in a manner which
14 does not embarrass or humiliate the employee.

15 Sec. 6: In disciplinary action appeals from discharge, suspension or
16 demotion, if the action is reversed and the Civil Service Board or an arbitration directs,
17 then, all reference to the allegations will be removed from the Employee's personnel file, if
18 permitted by Florida Public Records Law.

19 Sec. 7: If an employee does not repeat the offense leading to a written
20 reprimand, for a period of 12 months from the date of the written reprimand, all record of
21 that written reprimand shall be removed from the employee's personnel files. Unsustained
22 or unfounded citizens' complaints shall also be removed.

23 Sec. 8: Whenever the imposed discipline is in the form of a suspension
24 without pay, the employee may elect to forfeit accrued vacation, blood, compensatory or
25 holiday leave, if any, equal to the suspension, in lieu of the loss of pay; if the employee
26 elects this option, such election shall be conditioned upon full waiver of any and all rights
27 to appeal the suspension.

28 Sec. 9: Employee suspensions will not be served until at least fourteen (14)
29 calendar days after the final date of notification. If the employee chooses to appeal a
30 suspension through the grievance and arbitration procedure or through the civil service
31 procedure, the suspension will be held in abeyance until the appropriate appeal process
32 has been concluded.

1 ARTICLE 39 - FOOD AND SUPPLIES

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3 Sec. 1: Emergencies. In the event of a hurricane or other unusual
4 emergency condition as determined by the City Manager or his/her designee, the City will
5 provide food/sandwiches, beverages and necessary supplies to any member covered by
6 this Agreement who:

7 (a) is held over more than 3 hours beyond his/her regularly
8 scheduled shift without a break, and is not permitted to leave the work site to obtain food;
9 or

10 (b) is called back after having completed his/her normal work
11 day, with less than 3 hours intervening. Food provisions for utility personnel shall be
12 provided separately from food supplies for other employees.

13 Sec. 2: Holdovers. In other circumstances, employees working in the water,
14 water distribution, wastewater treatment plant, storm water, or sewer collection division
15 that are held over in an overtime capacity and not given the option to eat at home shall be
16 compensated as follows:

17 (a) an employee required to holdover 6 hours or more but less
18 than 8 hours shall receive \$6.00 for a meal and twenty (20) minutes on the clock for a
19 meal break;

20 (b) an employee required to holdover 8 hours or more shall
21 receive \$12.00 for meals and forty (40) minutes on the clock for meal breaks.

22 In all cases, one person will pick up food for all employees held over, except
23 that at the sole discretion of the Supervisor, others may be allowed to leave the plant site
24 for a specified period of time.

ARTICLE 40 - SERVICES TO THE UNION

Sec. 1:

The City agrees to furnish one copy each to the Union at no cost:

- City Commission Meeting Agendas
- City Commission Meeting Minutes
- Proposed and Final Budget
- Civil Service Board Agendas and Minutes
- Civil Service Examination Announcements
- Civil Service Certified Eligibility Lists
- Revisions to Job Classification Specifications
- Civil Service Rules and Regulations
- Employee Rules and Regulations (except Sworn Police Officers and Certified Fire Personnel).
- City-wide Administrative Orders and Personnel Policy Procedures Pertaining to the Bargaining Unit.
- Semi-annual list of all employees in the Bargaining Unit, including classification, date of hire, and departmental assignment; home address, zip code, and home telephone number will be provided in the months of April and October, each year.
- Bi-weekly list of employees hired into or separated from the Bargaining Unit.
- General Employees' Pension Board Agendas, Minutes and Quarterly Reports including annual Actuary Report upon acceptance by the Pension Board.
- Citizen's Budget Advisory Board Agendas and Minutes.
- Other board agendas and minutes that may pertain to the Bargaining Unit, as requested by the Union.

Sec. 2:

The Union President or authorized representative agrees to pick up the copies referred to in Sec. 1 above from the Human Resources Director upon notification of their availability.

Sec. 3:

The parties agree that the City will not have any liability if they inadvertently neglect to provide any of the above mentioned services to the Union.

1 **Sec. 4:** The City will provide 600 copies of the contract to the Union at no
2 charge.

3 **Sec. 5:** The Union shall continue to maintain a locked mailbox in the Human
4 Resources Division for all correspondence from the City to the Union. Notices shall be
5 date stamped by both the City and the Union.

6 **Sec. 6:** Upon execution of this Agreement, the City will forward to the Union
7 a 3-1/2" disk, containing the Agreement.

ARTICLE 41 - SERVICE POINTS - CIVIL SERVICE EXAMS

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3 Sec. 1: All employees of this bargaining unit shall receive one-half (1/2)
4 point per full year of City of Hollywood service credited on any Civil Service exam taken,
5 regardless if the exam is an "open competitive" or "closed competitive". These service
6 points will be added in addition to the test score of such exams, and the total of both shall
7 be the final score of employees. These City of Hollywood service points shall be separate
8 from any Veteran's points due to employees. In order to utilize service points, employees
9 must first obtain a passing grade.

10 Sec. 2: "Closed Competitive" exams will be given for those positions which
11 are described in Section 5 of this Article whenever a vacancy occurs in a listed position
12 and a valid eligibility list is not available. However, if after closing the application process
13 there are four (4) or fewer qualified applicants for the position, the City reserves the right
14 to hold an "open competitive" process to establish a new eligibility list.

15 Sec. 3: The exam process and content for all open and closed civil service
16 exams will be determined by the City, provided that changes to any exam content or
17 process are not arbitrary or capricious. In all instances where an oral panel will be utilized
18 for the exam process, the City will be guided by the limitations defined in Section 4 of this
19 Article.

20 Sec. 4: Oral examinations will normally be conducted by a board consisting
21 of three members; however, due to unexpected cancellations, two members are
22 acceptable. The oral board members will be chosen from a list of trained interviewers on
23 a rotating basis to the greatest extent possible. For each specific oral examination, no
24 person shall serve on the board who has supervised any of the candidates or who has a
25 familiar relationship, friendship, or business association with any of the candidates. No
26 person shall be allowed to continue on a specific board if he/she has been contacted by
27 the hiring Department/Office on behalf of or against any of the candidates.

28 Sec. 5: The following positions shall be tested as "closed competitive"
29 promotional opportunities. Additions and deletions to this list of positions may be made
30 upon mutual agreement between the City and the Union. The term "closed competitive"
31 shall mean that an employee may compete for a promotional opportunity if 1) he/she has
32 been employed by the City on a continuous basis in a full-time or part-time capacity for a

1 minimum period of one-year and; 2) he/she meets the minimum qualifications of the
2 advertised position.

3 **Administrative Secretary**

4 **Adult Program Supervisor**

5 **Assistant Community Development Coordinator**

6 **Assistant Housing Rehabilitation Specialist**

7 **Assistant Wastewater Collection Superintendent**

8 **Assistant Wastewater Plant Superintendent**

9 **Communications Shift Supervisor**

10 **Field Services Superintendent**

11 **Housing Program Manager**

12 **Secretary**

13 **Senior Accounting Clerk**

14 **Utility Shift Supervisor**

15 **Accounting Clerk**

16 **Assistant Beach Patrol Superintendent**

17 **Beach Maintenance Supervisor**

18 **Chief Auto Mechanic**

19 **Chief Building Inspector**

20 **Chief Clerk**

21 **Chief Electrical Inspector**

22 **Chief Permit Processor**

23 **Chief Plumbing Inspector**

24 **Chief Storekeeper**

25 **Communications Clerk**

26 **Computer Operator II**

27 **Computer Programmer II**

28 **Corrections Supervisor**

29 **Electrician II**

30 **Engineering Inspector**

31 **Head Cashier**

32 **I.D. Technician I**

33 **I.D. Technician II**

- 1 I.D. Technician III
- 2 Laboratory Technician II
- 3 Lead Code Enforcement Officer
- 4 Marine Safety Lieutenant
- 5 Meter Repair Technician II
- 6 Microcomputer Analyst II
- 7 Parking Meter Checker Supervisor
- 8 Parking Meter Technician Supervisor
- 9 Permit Processor II
- 10 Plant Operator II
- 11 Printing Supervisor
- 12 Public Works Supervisor
- 13 Refuse Collection Section Supervisor
- 14 Senior Buyer
- 15 Senior CADD Operator
- 16 Stormwater Technician
- 17 Utility Locator Inspector
- 18 Chief Utility Mechanic
- 19 Collection Truck Operator
- 20 Golf Course Maintenance Supervisor
- 21 Heavy Equipment Operator
- 22 Maintenance Technician
- 23 Packer Operator
- 24 Police Storekeeper
- 25 Treatment Plant Mechanic II
- 26 Utility Serviceworker II
- 27 Utility Serviceworker III

ARTICLE 42 - SENIORITY

Sec. 1: DEFINITION

(a) Seniority as used herein is defined as the right accruing to employees through length of continuous service which entitles them to certain considerations and preferences as provided for in this Agreement. Seniority shall mean the length of continuous service an employee has with the City beginning with the date of hire.

(b) Probationary employees shall have no seniority- rights. However, upon completion of an employee's probation, he/she shall be given seniority credit from his/her date of hire.

(c) An employee's continuous service record shall be broken by voluntary resignation, lay-off, discharge for just cause and retirement. If an employee returns to work for the City in any capacity within five (5) years of date of leaving, his/her seniority date will be adjusted by the length of absence.

(d) Employees on approved leaves of absence shall not be considered to have had a break in service.

(e) There shall be no deduction from continuous service for any time lost which does not constitute a break in continuous service.

Sec. 2: USE OF SENIORITY

(a) Seniority will be used as provided in Article 14, Work Scheduling and Overtime, Article 28, Lay-Off and Recall, and Article 37, Vacations.

(b) The following priority factors will apply when making routine permanent shift assignments and work schedules within a job classification, unless a particular work group within a division unanimously agrees to continue the existing practice:

1. Efficient operation of the Department.
2. Ability to perform the assignment.
3. Seniority
4. When factors "2 and "3" are relatively equal, seniority shall govern.

1 (c) Should a senior employee be excluded from a work schedule/shift
2 assignment because of #1 or #2 of the above, the employee will be informed, if requested,
3 in writing of the specific requirements.

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ARTICLE 43 - JOB TRANSFERS

MOVED TO ARTICLE 16

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ARTICLE 44 - PREVAILING RIGHTS/BENEFITS

Sec. 1: All prevailing rights/benefits of employment specifically included or specifically referred to in this Agreement, in addition to and including those stated or referred to in Sec. 2 and Sec. 3 below, shall be maintained in full force and effect for the duration of this Agreement.

Sec. 2: If a recognized prevailing past practice is challenged by the City or the Union, the City and the Union agree to hold an informal hearing mediated by F.M.C.S. to determine if the matter in question is indeed a past practice.

If it is determined that a past practice exists, the City and the Union will negotiate a Letter of Understanding to become part of the labor contract. If the parties do not agree, they will take the matter to instant arbitration with a binding decision.

Sec. 3: The City will maintain its existing policy with respect to:

- (a) Shower time for Water and Wastewater-Treatment personnel;
- (b) Compensatory time for blood donation; 4 hours;
- (c) Permanent, non-rotating shifts by assignment
 - (1) utilities plant personnel
 - (2) police civilian personnel, excluding I.D. technicians and Community Service Officers.
- (d) Donation of sick leave, vacation leave, or compensatory time to disabled employees. (Otherwise known as the Sick Leave Pool), attached hereto.

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2 **ARTICLE 45 - WORKER'S COMPENSATION/SUPPLEMENTAL**
3 **COMPENSATION**
4

5 **Sec. 1:** An employee who becomes eligible for Workers' Compensation
6 benefits due to a job-related injury or illness shall receive from the City for the length of
7 time he remains injured the identical wages and benefits which he would have received
8 had he not been injured and had he continued to work his regularly assigned City
9 assignments. The full wages and benefits to which the injured employee is entitled shall
10 be comprised of the employee's workers' compensation benefit plus supplemental
11 compensation to be paid by the City, the amount of supplemental compensation being the
12 difference between the employee's gross wages and benefits and his workers'
13 compensation benefit.

14 **Sec. 2:** An injured employee receiving Workers' Compensation benefits shall
15 be evaluated by physicians chosen by the City. In determining the employee's fitness for
16 duty, the City's physician(s) shall base his determination upon the tasks and duties
17 performed by the employee as set forth in the employee's Position Description, which
18 shall be provided to the physician. In the event that the City Manager, based on the City
19 physician's evaluation, determines that an employee is physically capable of returning to
20 work and performing his regular duties, the employee shall return to work on his next
21 regularly scheduled work day. If the employee disagrees with the City Manager's
22 determination returning him to work, the employee may appeal that determination utilizing
23 the State of Florida Workers' Compensation Statute. There shall be no appeal of this
24 determination utilizing the grievance procedure set forth in this Agreement. If it is
25 determined under the Workers' Compensation Statute that the employee was improperly
26 ordered to return to work by the City Manager, the employee, in addition to his benefits
27 under Workers' Compensation, shall receive from the City retroactive from the date that
28 the City ceased payment to the present all Supplemental Benefits as set forth in this
29 Article to which the employee would have been entitled had the City not improperly
30 ceased payment.

31 **Sec. 3:** In the event that the City Manager, based on the City physician's
32 evaluation, determines that an employee injured on the job has reached his Maximum
33 Medical Improvement (MMI) and is no longer capable of performing his regularly assigned

1 tasks and duties as set forth in his Position Description, the employee, if he concurs with
2 said determination, shall apply for a disability pension as set forth in Article 18 within ten
3 (10) working days from his receipt of the determination by certified mail from the City. If
4 the employee fails to comply with the application requirement within the specified ten (10)
5 day period, the City has the option of discontinuing the supplemental pay and benefits
6 until the employee submits his disability retirement application. Once the employee
7 complies with the application requirement, the City shall resume the payment of full pay
8 and benefits to the employee until a decision is made by the Pension Board pursuant to
9 Article 18 of this Agreement.

10 Sec. 4: In the event that the City Manager, based on the City physician's
11 evaluation, determines that an employee injured on the job has reached his Maximum
12 Medical Improvement (MMI) and is no longer capable of performing his regularly assigned
13 tasks and duties as set forth in his Position Description, the employee, if he disagrees with
14 said determination and seeks to return to his former City position, shall have the right to
15 obtain and submit to the City opinions/determinations from private Physicians that the
16 employee can perform his regularly assigned tasks and duties as set forth in his Position
17 Description. In the event of disagreement of physicians, the parties shall each submit the
18 name of one physician who specializes in the field of medicine involved with the two
19 submitted physicians mutually selecting a third physician who shall examine the grievant
20 and determine if the employee is capable of performing his regularly assigned tasks as
21 set forth on his Position Description. The third physician's determination shall be final and
22 binding on all parties.

23 Sec. 5: For purposes of this Article, notifications to the Employee shall be
24 performed exclusively by Certified Mail Return Receipt signed only by the Employee.

25 Sec. 6: Nothing in this Article is intended to deprive and/or shall deprive an
26 employee of any rights and/or benefits to which he is entitled under the provisions of this
27 Agreement, any applicable Local Ordinances, or State or Federal Statutes.

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3 **ARTICLE 46 - CLASSIFICATION EVALUATION AND REVISION**
4

5 **Sec. 1:** It is the sole responsibility of the City to determine the job
6 content, qualification requirements, duties, and the relative significance to the City's
7 operation of each job within the bargaining unit. Whenever there is a proposed change to
8 a position title, classification, or position description concerning the content, qualifications,
9 and/or duties of a position within the bargaining unit, the City will bargain with the Union
10 over the proposed change at least twenty (20) calendar days prior to implementation of
11 the change. The terms "job description", "class specification", and other similar phrases
12 are all synonymous with the term "position description". Copies of any changes will be
13 furnished to the Union during this review period. Should the City fail to notify and, if
14 requested, bargain the proposed changes with the Union, such changes will not be
15 implemented.

16 **Sec. 2:** A request to study an individual position may be initiated by an
17 employee, if the employee believes that his/her position has changed so substantially as
18 to warrant a change from his/her existing classification, title, and/or position description to
19 another existing classification, title and/or position description. Change request(s) shall
20 first be submitted to the employee's Department or Office Director for review and comment
21 and then forwarded to the Office of Human Resources and Labor Relations for internal
22 study and review. Each request shall contain specific details in support of the request.
23 Any changes recommended by the City as a result of the provisions of this Section shall
24 be implemented according to Section 4 of this Article.

25 **Sec. 3:** A request for study of an individual position may be initiated by the
26 Department or Office Director if he/she believe that the position has changed so substan-
27 tially as to warrant an evaluation and revision of an employee's existing classification, title
28 and/or position description to another existing classification, title and/or position
29 description. Such request shall first be discussed with the concerned employee for
30 comment and then forwarded to the Office of Human Resources and Labor Relations for
31 internal study and review. Each request shall contain specific details in support of the
32 request. Any changes recommended by the City as a result of the provisions of this

1 Section shall be implemented according to Section 4 of this Article. This provision will
2 only be used to consider an upgrade in the requested classification.

3 Sec 4: For requests as outlined in Sections 2 or 3 of this Article, the Office
4 of Human Resources and Labor Relations shall report its findings and recommendations
5 to the City Manager within ninety (90) days of receipt of the request. Copies of the
6 findings and recommendations shall also be sent to the Department/Office Director and
7 the employee. If a proposed change is approved by the City Manager, the change, and
8 any pay adjustment, if applicable, will become effective at the beginning of the pay period
9 following the approval. Any approved change in classification, title, and/or position
10 description will not alter the performance review date for the employee.

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2 **ARTICLE 47 - SHIFT DIFFERENTIAL**
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4 **Sec. 1:** Employees assigned to shiftwork where the majority of their work
5 hours fall between 12 midnight to 8:00 A.M., shall receive an additional \$0.30 per hour.

6 **Sec. 2:** Employees whose shift is scheduled from 4:00 A.M. to 12 noon shall
7 be given a shift differential of \$0.30 per hour only for hours worked between 4:00 A.M. to
8 8:00 A.M.

9 **Sec. 3:** Employees whose shift is scheduled from 12 noon to 8:00 P.M. shall
10 be given a shift differential of \$0.20 per hour only for hours worked between 4:00 P.M. and
11 8:00 P.M.

12 **Sec. 4:** Employees assigned to shiftwork where the majority of their work
13 hours fall between 4:00 P.M. and 12 midnight, shall receive an additional \$0.20 per hour.

14 **Sec. 5:** Employees whose shift is scheduled from 8:00 P.M. to 4:00 A.M.
15 shall be given an additional \$0.25 per hour.

16 **Sec. 6:** The provisions of this section shall not apply to any employee who is
17 called in to work non-shift overtime.

1
2 **ARTICLE 48 - DRUG FREE WORK PLACE**
3

4 **Sec. 1:** The City and the Union recognize the requirements of the U.S.
5 Department of Transportation's Drug and Alcohol Testing Program for Employee
6 Drivers of Commercial Motor Vehicles and, as such, the City and the Union support
7 the City's policy (as revised on January 1,1997) for testing those individuals who are
8 mandated to be tested by the Federal Law and under the guidelines of the City
9 Testing Program.

10 **Sec. 2:** The City and the Union continue to support the concept of a drug
11 and alcohol free work environment for all City employees and to this end, the City and
12 the Union agree that all employees must abide by the Employment Rules and
13 Regulations, sub-section, (P) "Chemical Intoxication", that are in effect as of January
14 1, 1997 attached hereto.

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2 **ARTICLE 49 - EDUCATIONAL REIMBURSEMENT PROGRAM**
3

4 **Sec. 1:** Employees will be eligible for City reimbursement for the costs of
5 books and tuition in the following manner:

6 (a) Employees desiring reimbursement must submit a written
7 request for approval from the City Manager.

8 (b) Reimbursement will be for core courses leading to college
9 degrees or post graduate degrees in which the City would obtain a benefit from the
10 employees knowledge. Elective courses shall not be reimbursed.

11 (c) Tuition reimbursement for completed courses will be as
12 follows:

13 For alphabetical grading, pass shall be "C" or higher -
14 reimbursement one hundred percent (100%) at State Tuition rates.

15 For pass/fail courses, pass = 100% reimbursement.

16 Fail = zero percent (0%) reimbursement

17 **Sec. 2:** Reimbursement as described in Section 1 shall be approved by the
18 City Manager unless the courses for which reimbursement is sought are not related to a
19 service/function provided by the employee's position.

1
2 **ARTICLE 50 - EMPLOYEE WELLNESS**
3

4 **Sec. 1:** Each employee shall have the option of undergoing an annual
5 medical examination, costs of which shall be borne by the City. It shall be conducted in
6 an off-duty status at contracted facilities as agreed by the city and the Union. Each
7 examination shall consist of the following components:
8

- 9 1) 12-Lead ECG, to be interpreted by a licensed cardiologist;
10 2) complete blood test;
11 3) hearing test
12 4) vision test;
13 5) lung volume test;
14 6) treadmill stress test, if recommended by the examining
15 physician or by the employees' personal physician;
16 7) screening tests for tuberculosis, meningitis, hepatitis, and
17 HIV, upon request by the employee;
18 8) chest x-ray, at the option of the employee;
19 9) mammogram, at the request of the employee; and
20 10) prostate examination, at the request of the employee.
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31 **Sec. 2:** The medical facility contract shall require that the employee be
32 notified in writing of any irregularities after the completion of the examination. If the
33 examining physician, after reviewing the test results, recommends that any portion of the
34 test be redone, the cost shall be borne by the City. Results of the complete medical
35 examination shall remain confidential solely between the employee and the
36 physician/health facility and shall be given only to the employee.

1
2 **ARTICLE 51 - DURATION OF AGREEMENT/EFFECTIVE DATES**
3

4 **Sec. 1:** This Agreement shall be effective upon the date of ratification by the
5 parties and shall remain in full force and effect until September 30, 1999.

6 **Sec. 2:** Specific provisions as to the effective dates, found in any various
7 Articles of this Agreement, shall not be affected by the provisions of Section 1, above. In
8 case of conflict, the specific Agreement provisions shall prevail.

9 **Sec. 3:** This Agreement shall automatically be renewed from year to year
10 thereafter unless either party shall have notified the other in writing by January 2nd of the
11 expiration year of this Agreement, that it desires to modify the Agreement, with negotia-
12 tions beginning thirty days thereafter, or such other date as is mutually agreed upon. The
13 terms and conditions of employment reflected in this Agreement shall remain in full force
14 and effect until replaced by either (1) a subsequently ratified replacement Agreement; or,
15 (2) actions resulting from the provisions of F.S. 447.403.

16 **Sec. 4:** The employer recognizes and states that it is entering into this
17 agreement in good faith and that the City Manager, as the Chief Administrative Officer for
18 the City, shall request adequate funding, through the City's annual budget process, to
19 fund the provisions of this collective bargaining agreement. The approval or disapproval
20 of the City Manager's funding request shall not be subject to the grievance and arbitration
21 procedure described in Article 29 but, rather shall be governed by F.S. 447.309.

EXECUTION OF AGREEMENT

THIS AGREEMENT, having been duly ratified by vote of the members of the Bargaining Unit covered hereunder, and the City Commission of the City of Hollywood, is hereby executed with the signature affixed hereto.

Dated this 10 day of May, 19 97.

WITNESSES:

Richard Templeton
R. J. [Signature]
Terry [Signature]
As to Local 2432

HOLLYWOOD, FLORIDA, CITY EMPLOYEES
LOCAL 2432, AMERICAN FEDERATION OF
STATE, COUNTY AND MUNICIPAL
EMPLOYEES (AFL-CIO)

By: Ralph Dierks
President
Date: 5/06/97

CITY OF HOLLYWOOD, a municipal
corporation of the State of Florida

Angele Stanley
Motel Cardoso
Susan Phillips
As to the City
[Signature]
As to the City

By: Maria Teuhanti
Mayor
Attest: [Signature]
City Clerk
Approved: [Signature]
City Manager
Approved: [Signature]
Finance Director

EMPLOYEE ORGANIZATION AGREEMENT between THE CITY OF HOLLYWOOD and
AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES
LOCAL 2432 - October 1, 1996 through September 30, 1999.

APPROVED AS TO FORM AND LEGALITY
for the use and reliance of the City of
Hollywood, only.

[Signature] a7
CITY ATTORNEY

EXECUTION OF AGREEMENT

THIS AGREEMENT, having been duly ratified by vote of the members of the Bargaining Unit covered hereunder, and the City Commission of the City of Hollywood, is hereby executed with the signature affixed hereto.

Dated this _____ day of _____, 19_____.

WITNESSES:

As to Local 2432

**HOLLYWOOD, FLORIDA, CITY EMPLOYEES
LOCAL 2432, AMERICAN FEDERATION OF
STATE, COUNTY AND MUNICIPAL
EMPLOYEES (AFL-CIO)**

By: _____
President

Date: _____

As to the City

**CITY OF HOLLYWOOD, a municipal
corporation of the State of Florida**

By: _____
Mayor

Attest: _____
City Clerk

As to the City

Approved: _____
City Manager

Approved: _____
Finance Director

**EMPLOYEE ORGANIZATION AGREEMENT between THE CITY OF HOLLYWOOD and
AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES
LOCAL 2432 - October 1, 1996 through September 30, 1999.**

**APPROVED AS TO FORM AND LEGALITY
for the use and reliance of the City of
Hollywood, only.**

CITY ATTORNEY

APPENDIX A

PERC CERTIFICATION - 1975

FLORIDA PUBLIC EMPLOYEE REPORTER

Decisions of the

Florida Public Employees Relations Commission and Courts

Nov. 21, 1975

Published by The Legal Intelligencer, 66 North Juniper Street
Philadelphia, Pa. 19107 (215) 561-4050

Gn-21

DAILY PROCEEDINGS

November 7 — November 21, 1975

- 8H-RC-756-2076, 8H-RC-756-2098. PERC sets aside election and orders a new election in a unit stipulated to by PALM BEACH COUNTY POLICE BENEVOLENT ASSOCIATION and CITY OF DELRAY BEACH.
- 8H-RC-754-1028. PERC orders the employer and employee organizations to share equally the cost of conducting an election involving CITRUS EDUCATION ASSOCIATION, and CITRUS TEACHERS' ASSOCIATION and the SCHOOL BOARD OF CITRUS COUNTY.
- 8H-753-0164. PERC permits the intervention of JACKSONVILLE PUBLIC EMPLOYEES, LOCAL 1048, AFSCME, AFL-CIO, in a representation proceeding involving JACKSONVILLE PORT AUTHORITY EMPLOYEES AND ASSOCIATION and JACKSONVILLE PORT AUTHORITY.
- 8H-RC-753-0125. PERC certifies FLORIDA COUNCIL OF PUBLIC EMPLOYEES as representative of a unit employed by CITY OF GAINESVILLE.
- 8H-RC-743-0006. PERC grants motion to intervene filed by WEST PALM BEACH CITY EMPLOYEES BENEVOLENT ASSOCIATION, INC., in a representation proceeding involving INTERNATIONAL BROTHERHOOD OF FIREMEN AND OILERS, LOCAL 5, and CITY OF WEST PALM BEACH.
- 8H-RC-754-3051. PERC grants a petition for rehearing filed by PROFESSIONAL EMPLOYEES ASSOCIATION OF DUVAL COUNTY for a proceeding involving DUVAL COUNTY SCHOOL BOARD.
- 8H-RA-753-0157. PERC certifies HOLLYWOOD MUNICIPAL EMPLOYEES, LOCAL 2432, AFSCME, AFL-CIO, as representative of all full-time and regularly scheduled part-time employees including police aide-dispatcher, deputy court clerk, clerk II, clerk III, chief clerk, clerk typist, secretar administrative secretary, switchboard operator, printer, key punch operator, coder, computer operator, computer programmer, stores clerk, buyer, accounting clerk, bookkeeping clerk, cashier, golf course ranger, golf starter, lifeguard I, aquatics supervisor, recreation trainee, recreation leader, center coordinator, fingerprint technician, identification technician I, identification technician II, traffic engineering technician engineering assistant, civil engineer I, A/C mechanic inspector II, building inspector I, building inspector II, electrical inspector I, electrical inspector II, plumbing inspector I, plumbing inspector II, utilities serviceman I, utilities serviceman II, treatment plant operator-trainee, waste treatment plant operator, certified waste treatment plant operator, chief waste treatment plant operator, water plant operator, certified water plant operator, chief water plant operator, treatment plant mechanic I, treatment plant mechanic II, utilities service representative, laborer groundskeeper, equipment operator, heavy equipment operator, automotive serviceman, automotive mechanic, communications technician II, communications technician I, carpenter, electrician, maintenance, painter, plumber, sign painter, water meter repairman I, water meter repairman II, refrigeration mechanic, assistant dockmaster, parking meter checker, recreation aide, program supervisor, traffic signal foreman foreman II, foreman I, nursery foreman, refuse collection foreman, chief mechanic, communications foreman, electrician foreman, painting foreman, refuse collector, packer operator employed by CITY OF HOLLYWOOD.

APPENDIX B

SALARY SCHEDULE AND SCHEDULE OF PAYGRADES

CLASSIFICATION / OLD PAYGRADE / NEW PAYGRADE

CLASS CODE	CLASS TITLE	OLD PAY GRADE	PAY GRADE
1208	Accounting Clerk	27	21
1001	Administrative Assistant	32	26
1058	Administrative Secretary	29	23
2042	Adult Program Supervisor	36	30
5250	Animal Control Officer	30	24
2034	Aquatics Director	36	30
2024	Assistant Beach Patrol Superintendent	41	35
1016	Assistant Community Development Coordinator	38	32
1025	Assistant Housing Rehabilitation Specialist	34	28
1013	Assistant Planner	38	32
1012	Associate Planner	43	37
5427	Automotive Equipment Operator	28	22
6204	Automotive Mechanic	32	26
6201	Automotive Service Helper	22	16
2015	Beach Attendant	15	9
2027	Beach Maintenance Supervisor	38	32
1204	Bookkeeping Clerk	19	13
1010	Budget Aide	32	26
6034	Building Compliance Inspector	44	38
5213	Building Inspector	44	38
5217	Building Plans Examiner	48	42
1128	Buyer	33	27
6220	Carpenter	33	27
6225	Carpenter Supervisor	38	32
1216	Cashier	18	12
2040	Center Coordinator	38	32
5219	Chief Building Inspector	52	46
5215	Chief Building Plans Examiner	50	44
1040	Chief Clerk	25	19
5225	Chief Electrical Inspector	50	44
6208	Chief Mechanic	38	32
5209	Chief Mechanical Inspector	50	44
1043	Chief Permit Processor	27	21
5234	Chief Plumbing Inspector	50	44
1124	Chief Storekeeper	38	32
5219	Chief Structural Inspector	50	44
5457	Chief Utility Mechanic	38	32
2018	Citizen Resource Officer	38	32
5036	Civil Engineer I	50	44
1032	Clerk II	15	9
1036	Clerk III	17	11
1048	Clerk Typist	15	9
5201	Code Enforcement Officer	36	30
6030	Collection Truck Operator	28	22
1130	Communications Clerk	23	17
6215	Communications Shift Supervisor	36	30
6218	Communications Supervisor	43	37
6216	Communications Technician	38	32
1017	Community Development Coordinator	45	39
3046	Community Service Officer	26	20
5211	Compliance Officer	44	38
5405	Compliance Technician II	39	33

CLASSIFICATION / OLD PAYGRADE / NEW PAYGRADE

CLASS CODE	CLASS TITLE	OLD PAY GRADE	PAY GRADE
1108	Computer Operator I	32	26
1109	Computer Operator II	38	32
1112	Computer Programmer I	38	32
1115	Computer Programmer II	44	38
1022	Contract Compliance Coordinator	32	26
6232	Control Systems Supervisor	44	38
3035	Corrections Supervisor	38	32
3049	Court Liaison Officer	36	30
3051	Crime Prevention Specialist	26	20
6009	Custodian	21	15
1102	Data Entry Clerk	22	16
3032	Detention Officer	33	27
2026	Dockmaster	32	26
5021	Drafter	34	28
5221	Electrical Inspector	44	38
6233	Electrical/Mechanical Supervisor	40	34
6228	Electrician I	33	27
6230	Electrician II	37	31
6232	Electrician Supervisor	38	32
6287	Electro Technician	38	32
5033	Engineering Inspector	44	38
6049	Environmental Compliance Coordinator	38	32
5402	Environmental Educational Specialist	43	37
6020	Equipment Operator	24	18
6237	Facility Maintenance Technician	25	19
5465	Field Services Superintendent	44	38
1211	Financial Systems Analyst	45	39
3036	Fingerprint Technician	27	21
6037	Geographic Information Coordinator	39	33
6033	Geographic Information Technician	36	30
2002	Golf Course Attendant	8	2
1011	Golf Course Maintenance Foreman	35	29
6212	Golf Course Mechanic	25	19
5023	Graphics Designer	40	34
6007	Greenskeeper	23	17
6008	Groundskeeper	21	15
1217	Head Cashier	23	17
6024	Heavy Equipment Operator	29	23
1016	Home Program Monitor	36	30
1027	Housing Counselor	37	31
5202	Housing Inspector	38	32
1020	Housing Loan Processor	34	28
1023	Housing Program Supervisor	50	44
1018	Housing Rehab. Specialist	36	30
3040	Identification Technician I	34	28
3044	Identification Technician II	38	32
3045	Identification Technician III	42	36
1101	Information Services Specialist	27	21
3033	Intelligence Analyst	32	26
1123	Inventory Control Specialist	40	34
1101	Key Punch Operator	20	14
5447	Lab Technician I	31	25

CLASSIFICATION / OLD PAYGRADE / NEW PAYGRADE

CLASS CODE	CLASS TITLE	OLD PAY GRADE		PAY GRADE
5446	Lab Technician II	35		29
6004	Laborer	16		10
6035	Landscaping Inspector	36		30
3037	Latent Fingerprint Examiner	38		32
5206	Lead Code Enforcement Officer	38		32
2016	Lifeguard	22		16
1080	Mail Courier	14		8
6236	Maintenance Technician	25		19
2020	Marina Attendant	22		16
2023	Marine Safety Lieutenant	38		32
2021	Marine Safety Officer	36		30
2025	Marine Safety Specialist	36		30
2017	Marina Security Guard	11		5
1019	Marketing Coordinator	46		40
5205	Mechanical Inspector	44		38
6280	Meter Repair Technician I	26		20
6284	Meter Repair Technician II	34		28
1113	Microcomputer Analyst I	38		32
1114	Microcomputer Analyst II	44		38
1030	Microcomputer Intern	32		26
1100	Network Analyst	50		44
6010	Nursery/Landscape Supervisor	36		30
5204	Occupational License Inspector	36		30
6028	Packer Operator	27		21
6244	Painter	29		23
2022	Park Ranger	8		2
2013	Parking Attendant	14		8
2011	Parking Garage Operations Supervisor	28		22
3012	Parking Meter Checker	20		14
3013	Parking Meter Checker Supervisor	24		18
6252	Parking Meter Technician	24		18
6258	Parking Meter Technician Supervisor	28		22
1215	Payroll Coordinator	38		32
1039	Permit/Violations Processor I	17		11
1050	Permit/Violations Processor II	21		15
3034	Photo Lab Technician	31		25
6033	Planning Technician	32		26
5429	Plant Operator I	32		26
5430	Plant Operator II	35		29
6260	Plumber	33		27
5229	Plumbing Inspector	44		38
3026	Police Aide	25		19
1037	Police Information Clerk	18		12
3022	Police Storekeeper	25		19
2010	Pool Supervisor	31		25
1082	Printer	23		17
1083	Printing Supervisor	35		29
5203	Property Standards Specialist	36		30
5025	Property Survey/Records Coordinator	36		30
5410	Process Control Systems Technician	44		38
1117	Public Information Specialist	38		32
6050	Public Works Education Coordinator	44		38

CLASSIFICATION / OLD PAYGRADE / NEW PAYGRADE

CLASS CODE	CLASS TITLE	OLD PAY GRADE	PAY GRADE
6036	Public Works Supervisor	36	30
3027	Rangemaster	32	26
1056	Records Processor	23	17
2028	Recreation Aide	8	2
2036	Recreation Leader	22	16
2032	Recreation Leader Trainee	12	6
6050	Recycling Coordinator	42	36
6288	Refrigeration Mechanic	33	27
6048	Refuse Collection Section Supervisor	38	32
6027	Refuse Collector	22	16
5403	Regulatory Compliance Officer	46	40
1213	Revenue Analyst	45	39
6205	Sanitation Equipment Mechanic	32	26
2014	School Crossing Guard	7	1
2012	School Crossing Guard Leader	9	3
1054	Secretary	21	15
3020	Security Aide	16	10
2013	Security Guard	11	5
2011	Security Guard Leader	14	8
1210	Senior Accounting Clerk	31	25
1129	Senior Buyer	46	40
5030	Senior CADD Operator	45	39
2009	Senior Pool Lifeguard	28	22
5464	Service Representative	26	20
5466	Service Representative Supervisor	32	26
6035	Site Plan Technician	36	30
6037	Site Planner	43	37
1111	Software Analyst	46	40
2038	Sound and Light Technician	25	19
2041	Special Events Coordinator	38	32
2041	Special Events Supervisor	40	34
1122	Storekeeper	25	19
1125	Storekeeper Supervisor	34	28
1120	Stores Clerk	20	14
1119	Stores Driver	16	10
5406	Stormwater Technician	38	32
1105	Support Analyst	36	30
2037	Technical Theatre Specialist	22	16
3030	Telecommunicator I	25	19
3031	Telecommunicator II	28	22
2045	Theater Assistant	16	10
2039	Theatre Specialist	22	16
2003	Tournament Coordinator	54	48
3038	Translator/Transcriber	31	25
5452	Treatment Plant Mechanic I	30	24
5456	Treatment Plant Mechanic II	34	28
5401	Utilities Serviceworker I	25	19
5404	Utilities Serviceworker II	29	23
5407	Utilities Serviceworker III	32	26
6005	Utility Laborer	21	15
5459	Utility Locator & Inspector	35	29
5458	Utility Maintenance Helper	24	18

CLASSIFICATION / OLD PAYGRADE / NEW PAYGRADE

CLASS CODE	CLASS TITLE	OLD PAY GRADE		PAY GRADE
5431	Utility Shift Supervisor	39		33
1038	Victims Advocate	26		20
5468	Water Meter Reader I	24		18
5472	Water Meter Reader II	29		23
6266	Welder	34		28

Sanitation Schedule of Pay Grades Tier A - Jan 1, 1997 to Sept. 30, 1997

A	B	C	D	E	F	G	L-1	L-2	L-1A-1	L-1A-2
14	\$ 17,143.00	\$ 18,883.00	\$ 19,837.00	\$ 20,835.00	\$ 21,874.00	\$ 22,977.00	\$ 24,123.00	\$ 25,332.00	\$ 26,605.00	\$ 27,942.00
	\$ 329.66	\$ 363.12	\$ 381.48	\$ 400.66	\$ 420.65	\$ 441.86	\$ 463.90	\$ 487.15	\$ 511.63	\$ 537.34
	\$ 8.24	\$ 9.08	\$ 9.54	\$ 10.02	\$ 10.52	\$ 11.05	\$ 11.60	\$ 12.18	\$ 12.79	\$ 13.43
16	\$ 17,886.00	\$ 19,777.00	\$ 20,686.00	\$ 21,726.00	\$ 22,808.00	\$ 23,953.00	\$ 25,141.00	\$ 26,393.00	\$ 27,709.00	\$ 29,088.00
	\$ 343.94	\$ 361.08	\$ 397.80	\$ 417.79	\$ 438.60	\$ 460.63	\$ 483.48	\$ 507.55	\$ 532.85	\$ 559.37
	\$ 8.60	\$ 9.03	\$ 9.95	\$ 10.44	\$ 10.97	\$ 11.52	\$ 12.09	\$ 12.69	\$ 13.32	\$ 13.98
21	\$ 19,944.00	\$ 20,941.00	\$ 23,084.00	\$ 24,229.00	\$ 25,438.00	\$ 26,711.00	\$ 28,048.00	\$ 29,448.00	\$ 30,912.00	\$ 32,461.00
	\$ 383.52	\$ 402.70	\$ 443.90	\$ 465.94	\$ 489.19	\$ 513.67	\$ 539.38	\$ 566.30	\$ 594.46	\$ 624.24
	\$ 9.59	\$ 10.07	\$ 11.10	\$ 11.65	\$ 12.23	\$ 12.84	\$ 13.48	\$ 14.16	\$ 14.86	\$ 15.61
22	\$ 20,389.00	\$ 21,407.00	\$ 23,593.00	\$ 24,781.00	\$ 26,011.00	\$ 27,305.00	\$ 28,663.00	\$ 30,106.00	\$ 31,612.00	\$ 33,204.00
	\$ 392.09	\$ 411.67	\$ 453.70	\$ 476.54	\$ 500.21	\$ 525.10	\$ 551.21	\$ 578.95	\$ 607.92	\$ 638.52
	\$ 9.80	\$ 10.29	\$ 11.34	\$ 11.91	\$ 12.51	\$ 13.13	\$ 13.78	\$ 14.47	\$ 15.20	\$ 15.96
24	\$ 21,280.00	\$ 22,341.00	\$ 24,632.00	\$ 25,863.00	\$ 27,157.00	\$ 28,515.00	\$ 29,936.00	\$ 31,443.00	\$ 33,013.00	\$ 34,667.00
	\$ 409.22	\$ 429.62	\$ 473.69	\$ 497.35	\$ 522.24	\$ 548.35	\$ 575.69	\$ 604.66	\$ 634.85	\$ 666.67
	\$ 10.23	\$ 10.74	\$ 11.84	\$ 12.43	\$ 13.06	\$ 13.71	\$ 14.39	\$ 15.12	\$ 15.87	\$ 16.67
25	\$ 21,768.00	\$ 22,850.00	\$ 25,205.00	\$ 26,457.00	\$ 27,772.00	\$ 29,151.00	\$ 30,615.00	\$ 32,143.00	\$ 33,755.00	\$ 35,452.00
	\$ 418.61	\$ 439.42	\$ 484.70	\$ 508.78	\$ 534.07	\$ 560.59	\$ 588.74	\$ 618.12	\$ 649.13	\$ 681.77
	\$ 10.47	\$ 10.99	\$ 12.12	\$ 12.72	\$ 13.35	\$ 14.01	\$ 14.72	\$ 15.45	\$ 16.23	\$ 17.04
26	\$ 22,299.00	\$ 23,423.00	\$ 25,820.00	\$ 27,115.00	\$ 28,472.00	\$ 29,894.00	\$ 31,379.00	\$ 32,949.00	\$ 34,604.00	\$ 36,344.00
	\$ 428.81	\$ 450.43	\$ 496.54	\$ 521.42	\$ 547.54	\$ 574.87	\$ 603.43	\$ 633.62	\$ 665.45	\$ 698.90
	\$ 10.72	\$ 11.26	\$ 12.41	\$ 13.04	\$ 13.69	\$ 14.37	\$ 15.09	\$ 15.84	\$ 16.64	\$ 17.47
27	\$ 22,765.00	\$ 23,911.00	\$ 26,351.00	\$ 27,666.00	\$ 29,045.00	\$ 30,488.00	\$ 32,015.00	\$ 33,607.00	\$ 35,283.00	\$ 37,044.00
	\$ 437.78	\$ 459.82	\$ 506.74	\$ 532.03	\$ 558.55	\$ 586.30	\$ 615.67	\$ 646.27	\$ 678.50	\$ 712.37
	\$ 10.94	\$ 11.50	\$ 12.67	\$ 13.30	\$ 13.96	\$ 14.66	\$ 15.39	\$ 16.16	\$ 16.96	\$ 17.81
28	\$ 23,274.00	\$ 24,441.00	\$ 26,966.00	\$ 28,324.00	\$ 29,745.00	\$ 31,230.00	\$ 32,800.00	\$ 34,434.00	\$ 36,153.00	\$ 37,956.00
	\$ 447.58	\$ 470.02	\$ 493.68	\$ 544.68	\$ 572.02	\$ 600.58	\$ 630.77	\$ 662.18	\$ 695.23	\$ 729.91
	\$ 11.19	\$ 11.75	\$ 12.34	\$ 13.62	\$ 14.30	\$ 15.01	\$ 15.77	\$ 16.55	\$ 17.38	\$ 18.25
29	\$ 23,805.00	\$ 24,993.00	\$ 27,560.00	\$ 28,939.00	\$ 30,382.00	\$ 31,909.00	\$ 33,501.00	\$ 35,177.00	\$ 36,938.00	\$ 38,783.00
	\$ 457.78	\$ 480.62	\$ 504.70	\$ 529.99	\$ 556.51	\$ 584.26	\$ 613.63	\$ 644.23	\$ 676.46	\$ 710.33
	\$ 11.44	\$ 12.02	\$ 12.62	\$ 13.25	\$ 13.91	\$ 14.61	\$ 15.34	\$ 16.11	\$ 16.91	\$ 17.76
32	\$ 25,672.00	\$ 26,966.00	\$ 29,745.00	\$ 31,230.00	\$ 32,800.00	\$ 34,434.00	\$ 36,153.00	\$ 37,956.00	\$ 39,844.00	\$ 41,838.00
	\$ 493.68	\$ 518.57	\$ 544.68	\$ 600.58	\$ 630.77	\$ 662.18	\$ 695.23	\$ 729.91	\$ 766.22	\$ 804.58
	\$ 12.34	\$ 12.96	\$ 13.62	\$ 14.30	\$ 15.01	\$ 15.77	\$ 16.55	\$ 17.38	\$ 18.25	\$ 20.11

Sanitation Schedule of Pay Grades - Tier B, Jan. 1, 1997-Sept. 30, 1997

	A	B	C	D	E	F	
							Continue to
14	15425.00	16204.00	17015.00	17868.00	18762.00	19698.00	Tier A Pay
	296.62	311.60	327.20	343.60	360.80	378.80	Plan for next
	7.42	7.79	8.18	8.59	9.02	9.47	increase
16	16100.00	16911.00	17764.00	18658.00	19594.00	20572.00	""
	309.60	325.20	341.60	358.80	376.80	395.60	
	7.74	8.13	8.54	8.97	9.42	9.89	
21	17951.00	18862.00	19795.00	20792.00	21832.00	22914.00	""
	345.20	362.71	380.66	399.84	419.83	440.64	
	8.63	9.07	9.52	10.00	10.50	11.02	
22	18352.00	19265.00	20219.00	21238.00	22299.00	23423.00	""
	352.92	370.46	388.82	408.41	428.81	450.43	
	8.82	9.26	9.72	10.21	10.72	11.26	
24	19159.00	20113.00	21110.00	22171.00	23274.00	24441.00	""
	368.42	386.78	405.96	426.36	447.58	470.02	
	9.21	9.67	10.15	10.66	11.19	11.75	
25	19594.00	20559.00	21577.00	22659.00	23784.00	24972.00	""
	376.80	395.35	414.94	435.74	457.37	480.22	
	9.42	9.88	10.37	10.89	11.43	12.01	
26	20071.00	21068.00	22129.00	23232.00	24399.00	25629.00	""
	385.97	405.14	425.54	446.76	469.20	492.86	
	9.65	10.13	10.64	11.17	11.73	12.32	
27	20495.00	21514.00	22596.00	23720.00	24908.00	26160.00	""
	394.13	413.71	434.52	456.14	478.99	503.06	
	9.85	10.34	10.86	11.40	11.97	12.58	
28	20946.00	22001.00	23105.00	24250.00	25460.00	26733.00	""
	402.80	423.10	444.31	466.34	489.60	514.08	
	10.07	10.58	11.11	11.66	12.24	12.85	
29	21424.00	22468.00	23593.00	24781.00	26011.00	27305.00	""
	412.00	432.07	453.70	476.54	500.21	525.10	
	10.30	10.80	11.34	11.91	12.51	13.13	
32	23109.00	24293.00	25502.00	26775.00	28112.00	29512.00	""
	444.40	467.16	490.42	514.90	540.60	567.53	
	11.11	11.68	12.26	12.87	13.52	14.19	

Schedule of Pay Grades-TIER A, Effective Jan.1, 1997 - Sept. 30, 1997

A	B	C	D	E	F	G	L-1	L-2	L-1/A-1	L-1/A-2	L-2/A-1	L-2/A-2	L-2/A-3	
1	1272.00	13409.00	14087.00	14788.00	15530.00	16315.00	17121.00	17970.00	18861.00	19795.00	20792.00	21831.00	22913.00	24059.00
	491.23	515.71	541.82	568.75	597.31	627.50	658.51	691.15	725.42	761.33	799.68	839.66	881.28	925.34
	6.14	6.45	6.77	7.11	7.47	7.84	8.23	8.64	9.07	9.52	10.00	10.50	11.02	11.57
2	13324.00	13981.00	14681.00	15424.00	16188.00	16994.00	17843.00	18734.00	19667.00	20643.00	21683.00	22765.00	23910.00	25099.00
	512.45	537.74	564.67	593.23	622.61	653.62	686.26	720.53	756.43	793.97	833.95	875.57	919.63	965.33
	6.41	6.72	7.06	7.42	7.78	8.17	8.58	9.01	9.46	9.92	10.42	10.94	11.50	12.07
3	14003.00	14703.00	15445.00	16209.00	17015.00	17864.00	18755.00	19688.00	20664.00	21704.00	22786.00	23932.00	25120.00	26371.00
	538.56	565.49	594.05	623.42	654.43	687.07	721.34	757.25	794.78	834.77	876.38	920.45	966.14	1014.29
	6.73	7.07	7.43	7.79	8.18	8.59	9.02	9.47	9.93	10.43	10.95	11.51	12.08	12.68
4	13621.00	14300.00	15021.00	15763.00	16548.00	17376.00	18246.00	19158.00	20113.00	21110.00	22171.00	23274.00	24441.00	25671.00
	523.87	549.98	577.73	606.29	636.48	668.30	701.76	736.85	773.57	811.92	852.72	895.15	940.03	987.36
	6.55	6.87	7.22	7.58	7.96	8.35	8.77	9.21	9.67	10.15	10.66	11.19	11.75	12.34
5	13918.00	14618.00	15339.00	16103.00	16909.00	17758.00	18649.00	19582.00	20558.00	21577.00	22659.00	23783.00	24971.00	26223.00
	535.30	562.22	589.97	619.34	650.35	682.99	717.26	753.17	790.70	829.87	871.49	914.74	960.43	1008.58
	6.69	7.03	7.37	7.74	8.13	8.54	8.97	9.41	9.88	10.37	10.89	11.43	12.01	12.61
6	14215.00	14936.00	15679.00	16464.00	17291.00	18161.00	19073.00	20028.00	21025.00	22086.00	23189.00	24356.00	25565.00	26838.00
	546.72	574.46	603.02	633.22	665.04	698.50	733.58	770.30	808.66	849.46	891.89	936.77	983.28	1032.24
	6.83	7.18	7.54	7.92	8.31	8.73	9.17	9.63	10.11	10.62	11.15	11.71	12.29	12.90
7	14469.00	15191.00	15954.00	16761.00	17609.00	18500.00	19434.00	20410.00	21428.00	22510.00	23635.00	24823.00	26074.00	27369.00
	556.51	584.26	613.63	644.64	677.28	711.55	747.46	784.99	824.16	865.78	909.02	954.72	1002.86	1052.64
	6.96	7.30	7.67	8.06	8.47	8.89	9.34	9.81	10.30	10.82	11.36	11.93	12.54	13.16
8	14809.00	15551.00	16336.00	17164.00	18012.00	18903.00	19858.00	20855.00	21895.00	22998.00	24144.00	25353.00	26626.00	27963.00
	569.57	598.13	628.32	660.14	692.78	727.06	763.78	802.13	842.11	884.54	928.61	975.12	1024.08	1075.49
	7.12	7.48	7.85	8.25	8.66	9.09	9.55	10.03	10.53	11.06	11.61	12.19	12.80	13.44
9	15106.00	15870.00	16655.00	17482.00	18352.00	19264.00	20219.00	21237.00	22298.00	23422.00	24589.00	25820.00	27114.00	28472.00
	580.99	610.37	640.56	672.38	705.84	740.93	777.65	816.82	857.62	900.86	945.74	993.07	1042.85	1095.07
	7.26	7.63	8.01	8.40	8.82	9.26	9.72	10.21	10.72	11.26	11.82	12.41	13.04	13.69
10	15466.00	16230.00	17036.00	17885.00	18776.00	19710.00	20686.00	21725.00	22807.00	23953.00	25141.00	26393.00	27708.00	29087.00
	594.86	624.24	655.25	687.89	722.16	758.06	795.60	835.58	877.20	921.26	966.96	1015.10	1065.70	1118.74
	7.44	7.80	8.19	8.60	9.03	9.48	9.95	10.44	10.97	11.52	12.09	12.69	13.32	13.98

Schedule of Pay Grades-TIER A, Effective Jan.1, 1997 - Sept. 30, 1997

A	B	C	D	E	F	G	L-1	L-2	L-1/A-1	L-1/A-2	L-2/A-1	L-2/A-2	L-2/A-3	
11	15785.00	16570.00	17397.00	18267.00	19179.00	20134.00	21131.00	22192.00	23295.00	24462.00	25693.00	26987.00	28345.00	29766.00
	607.10	637.30	669.12	702.58	737.66	774.38	812.74	853.54	895.97	940.85	988.18	1037.95	1090.18	1144.85
	7.59	7.97	8.36	8.78	9.22	9.68	10.16	10.67	11.20	11.76	12.35	12.97	13.63	14.31
12	16145.00	16952.00	17800.00	18691.00	19625.00	20601.00	21640.00	22722.00	23868.00	25056.00	26308.00	27623.00	29002.00	30445.00
	620.98	651.98	684.62	718.90	754.80	792.34	832.32	873.94	918.00	963.70	1011.84	1062.43	1115.47	1170.96
	7.76	8.15	8.56	8.99	9.44	9.90	10.40	10.92	11.48	12.05	12.65	13.28	13.94	14.64
13	16485.00	17312.00	18182.00	19094.00	20049.00	21046.00	22107.00	23210.00	24377.00	25586.00	26859.00	28196.00	29596.00	31081.00
	634.03	665.86	699.31	734.40	771.12	809.47	850.27	892.70	937.58	984.10	1033.06	1084.46	1138.32	1195.44
	7.93	8.32	8.74	9.18	9.64	10.12	10.63	11.16	11.72	12.30	12.91	13.56	14.23	14.94
14	16824.00	17673.00	18564.00	19498.00	20473.00	21492.00	22574.00	23698.00	24886.00	26138.00	27454.00	28833.00	30275.00	31782.00
	647.09	679.73	714.00	749.90	787.44	826.61	868.22	911.47	957.17	1005.31	1055.90	1108.94	1164.43	1222.37
	8.09	8.50	8.93	9.37	9.84	10.33	10.85	11.39	11.96	12.57	13.20	13.86	14.56	15.28
15	17185.00	18055.00	18967.00	19922.00	20919.00	21959.00	23062.00	24207.00	25417.00	26690.00	28026.00	29427.00	30890.00	32439.00
	660.96	694.42	729.50	766.22	804.58	844.56	886.99	931.06	977.57	1026.53	1077.94	1131.79	1188.10	1247.66
	8.26	8.68	9.12	9.58	10.06	10.56	11.09	11.64	12.22	12.83	13.47	14.15	14.85	15.60
16	17546.00	18415.00	19328.00	20304.00	21322.00	22383.00	23507.00	24674.00	25905.00	27199.00	28557.00	29978.00	31485.00	33055.00
	674.83	708.29	743.38	780.91	820.08	860.88	904.13	949.01	996.34	1046.11	1098.34	1153.01	1210.94	1271.33
	8.44	8.85	9.29	9.76	10.25	10.76	11.30	11.86	12.45	13.08	13.73	14.41	15.14	15.89
17	17970.00	18861.00	19795.00	20792.00	21831.00	22913.00	24059.00	25268.00	26541.00	27878.00	29278.00	30742.00	32270.00	33882.00
	691.15	725.42	761.33	799.68	839.66	881.28	925.34	971.86	1020.82	1072.22	1126.08	1182.38	1241.14	1303.15
	8.64	9.07	9.52	10.00	10.50	11.02	11.57	12.15	12.76	13.40	14.08	14.78	15.51	16.29
18	18331.00	19243.00	20198.00	21216.00	22277.00	23401.00	24568.00	25799.00	27093.00	28451.00	29872.00	31357.00	32927.00	34582.00
	705.02	740.11	776.83	816.00	856.80	900.05	944.93	992.26	1042.03	1094.26	1148.93	1206.05	1266.43	1330.08
	8.81	9.25	9.71	10.20	10.71	11.25	11.81	12.40	13.03	13.68	14.36	15.08	15.83	16.63
19	18755.00	19688.00	20664.00	21704.00	22786.00	23932.00	25120.00	26371.00	27687.00	29066.00	30530.00	32057.00	33670.00	35346.00
	721.34	757.25	794.78	834.77	876.38	920.45	966.14	1014.29	1064.88	1117.92	1174.22	1232.98	1294.99	1359.46
	9.02	9.47	9.93	10.43	10.95	11.51	12.08	12.68	13.31	13.97	14.68	15.41	16.19	16.99
20	19179.00	20134.00	21131.00	22192.00	23295.00	24462.00	25693.00	26987.00	28345.00	29766.00	31251.00	32821.00	34455.00	36173.00
	737.66	774.38	812.74	853.54	895.97	940.85	988.18	1037.95	1090.18	1144.85	1201.97	1262.35	1325.18	1391.28
	9.22	9.68	10.16	10.67	11.20	11.76	12.35	12.97	13.63	14.31	15.02	15.78	16.56	17.39

Schedule of Pay Grades-TIER A, Effective Jan.1, 1997 - Sept. 30, 1997

A	B	C	D	E	F	G	L-1	L-2	L-1/A-1	L-1/A-2	L-2/A-1	L-2/A-2	L-2/A-3
21	19604.00	20580.00	21619.00	22701.00	23847.00	26287.00	27602.00	28981.00	30424.00	31951.00	33542.00	35219.00	36979.00
	753.98	791.52	831.50	873.12	917.18	962.88	1061.62	1114.66	1170.14	1228.90	1290.10	1354.56	1422.29
	9.42	9.89	10.39	10.91	11.46	12.04	13.27	13.93	14.63	15.36	16.13	16.93	17.78
22	20070.00	21067.00	22128.00	23232.00	24398.00	26902.00	28238.00	29660.00	31145.00	32694.00	34664.00	36046.00	37849.00
	771.94	810.29	851.09	893.52	938.40	985.73	1086.10	1140.77	1197.89	1257.46	1333.23	1386.38	1455.74
	9.65	10.13	10.64	11.17	11.73	12.32	13.58	14.26	14.97	15.72	16.67	17.33	18.20
23	20473.00	21492.00	22574.00	23698.00	24886.00	27454.00	28833.00	30275.00	31782.00	33373.00	35049.00	36810.00	38656.00
	787.44	826.61	868.22	911.47	957.17	1055.90	1108.94	1164.43	1222.37	1283.57	1348.03	1415.76	1486.75
	9.84	10.33	10.85	11.39	11.96	13.20	13.86	14.56	15.28	16.04	16.85	17.70	18.58
24	20961.00	22001.00	23104.00	24250.00	25459.00	28069.00	29469.00	30933.00	32482.00	34115.00	35813.00	37595.00	39483.00
	806.21	846.19	888.62	932.69	979.20	1028.16	1133.42	1189.73	1249.30	1312.13	1377.41	1445.95	1518.58
	10.08	10.58	11.11	11.66	12.24	13.49	14.17	14.87	15.62	16.40	17.22	18.07	18.98
25	21407.00	22468.00	23592.00	24780.00	26011.00	28663.00	30106.00	31612.00	33203.00	34858.00	36598.00	38422.00	40353.00
	823.34	864.14	907.39	953.09	1000.42	1102.42	1157.90	1215.84	1277.04	1340.69	1407.60	1477.78	1552.03
	10.29	10.80	11.34	11.91	12.51	13.78	14.47	15.20	15.96	16.76	17.60	18.47	19.40
26	21895.00	22998.00	24144.00	25353.00	26626.00	29363.00	30827.00	32376.00	33988.00	35685.00	37467.00	39334.00	41308.00
	842.11	884.54	928.61	975.12	1024.08	1129.34	1185.65	1245.22	1307.23	1372.51	1441.06	1512.86	1588.75
	10.53	11.06	11.61	12.19	12.80	14.12	14.82	15.57	16.34	17.16	18.01	18.91	19.86
27	22362.00	23486.00	24653.00	25884.00	27178.00	29957.00	31463.00	33033.00	34688.00	36428.00	38252.00	40162.00	42177.00
	860.06	903.31	948.19	995.52	1045.30	1152.19	1210.13	1270.51	1334.16	1401.07	1471.25	1544.69	1622.21
	10.75	11.29	11.85	12.44	13.07	14.40	15.13	15.88	16.68	17.51	18.39	19.31	20.28
28	22892.00	24038.00	25247.00	26520.00	27857.00	30721.00	32248.00	33861.00	35558.00	37340.00	39207.00	41159.00	43217.00
	880.46	924.53	971.04	1020.00	1071.41	1181.57	1240.32	1302.34	1367.62	1436.16	1507.97	1583.04	1662.19
	11.01	11.56	12.14	12.75	13.39	14.77	15.50	16.28	17.10	17.95	18.85	19.79	20.78
29	23401.00	24568.00	25799.00	27093.00	28451.00	31357.00	32927.00	34582.00	36322.00	38146.00	40056.00	42050.00	44150.00
	900.05	944.93	992.26	1042.03	1094.26	1148.93	1266.43	1330.08	1396.99	1467.17	1540.61	1617.31	1698.10
	11.25	11.81	12.40	13.03	13.68	15.08	15.83	16.63	17.46	18.34	19.26	20.22	21.23
30	23974.00	25183.00	26435.00	27751.00	29130.00	32121.00	33733.00	35431.00	37213.00	39080.00	41032.00	43090.00	45254.00
	922.08	968.59	1016.74	1067.33	1120.37	1176.67	1297.44	1362.72	1431.26	1503.07	1578.14	1657.30	1740.53
	11.53	12.11	12.71	13.34	14.00	15.44	16.22	17.03	17.89	18.79	19.73	20.72	21.76

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A	B	C	D	E	F	G	L-1	L-2	L-1/A-1	L-1/A-2	L-2/A-1	L-2/A-2	L-2/A-3	
31	24504.00	25735.00	27029.00	28387.00	29808.00	31294.00	32864.00	34497.00	36216.00	38019.00	39929.00	41923.00	44023.00	46230.00
	942.48	989.81	1039.58	1091.81	1146.48	1203.60	1263.98	1326.82	1392.91	1462.27	1535.71	1612.42	1693.20	1778.06
	11.78	12.37	12.99	13.65	14.33	15.05	15.80	16.59	17.41	18.28	19.20	20.16	21.17	22.23
32	25035.00	26287.00	27602.00	28981.00	30424.00	31951.00	33542.00	35219.00	36979.00	38825.00	40777.00	42814.00	44957.00	47206.00
	962.88	1011.02	1061.62	1114.66	1170.14	1228.90	1290.10	1354.56	1422.29	1493.28	1568.35	1646.69	1729.10	1815.60
	12.04	12.64	13.27	13.93	14.63	15.36	16.13	16.93	17.78	18.67	19.60	20.58	21.61	22.70
33	25608.00	26881.00	28217.00	29639.00	31124.00	32673.00	34306.00	36025.00	37828.00	39716.00	41711.00	43790.00	45975.00	48266.00
	984.91	1033.87	1085.28	1139.95	1197.07	1256.64	1319.47	1385.57	1454.93	1527.55	1604.26	1684.22	1768.27	1856.40
	12.31	12.92	13.57	14.25	14.96	15.71	16.49	17.32	18.19	19.09	20.05	21.05	22.10	23.21
34	26202.00	27517.00	28896.00	30339.00	31866.00	33458.00	35134.00	36895.00	38740.00	40671.00	42708.00	44851.00	47100.00	49454.00
	1007.76	1058.35	1111.39	1166.88	1225.63	1286.83	1351.30	1419.02	1490.02	1564.27	1642.61	1725.02	1811.52	1902.10
	12.60	13.23	13.89	14.59	15.32	16.09	16.89	17.74	18.63	19.55	20.53	21.56	22.64	23.78
35	26796.00	28132.00	29533.00	31018.00	32567.00	34200.00	35919.00	37722.00	39610.00	41583.00	43663.00	45848.00	48139.00	50537.00
	1030.61	1082.02	1135.87	1192.99	1252.56	1315.39	1381.49	1450.85	1523.47	1599.36	1679.33	1763.38	1851.50	1943.71
	12.88	13.53	14.20	14.91	15.66	16.44	17.27	18.14	19.04	19.99	20.99	22.04	23.14	24.30
36	27432.00	28811.00	30254.00	31760.00	33352.00	35028.00	36789.00	38634.00	40565.00	42602.00	44723.00	46951.00	49306.00	51767.00
	1055.09	1108.13	1163.62	1221.55	1282.75	1347.22	1414.94	1485.94	1560.19	1638.53	1720.13	1805.81	1896.38	1991.04
	13.19	13.85	14.55	15.27	16.03	16.84	17.69	18.57	19.50	20.48	21.50	22.57	23.70	24.89
37	28026.00	29427.00	30890.00	32439.00	34052.00	35749.00	37531.00	39398.00	41371.00	43450.00	45614.00	47906.00	50303.00	52828.00
	1077.94	1131.79	1188.10	1247.66	1309.68	1374.96	1443.50	1515.31	1591.20	1671.17	1754.40	1842.53	1934.74	2031.84
	13.47	14.15	14.85	15.60	16.37	17.19	18.04	18.94	19.89	20.89	21.93	23.03	24.18	25.40
38	28684.00	30127.00	31633.00	33224.00	34879.00	36619.00	38443.00	40374.00	42390.00	44511.00	46739.00	49073.00	51534.00	54101.00
	1103.23	1158.72	1216.66	1277.86	1341.50	1408.42	1478.59	1552.85	1630.37	1711.97	1797.65	1887.41	1982.06	2080.80
	13.79	14.48	15.21	15.97	16.77	17.61	18.48	19.41	20.38	21.40	22.47	23.59	24.78	26.01
39	29342.00	30806.00	32354.00	33967.00	35664.00	37446.00	39313.00	41286.00	43344.00	45508.00	47778.00	50176.00	52679.00	55310.00
	1128.53	1184.83	1244.40	1306.42	1371.70	1440.24	1512.05	1587.94	1667.09	1750.32	1837.63	1929.84	2026.13	2127.31
	14.11	14.81	15.56	16.33	17.15	18.00	18.90	19.85	20.84	21.88	22.97	24.12	25.33	26.59
40	30042.00	31548.00	33118.00	34773.00	36513.00	38337.00	40247.00	42262.00	44384.00	46612.00	48945.00	51385.00	53952.00	56647.00
	1155.46	1213.39	1273.78	1337.42	1404.34	1474.51	1547.95	1625.47	1707.07	1792.75	1882.51	1976.35	2075.09	2178.72
	14.44	15.17	15.92	16.72	17.55	18.43	19.35	20.32	21.34	22.41	23.53	24.70	25.94	27.23

Schedule of Pay Grades-TIER A, Effective Jan.1, 1997 - Sept. 30, 1997

A	B	C	D	E	F	G	L-1	L-2	L-1/A-1	L-1/A-2	L-2/A-1	L-2/A-2	L-2/A-3	
41	30700.00	32227.00	33840.00	35537.00	37319.00	39186.00	41138.00	43196.00	45360.00	47630.00	50006.00	52510.00	55140.00	57898.00
	1180.75	1239.50	1301.52	1366.80	1435.34	1507.15	1582.22	1661.38	1744.61	1831.92	1923.31	2019.60	2120.78	2226.86
	14.76	15.49	16.27	17.09	17.94	18.84	19.78	20.77	21.81	22.90	24.04	25.25	26.51	27.84
42	31421.00	32991.00	34646.00	36385.00	38210.00	40119.00	42135.00	44235.00	46442.00	48754.00	51194.00	53761.00	56456.00	59278.00
	1208.50	1268.88	1332.53	1399.44	1469.62	1543.06	1620.58	1701.36	1786.22	1875.17	1969.01	2067.74	2171.38	2279.90
	15.11	15.86	16.66	17.49	18.37	19.29	20.26	21.27	22.33	23.44	24.61	25.85	27.14	28.50
43	32142.00	33755.00	35452.00	37234.00	39101.00	41053.00	43111.00	45275.00	47545.00	49921.00	52425.00	55056.00	57814.00	60699.00
	1236.24	1298.26	1363.54	1432.08	1503.89	1578.96	1658.11	1741.34	1828.66	1920.05	2016.34	2117.52	2223.60	2334.58
	15.45	16.23	17.04	17.90	18.80	19.74	20.73	21.77	22.86	24.00	25.20	26.47	27.80	29.18
44	32906.00	34561.00	36279.00	38104.00	40013.00	42008.00	44108.00	46315.00	48627.00	51067.00	53613.00	56286.00	59108.00	62057.00
	1265.62	1329.26	1395.36	1465.54	1538.98	1615.68	1696.46	1781.33	1870.27	1964.11	2062.03	2164.85	2273.38	2386.80
	15.82	16.62	17.44	18.32	19.24	20.20	21.21	22.27	23.38	24.55	25.78	27.06	28.42	29.84
45	33649.00	35325.00	37086.00	38931.00	40883.00	42920.00	45063.00	47312.00	49688.00	52170.00	54780.00	57517.00	60402.00	63415.00
	1294.18	1358.64	1426.37	1497.36	1572.43	1650.77	1733.18	1819.68	1911.07	2006.54	2106.91	2212.18	2323.15	2439.02
	16.18	16.98	17.83	18.72	19.66	20.63	21.66	22.75	23.89	25.08	26.34	27.65	29.04	30.49
46	34476.00	36194.00	37998.00	39907.00	41902.00	44002.00	46208.00	48521.00	50940.00	53486.00	56159.00	58959.00	61908.00	65006.00
	1326.00	1392.10	1461.46	1534.90	1611.60	1692.38	1777.25	1866.19	1959.22	2057.14	2159.95	2267.66	2381.09	2500.22
	16.58	17.40	18.27	19.19	20.15	21.15	22.22	23.33	24.49	25.71	27.00	28.35	29.76	31.25
47	35261.00	37022.00	38868.00	40820.00	42856.00	44999.00	47248.00	49603.00	52085.00	54695.00	57432.00	60296.00	63309.00	66470.00
	1356.19	1423.92	1494.91	1569.98	1648.32	1730.74	1817.23	1907.81	2003.28	2103.65	2208.91	2319.07	2434.94	2556.53
	16.95	17.80	18.69	19.62	20.60	21.63	22.72	23.85	25.04	26.30	27.61	28.99	30.44	31.96
48	36088.00	37892.00	39780.00	41774.00	43853.00	46039.00	48351.00	50770.00	53316.00	55989.00	58790.00	61739.00	64836.00	68082.00
	1388.02	1457.38	1530.00	1606.70	1686.67	1770.72	1859.66	1952.69	2050.61	2153.42	2261.14	2374.56	2493.70	2618.54
	17.35	18.22	19.13	20.08	21.08	22.13	23.25	24.41	25.63	26.92	28.26	29.68	31.17	32.73
49	36916.00	38762.00	40692.00	42729.00	44872.00	47121.00	49476.00	51958.00	54546.00	57283.00	60147.00	63160.00	66321.00	69631.00
	1419.84	1490.83	1565.09	1643.42	1725.84	1812.34	1902.91	1998.38	2097.94	2203.20	2313.36	2429.23	2550.82	2678.11
	17.75	18.64	19.56	20.54	21.57	22.65	23.79	24.98	26.22	27.54	28.92	30.37	31.89	33.48
50	37786.00	39674.00	41668.00	43747.00	45933.00	48224.00	50643.00	53167.00	55819.00	58620.00	61548.00	64624.00	67849.00	71243.00
	1453.30	1525.92	1602.62	1682.59	1766.64	1854.77	1947.79	2044.90	2146.90	2254.61	2367.22	2485.54	2609.57	2740.13
	18.17	19.07	20.03	21.03	22.08	23.18	24.35	25.56	26.84	28.18	29.59	31.07	32.62	34.25

Schedule of Pay Grades-TIER A Effective Jan.1, 1997 - Sept. 30, 1997

	A	B	C	D	E	F	G	L-1	L-2	L-1/A-1	L-1/A-2	L-2/A-1	L-2/A-2	L-2/A-3
51	38698.00	40629.00	42665.00	44808.00	47057.00	49412.00	51873.00	54461.00	57177.00	60041.00	63054.00	66215.00	69525.00	73004.00
	1488.38	1562.64	1640.98	1723.39	1809.89	1900.46	1995.12	2094.67	2199.12	2309.28	2425.15	2546.74	2674.03	2807.86
	18.60	19.53	20.51	21.54	22.62	23.76	24.94	26.18	27.49	28.87	30.31	31.83	33.43	35.10
52	39568.00	41541.00	43620.00	45805.00	48097.00	50494.00	53019.00	55671.00	58450.00	61378.00	64454.00	67679.00	71074.00	74638.00
	1521.84	1597.73	1677.70	1761.74	1849.87	1942.08	2039.18	2141.18	2248.08	2360.69	2479.01	2603.04	2733.60	2870.69
	19.02	19.97	20.97	22.02	23.12	24.28	25.49	26.76	28.10	29.51	30.99	32.54	34.17	35.88
53	40501.00	42517.00	44638.00	46866.00	49200.00	51661.00	54249.00	56965.00	59808.00	62799.00	65939.00	69228.00	72686.00	76314.00
	1557.74	1635.26	1716.86	1802.54	1892.30	1986.96	2086.51	2190.96	2300.30	2415.36	2536.13	2662.61	2795.62	2935.15
	19.47	20.44	21.46	22.53	23.65	24.84	26.08	27.39	28.75	30.19	31.70	33.28	34.95	36.69
54	41435.00	43514.00	45699.00	47991.00	50388.00	52913.00	55565.00	58344.00	61272.00	64327.00	67552.00	70925.00	74468.00	78202.00
	1593.65	1673.62	1757.66	1845.79	1938.00	2035.10	2137.10	2244.00	2356.61	2474.11	2598.14	2727.89	2864.16	3007.78
	19.92	20.92	21.97	23.07	24.23	25.44	26.71	28.05	29.46	30.93	32.48	34.10	35.80	37.60
55	42432.00	44554.00	46781.00	49115.00	51576.00	54164.00	56880.00	59723.00	62714.00	65854.00	69143.00	72601.00	76229.00	80048.00
	1632.00	1713.60	1799.28	1889.04	1983.70	2083.25	2187.70	2297.04	2412.10	2532.86	2659.34	2792.35	2931.89	3078.77
	20.40	21.42	22.49	23.61	24.80	26.04	27.35	28.71	30.15	31.66	33.24	34.90	36.65	38.48
56	43429.00	45593.00	47863.00	50261.00	52764.00	55395.00	58174.00	61081.00	64136.00	67340.00	70713.00	74256.00	77969.00	81873.00
	1670.35	1753.58	1840.90	1933.10	2029.39	2130.58	2237.47	2349.26	2466.77	2589.98	2719.73	2856.00	2998.80	3148.94
	20.88	21.92	23.01	24.16	25.37	26.63	27.97	29.37	30.83	32.37	34.00	35.70	37.49	39.36
57	44448.00	46675.00	49009.00	51470.00	54037.00	56732.00	59575.00	62545.00	65664.00	68952.00	72410.00	76038.00	79836.00	83824.00
	1709.52	1795.20	1884.96	1979.62	2078.35	2181.98	2291.33	2405.57	2525.52	2652.00	2785.01	2924.54	3070.61	3224.02
	21.37	22.44	23.56	24.75	25.98	27.27	28.64	30.07	31.57	33.15	34.81	36.56	38.38	40.30
58	45487.00	47757.00	50155.00	52658.00	55289.00	58047.00	60954.00	64009.00	67212.00	70564.00	74086.00	77799.00	81682.00	85776.00
	1749.50	1836.82	1929.02	2025.31	2126.50	2232.58	2344.37	2461.87	2585.09	2714.02	2849.47	2992.27	3141.60	3299.09
	21.87	22.96	24.11	25.32	26.58	27.91	29.30	30.77	32.31	33.93	35.62	37.40	39.27	41.24
59	46569.00	48903.00	51343.00	53910.00	56604.00	59426.00	62396.00	65515.00	68782.00	72219.00	75826.00	79624.00	83612.00	87792.00
	1791.12	1880.88	1974.72	2073.46	2177.09	2285.62	2399.86	2519.81	2645.47	2777.66	2916.38	3062.45	3215.86	3376.61
	22.39	23.51	24.68	25.92	27.21	28.57	30.00	31.50	33.07	34.72	36.45	38.28	40.20	42.21
60	47694.00	50070.00	52573.00	55204.00	57962.00	60869.00	63903.00	67106.00	70458.00	73980.00	77672.00	81554.00	85628.00	89913.00
	1834.37	1925.76	2022.05	2123.23	2229.31	2341.10	2457.79	2581.01	2709.94	2845.39	2987.38	3136.70	3293.38	3458.21
	22.93	24.07	25.28	26.54	27.87	29.26	30.72	32.26	33.87	35.57	37.34	39.21	41.17	43.23

Schedule of Pay Grades-Tier B, Effective Jan. 1, 1997-Sept. 30, 1997

	A	B	C	D	E	F	Continue to Step "G" on
1	11499.00	12072.00	12666.00	13302.00	13960.00	14660.00	Tier A Pay
	442.27	464.30	487.15	511.63	536.93	563.86	Plan for next
	5.53	5.80	6.09	6.40	6.71	7.05	increase
2	11981.00	12584.00	13208.00	13894.00	14560.00	15288.00	" "
	460.80	484.00	508.00	534.40	560.00	588.00	
	5.76	6.05	6.35	6.68	7.00	7.35	
3	12605.00	13229.00	13915.00	14581.00	15309.00	16078.00	" "
	484.80	508.80	535.20	560.80	588.80	618.40	
	6.06	6.36	6.69	7.01	7.36	7.73	
4	12263.00	12878.00	13515.00	14194.00	14894.00	15636.00	" "
	471.65	495.31	519.79	545.90	572.83	601.39	
	5.90	6.19	6.50	6.82	7.16	7.52	
5	12517.00	13154.00	13812.00	14512.00	15233.00	15997.00	" "
	481.44	505.92	531.22	558.14	585.89	615.26	
	6.02	6.32	6.64	6.98	7.32	7.69	
6	12793.00	13430.00	14109.00	14809.00	15551.00	16336.00	" "
	492.05	516.53	542.64	569.57	598.13	628.32	
	6.15	6.46	6.78	7.12	7.48	7.85	
7	13027.00	13684.00	14363.00	15085.00	15848.00	16633.00	" "
	501.02	526.32	552.43	580.18	609.55	639.74	
	6.26	6.58	6.91	7.25	7.62	8.00	
8	13324.00	13981.00	14681.00	15424.00	16188.00	16994.00	" "
	512.45	537.74	564.67	593.23	622.61	653.62	
	6.41	6.72	7.06	7.42	7.78	8.17	
9	13582.00	14290.00	14997.00	15725.00	16515.00	17326.00	" "
	522.40	549.60	576.80	604.80	635.20	666.40	
	6.53	6.87	7.21	7.56	7.94	8.33	
10	13918.00	14618.00	15339.00	16103.00	16909.00	17758.00	" "
	535.30	562.22	589.97	619.34	650.35	682.99	
	6.69	7.03	7.37	7.74	8.13	8.54	
11	14215.00	14936.00	15679.00	16464.00	17291.00	18161.00	" "
	546.72	574.46	603.02	633.22	665.04	698.50	
	6.83	7.18	7.54	7.92	8.31	8.73	
12	14518.00	15267.00	16016.00	16827.00	17680.00	18533.00	" "
	558.40	587.20	616.00	647.20	680.00	712.80	
	6.98	7.34	7.70	8.09	8.50	8.91	

Schedule of Pay Grades-Tier B, Effective Jan. 1, 1997-Sept. 30, 1997

	A	B	C	D	E	F	Continue to Step "G" on
13	14851.00	15579.00	16370.00	17181.00	18054.00	18949.00	Tier A Pay
	571.20	599.20	629.60	660.80	694.40	728.80	Plan for next
	7.14	7.49	7.87	8.26	8.68	9.11	increase
14	15148.00	15912.00	16718.00	17546.00	18415.00	19328.00	" "
	582.62	612.00	643.01	674.83	708.29	743.38	
	7.28	7.65	8.04	8.44	8.85	9.29	
15	15445.00	16209.00	17015.00	17864.00	18755.00	19688.00	" "
	594.05	623.42	654.43	687.07	721.34	757.25	
	7.43	7.79	8.18	8.59	9.02	9.47	
16	15806.00	16591.00	17418.00	18288.00	19200.00	20155.00	" "
	607.92	638.11	669.94	703.39	738.48	775.20	
	7.60	7.98	8.37	8.79	9.23	9.69	
17	16182.00	16973.00	17826.00	18720.00	19656.00	20634.00	" "
	622.40	652.80	685.60	720.00	756.00	793.60	
	7.78	8.16	8.57	9.00	9.45	9.92	
18	16506.00	17326.00	18179.00	19094.00	20051.00	21070.00	" "
	634.85	666.40	699.20	734.40	771.20	810.40	
	7.94	8.33	8.74	9.18	9.64	10.13	
19	16890.00	17722.00	18595.00	19531.00	20509.00	21549.00	" "
	649.60	681.60	715.20	751.20	788.80	828.80	
	8.12	8.52	8.94	9.39	9.86	10.36	
20	17270.00	18140.00	19052.00	20007.00	21004.00	22065.00	" "
	664.22	697.68	732.77	769.49	807.84	848.64	
	8.30	8.72	9.16	9.62	10.10	10.61	
21	17630.00	18522.00	19455.00	20431.00	21449.00	22531.00	" "
	678.10	712.37	748.27	785.81	824.98	866.59	
	8.48	8.90	9.35	9.82	10.31	10.83	
22	18075.00	18970.00	19926.00	20904.00	21965.00	23067.00	" "
	695.20	729.60	766.40	804.00	844.80	887.20	
	8.69	9.12	9.58	10.05	10.56	11.09	
23	18429.00	19344.00	20322.00	21320.00	22381.00	23525.00	" "
	708.80	744.00	781.60	820.00	860.80	904.80	
	8.86	9.30	9.77	10.25	10.76	11.31	
24	18861.00	19795.00	20792.00	21831.00	22913.00	24059.00	" "
	725.42	761.33	799.68	839.66	881.28	925.34	
	9.07	9.52	10.00	10.50	11.02	11.57	

Schedule of Pay Grades-Tier B, Effective Jan. 1, 1997-Sept. 30, 1997

	A	B	C	D	E	F	Continue to Step "G" on
25	19264.00	20219.00	21237.00	22298.00	23422.00	24589.00	Tier A Pay
	740.93	777.65	816.82	857.62	900.86	945.74	Plan for next
	9.26	9.72	10.21	10.72	11.26	11.82	increase
26	19710.00	20686.00	21725.00	22807.00	23953.00	25141.00	""
	758.06	795.60	835.58	877.20	921.26	966.96	
	9.48	9.95	10.44	10.97	11.52	12.09	
27	20134.00	21131.00	22192.00	23295.00	24462.00	25693.00	""
	774.38	812.74	853.54	895.97	940.85	988.18	
	9.68	10.16	10.67	11.20	11.76	12.35	
28	20613.00	21632.00	22734.00	23878.00	25064.00	26333.00	""
	792.80	832.00	874.40	918.40	964.00	1012.80	
	9.91	10.40	10.93	11.48	12.05	12.66	
29	21067.00	22128.00	23232.00	24398.00	25629.00	26902.00	""
	810.29	851.09	893.52	938.40	985.73	1034.69	
	10.13	10.64	11.17	11.73	12.32	12.93	
30	21590.00	22672.00	23795.00	24981.00	26208.00	27539.00	""
	830.40	872.00	915.20	960.80	1008.00	1059.20	
	10.38	10.90	11.44	12.01	12.60	13.24	
31	22048.00	23150.00	24315.00	25522.00	26790.00	28122.00	""
	848.00	890.40	935.20	981.60	1030.40	1081.60	
	10.60	11.13	11.69	12.27	12.88	13.52	
32	22547.00	23670.00	24856.00	26104.00	27414.00	28787.00	""
	867.20	910.40	956.00	1004.00	1054.40	1107.20	
	10.84	11.38	11.95	12.55	13.18	13.84	
33	23046.00	24190.00	25397.00	26666.00	27997.00	29390.00	""
	886.40	930.40	976.80	1025.60	1076.80	1130.40	
	11.08	11.63	12.21	12.82	13.46	14.13	
34	23571.00	24759.00	25990.00	27284.00	28642.00	30084.00	""
	906.58	952.27	999.60	1049.38	1101.60	1157.09	
	11.33	11.90	12.50	13.12	13.77	14.46	
35	24101.00	25311.00	26584.00	27920.00	29321.00	30784.00	""
	926.98	973.49	1022.45	1073.86	1127.71	1184.02	
	11.59	12.17	12.78	13.42	14.10	14.80	
36	24695.00	25926.00	27220.00	28578.00	29999.00	31506.00	""
	949.82	997.15	1046.93	1099.15	1153.82	1211.76	
	11.87	12.46	13.09	13.74	14.42	15.15	

Schedule of Pay Grades-Tier B, Effective Jan. 1, 1997-Sept. 30, 1997

	A	B	C	D	E	F	Continue to Step "G" on
37	25210.00	26499.00	27810.00	29203.00	30638.00	32178.00	Tier A Pay
	969.60	1019.20	1069.60	1123.20	1178.40	1237.60	Plan for next
	12.12	12.74	13.37	14.04	14.73	15.47	increase
38	25820.00	27114.00	28472.00	29893.00	31378.00	32948.00	" "
	993.07	1042.85	1095.07	1149.74	1206.86	1267.25	
	12.41	13.04	13.69	14.37	15.09	15.84	
39	26414.00	27729.00	29108.00	30572.00	32100.00	33712.00	" "
	1015.92	1066.51	1119.55	1175.86	1234.61	1296.62	
	12.70	13.33	13.99	14.70	15.43	16.21	
40	27040.00	28392.00	29806.00	31304.00	32864.00	34507.00	" "
	1040.00	1092.00	1146.40	1204.00	1264.00	1327.20	
	13.00	13.65	14.33	15.05	15.80	16.59	
41	27622.00	28995.00	30451.00	31990.00	33592.00	35277.00	" "
	1062.40	1115.20	1171.20	1230.40	1292.00	1356.80	
	13.28	13.94	14.64	15.38	16.15	16.96	
42	28281.00	29702.00	31188.00	32758.00	34391.00	36110.00	" "
	1087.73	1142.40	1199.52	1259.90	1322.74	1388.83	
	13.60	14.28	14.99	15.75	16.53	17.36	
43	28939.00	30381.00	31909.00	33500.00	35176.00	36937.00	" "
	1113.02	1168.51	1227.26	1288.46	1352.93	1420.66	
	13.91	14.61	15.34	16.11	16.91	17.76	
44	29618.00	31103.00	32651.00	34285.00	36004.00	37807.00	" "
	1139.14	1196.26	1255.82	1318.66	1384.75	1454.11	
	14.24	14.95	15.70	16.48	17.31	18.18	
45	30285.00	31782.00	33384.00	35048.00	36795.00	38626.00	" "
	1164.80	1222.40	1284.00	1348.00	1415.20	1485.60	
	14.56	15.28	16.05	16.85	17.69	18.57	
46	31039.00	32588.00	34221.00	35940.00	37743.00	39631.00	" "
	1193.81	1253.38	1316.21	1382.30	1451.66	1524.29	
	14.92	15.67	16.45	17.28	18.15	19.05	
47	31741.00	33322.00	34986.00	36733.00	38563.00	40498.00	" "
	1220.80	1281.60	1345.60	1412.80	1483.20	1557.60	
	15.26	16.02	16.82	17.66	18.54	19.47	
48	32482.00	34115.00	35813.00	37595.00	39483.00	41456.00	" "
	1249.30	1312.13	1377.41	1445.95	1518.58	1594.46	
	15.62	16.40	17.22	18.07	18.98	19.93	

Schedule of Pay Grades-Tier B, Effective Jan. 1, 1997-Sept. 30, 1997

	A	B	C	D	E	F	Continue to Step "G" on
49	33238.00	34902.00	36608.00	38459.00	40373.00	42411.00	Tier A Pay
	1278.40	1342.40	1408.00	1479.20	1552.80	1631.20	Plan for next
	15.98	16.78	17.60	18.49	19.41	20.39	increase
50	34009.00	35707.00	37489.00	39356.00	41329.00	43387.00	""
	1308.05	1373.33	1441.87	1513.68	1589.57	1668.72	
	16.35	17.17	18.02	18.92	19.87	20.86	
51	34819.00	36566.00	38397.00	40310.00	42349.00	44470.00	""
	1339.20	1406.40	1476.80	1550.40	1628.80	1710.40	
	16.74	17.58	18.46	19.38	20.36	21.38	
52	35610.00	37378.00	39250.00	41226.00	43285.00	45448.00	""
	1369.60	1437.60	1509.60	1585.60	1664.80	1748.00	
	17.12	17.97	18.87	19.82	20.81	21.85	
53	36449.00	38274.00	40183.00	42199.00	44299.00	46505.00	""
	1401.89	1472.06	1545.50	1623.02	1703.81	1788.67	
	17.52	18.40	19.32	20.29	21.30	22.36	
54	37274.00	39166.00	41122.00	43181.00	45365.00	47632.00	""
	1433.60	1506.40	1581.60	1660.80	1744.80	1832.00	
	17.92	18.83	19.77	20.76	21.81	22.90	
55	38189.00	40098.00	42114.00	44214.00	46421.00	48733.00	""
	1468.80	1542.24	1619.76	1700.54	1785.41	1874.35	
	18.36	19.28	20.25	21.26	22.32	23.43	
56	39080.00	41032.00	43090.00	45254.00	47524.00	49900.00	""
	1503.07	1578.14	1657.30	1740.53	1827.84	1919.23	
	18.79	19.73	20.72	21.76	22.85	23.99	
57	39998.00	42016.00	44096.00	46342.00	48630.00	51043.00	""
	1538.40	1616.00	1696.00	1782.40	1870.40	1963.20	
	19.23	20.20	21.20	22.28	23.38	24.54	
58	40934.00	42973.00	45136.00	47403.00	49754.00	52250.00	""
	1574.40	1652.80	1736.00	1823.20	1913.60	2009.60	
	19.68	20.66	21.70	22.79	23.92	25.12	
59	41912.00	44013.00	46197.00	48526.00	50939.00	53477.00	""
	1612.00	1692.80	1776.80	1866.40	1959.20	2056.80	
	20.15	21.16	22.21	23.33	24.49	25.71	
60	42941.00	45084.00	47333.00	49709.00	52191.00	54801.00	""
	1651.58	1734.00	1820.50	1911.89	2007.36	2107.73	
	20.64	21.68	22.76	23.90	25.09	26.35	

Schedule of Pay Grades - Tier B, Oct. 1, 1997 - Sept 30, 1998

A	B	C	D	E	F	G	H	I	J	K	L		
1	\$ 13,021.00	\$ 13,354.00	\$ 13,687.00	\$ 14,020.00	\$ 14,373.00	\$ 14,727.00	\$ 15,101.00	\$ 15,476.00	\$ 15,871.00	\$ 16,266.00	\$ 16,682.00	\$ 17,098.00	Continue to Tier A Pay Plan for next Increase
	\$ 500.80	\$ 513.60	\$ 526.40	\$ 539.20	\$ 552.80	\$ 566.40	\$ 580.80	\$ 595.20	\$ 610.40	\$ 625.60	\$ 641.60	\$ 657.60	
	\$ 6.26	\$ 6.42	\$ 6.58	\$ 6.74	\$ 6.91	\$ 7.08	\$ 7.26	\$ 7.44	\$ 7.63	\$ 7.82	\$ 8.02	\$ 8.22	
2	\$ 13,354.00	\$ 13,687.00	\$ 14,020.00	\$ 14,373.00	\$ 14,727.00	\$ 15,101.00	\$ 15,476.00	\$ 15,871.00	\$ 16,266.00	\$ 16,682.00	\$ 17,098.00	\$ 17,535.00	
	\$ 513.60	\$ 526.40	\$ 539.20	\$ 552.80	\$ 566.40	\$ 580.80	\$ 595.20	\$ 610.40	\$ 625.60	\$ 641.60	\$ 657.60	\$ 674.40	
	\$ 6.42	\$ 6.58	\$ 6.74	\$ 6.91	\$ 7.08	\$ 7.26	\$ 7.44	\$ 7.63	\$ 7.82	\$ 8.02	\$ 8.22	\$ 8.43	
3	\$ 13,687.00	\$ 14,020.00	\$ 14,373.00	\$ 14,727.00	\$ 15,101.00	\$ 15,476.00	\$ 15,871.00	\$ 16,266.00	\$ 16,682.00	\$ 17,098.00	\$ 17,535.00	\$ 17,972.00	
	\$ 526.40	\$ 539.20	\$ 552.80	\$ 566.40	\$ 580.80	\$ 595.20	\$ 610.40	\$ 625.60	\$ 641.60	\$ 657.60	\$ 674.40	\$ 691.20	
	\$ 6.58	\$ 6.74	\$ 6.91	\$ 7.08	\$ 7.26	\$ 7.44	\$ 7.63	\$ 7.82	\$ 8.02	\$ 8.22	\$ 8.43	\$ 8.64	
4	\$ 14,020.00	\$ 14,373.00	\$ 14,727.00	\$ 15,101.00	\$ 15,476.00	\$ 15,871.00	\$ 16,266.00	\$ 16,682.00	\$ 17,098.00	\$ 17,535.00	\$ 17,972.00	\$ 18,429.00	
	\$ 539.20	\$ 552.80	\$ 566.40	\$ 580.80	\$ 595.20	\$ 610.40	\$ 625.60	\$ 641.60	\$ 657.60	\$ 674.40	\$ 691.20	\$ 708.80	
	\$ 6.74	\$ 6.91	\$ 7.08	\$ 7.26	\$ 7.44	\$ 7.63	\$ 7.82	\$ 8.02	\$ 8.22	\$ 8.43	\$ 8.64	\$ 8.86	
5	\$ 14,373.00	\$ 14,727.00	\$ 15,101.00	\$ 15,476.00	\$ 15,871.00	\$ 16,266.00	\$ 16,682.00	\$ 17,098.00	\$ 17,535.00	\$ 17,972.00	\$ 18,429.00	\$ 18,887.00	
	\$ 552.80	\$ 566.40	\$ 580.80	\$ 595.20	\$ 610.40	\$ 625.60	\$ 641.60	\$ 657.60	\$ 674.40	\$ 691.20	\$ 708.80	\$ 726.40	
	\$ 6.91	\$ 7.08	\$ 7.26	\$ 7.44	\$ 7.63	\$ 7.82	\$ 8.02	\$ 8.22	\$ 8.43	\$ 8.64	\$ 8.86	\$ 9.08	
6	\$ 14,727.00	\$ 15,101.00	\$ 15,476.00	\$ 15,871.00	\$ 16,266.00	\$ 16,682.00	\$ 17,098.00	\$ 17,535.00	\$ 17,972.00	\$ 18,429.00	\$ 18,887.00	\$ 19,365.00	
	\$ 566.40	\$ 580.80	\$ 595.20	\$ 610.40	\$ 625.60	\$ 641.60	\$ 657.60	\$ 674.40	\$ 691.20	\$ 708.80	\$ 726.40	\$ 744.80	
	\$ 7.08	\$ 7.26	\$ 7.44	\$ 7.63	\$ 7.82	\$ 8.02	\$ 8.22	\$ 8.43	\$ 8.64	\$ 8.86	\$ 9.08	\$ 9.31	
7	\$ 15,101.00	\$ 15,476.00	\$ 15,871.00	\$ 16,266.00	\$ 16,682.00	\$ 17,098.00	\$ 17,535.00	\$ 17,972.00	\$ 18,429.00	\$ 18,887.00	\$ 19,365.00	\$ 19,844.00	
	\$ 580.80	\$ 595.20	\$ 610.40	\$ 625.60	\$ 641.60	\$ 657.60	\$ 674.40	\$ 691.20	\$ 708.80	\$ 726.40	\$ 744.80	\$ 763.20	
	\$ 7.26	\$ 7.44	\$ 7.63	\$ 7.82	\$ 8.02	\$ 8.22	\$ 8.43	\$ 8.64	\$ 8.86	\$ 9.08	\$ 9.31	\$ 9.54	
8	\$ 15,476.00	\$ 15,871.00	\$ 16,266.00	\$ 16,682.00	\$ 17,098.00	\$ 17,535.00	\$ 17,972.00	\$ 18,429.00	\$ 18,887.00	\$ 19,365.00	\$ 19,844.00	\$ 20,343.00	
	\$ 595.20	\$ 610.40	\$ 625.60	\$ 641.60	\$ 657.60	\$ 674.40	\$ 691.20	\$ 708.80	\$ 726.40	\$ 744.80	\$ 763.20	\$ 782.40	
	\$ 7.44	\$ 7.63	\$ 7.82	\$ 8.02	\$ 8.22	\$ 8.43	\$ 8.64	\$ 8.86	\$ 9.08	\$ 9.31	\$ 9.54	\$ 9.78	
9	\$ 15,871.00	\$ 16,266.00	\$ 16,682.00	\$ 17,098.00	\$ 17,535.00	\$ 17,972.00	\$ 18,429.00	\$ 18,887.00	\$ 19,365.00	\$ 19,844.00	\$ 20,343.00	\$ 20,842.00	
	\$ 610.40	\$ 625.60	\$ 641.60	\$ 657.60	\$ 674.40	\$ 691.20	\$ 708.80	\$ 726.40	\$ 744.80	\$ 763.20	\$ 782.40	\$ 801.60	
	\$ 7.63	\$ 7.82	\$ 8.02	\$ 8.22	\$ 8.43	\$ 8.64	\$ 8.86	\$ 9.08	\$ 9.31	\$ 9.54	\$ 9.78	\$ 10.02	
10	\$ 16,266.00	\$ 16,682.00	\$ 17,098.00	\$ 17,535.00	\$ 17,972.00	\$ 18,429.00	\$ 18,887.00	\$ 19,365.00	\$ 19,844.00	\$ 20,343.00	\$ 20,842.00	\$ 21,362.00	
	\$ 625.60	\$ 641.60	\$ 657.60	\$ 674.40	\$ 691.20	\$ 708.80	\$ 726.40	\$ 744.80	\$ 763.20	\$ 782.40	\$ 801.60	\$ 821.60	
	\$ 7.82	\$ 8.02	\$ 8.22	\$ 8.43	\$ 8.64	\$ 8.86	\$ 9.08	\$ 9.31	\$ 9.54	\$ 9.78	\$ 10.02	\$ 10.27	
11	\$ 16,682.00	\$ 17,098.00	\$ 17,535.00	\$ 17,972.00	\$ 18,429.00	\$ 18,887.00	\$ 19,365.00	\$ 19,844.00	\$ 20,343.00	\$ 20,842.00	\$ 21,362.00	\$ 21,903.00	
	\$ 641.60	\$ 657.60	\$ 674.40	\$ 691.20	\$ 708.80	\$ 726.40	\$ 744.80	\$ 763.20	\$ 782.40	\$ 801.60	\$ 821.60	\$ 842.40	
	\$ 8.02	\$ 8.22	\$ 8.43	\$ 8.64	\$ 8.86	\$ 9.08	\$ 9.31	\$ 9.54	\$ 9.78	\$ 10.02	\$ 10.27	\$ 10.53	
12	\$ 17,098.00	\$ 17,535.00	\$ 17,972.00	\$ 18,429.00	\$ 18,887.00	\$ 19,365.00	\$ 19,844.00	\$ 20,343.00	\$ 20,842.00	\$ 21,362.00	\$ 21,903.00	\$ 22,444.00	
	\$ 657.60	\$ 674.40	\$ 691.20	\$ 708.80	\$ 726.40	\$ 744.80	\$ 763.20	\$ 782.40	\$ 801.60	\$ 821.60	\$ 842.40	\$ 863.20	
	\$ 8.22	\$ 8.43	\$ 8.64	\$ 8.86	\$ 9.08	\$ 9.31	\$ 9.54	\$ 9.78	\$ 10.02	\$ 10.27	\$ 10.53	\$ 10.79	
13	\$ 17,535.00	\$ 17,972.00	\$ 18,429.00	\$ 18,887.00	\$ 19,365.00	\$ 19,844.00	\$ 20,343.00	\$ 20,842.00	\$ 21,362.00	\$ 21,903.00	\$ 22,444.00	\$ 23,005.00	
	\$ 674.40	\$ 691.20	\$ 708.80	\$ 726.40	\$ 744.80	\$ 763.20	\$ 782.40	\$ 801.60	\$ 821.60	\$ 842.40	\$ 863.20	\$ 884.80	
	\$ 8.43	\$ 8.64	\$ 8.86	\$ 9.08	\$ 9.31	\$ 9.54	\$ 9.78	\$ 10.02	\$ 10.27	\$ 10.53	\$ 10.79	\$ 11.06	

Schedule of Pay Grades - Tier B, Oct. 1, 1997 - Sept 30, 1998

A	B	C	D	E	F	G	H	I	J	K	L	
14	\$ 17,972.00	\$ 18,429.00	\$ 18,887.00	\$ 19,345.00	\$ 19,803.00	\$ 20,261.00	\$ 20,719.00	\$ 21,177.00	\$ 21,635.00	\$ 22,093.00	\$ 22,551.00	Continue to
	\$ 691.20	\$ 708.80	\$ 726.40	\$ 744.80	\$ 763.20	\$ 782.40	\$ 801.60	\$ 821.60	\$ 842.40	\$ 863.20	\$ 884.80	Tier A Pay
	\$ 8.64	\$ 8.86	\$ 9.08	\$ 9.31	\$ 9.54	\$ 9.78	\$ 10.02	\$ 10.27	\$ 10.53	\$ 10.79	\$ 11.06	Plan for next
												Increase
15	\$ 18,429.00	\$ 18,887.00	\$ 19,345.00	\$ 19,803.00	\$ 20,261.00	\$ 20,719.00	\$ 21,177.00	\$ 21,635.00	\$ 22,093.00	\$ 22,551.00	\$ 23,009.00	
	\$ 708.80	\$ 726.40	\$ 744.80	\$ 763.20	\$ 782.40	\$ 801.60	\$ 821.60	\$ 842.40	\$ 863.20	\$ 884.80	\$ 907.20	\$ 928.80
	\$ 8.86	\$ 9.08	\$ 9.31	\$ 9.54	\$ 9.78	\$ 10.02	\$ 10.27	\$ 10.53	\$ 10.79	\$ 11.06	\$ 11.34	\$ 11.62
16	\$ 18,887.00	\$ 19,345.00	\$ 19,803.00	\$ 20,261.00	\$ 20,719.00	\$ 21,177.00	\$ 21,635.00	\$ 22,093.00	\$ 22,551.00	\$ 23,009.00	\$ 23,467.00	
	\$ 726.40	\$ 744.80	\$ 763.20	\$ 782.40	\$ 801.60	\$ 821.60	\$ 842.40	\$ 863.20	\$ 884.80	\$ 907.20	\$ 929.60	\$ 952.80
	\$ 9.08	\$ 9.31	\$ 9.54	\$ 9.78	\$ 10.02	\$ 10.27	\$ 10.53	\$ 10.79	\$ 11.06	\$ 11.34	\$ 11.62	\$ 11.91
17	\$ 19,345.00	\$ 19,803.00	\$ 20,261.00	\$ 20,719.00	\$ 21,177.00	\$ 21,635.00	\$ 22,093.00	\$ 22,551.00	\$ 23,009.00	\$ 23,467.00	\$ 23,925.00	
	\$ 744.80	\$ 763.20	\$ 782.40	\$ 801.60	\$ 821.60	\$ 842.40	\$ 863.20	\$ 884.80	\$ 907.20	\$ 929.60	\$ 952.80	\$ 978.80
	\$ 9.31	\$ 9.54	\$ 9.78	\$ 10.02	\$ 10.27	\$ 10.53	\$ 10.79	\$ 11.06	\$ 11.34	\$ 11.62	\$ 11.91	\$ 12.21
18	\$ 19,803.00	\$ 20,261.00	\$ 20,719.00	\$ 21,177.00	\$ 21,635.00	\$ 22,093.00	\$ 22,551.00	\$ 23,009.00	\$ 23,467.00	\$ 23,925.00	\$ 24,383.00	
	\$ 763.20	\$ 782.40	\$ 801.60	\$ 821.60	\$ 842.40	\$ 863.20	\$ 884.80	\$ 907.20	\$ 929.60	\$ 952.80	\$ 976.80	\$ 1,001.60
	\$ 9.54	\$ 9.78	\$ 10.02	\$ 10.27	\$ 10.53	\$ 10.79	\$ 11.06	\$ 11.34	\$ 11.62	\$ 11.91	\$ 12.21	\$ 12.52
19	\$ 20,261.00	\$ 20,719.00	\$ 21,177.00	\$ 21,635.00	\$ 22,093.00	\$ 22,551.00	\$ 23,009.00	\$ 23,467.00	\$ 23,925.00	\$ 24,383.00	\$ 24,841.00	
	\$ 782.40	\$ 801.60	\$ 821.60	\$ 842.40	\$ 863.20	\$ 884.80	\$ 907.20	\$ 929.60	\$ 952.80	\$ 976.80	\$ 1,001.60	\$ 1,026.40
	\$ 9.78	\$ 10.02	\$ 10.27	\$ 10.53	\$ 10.79	\$ 11.06	\$ 11.34	\$ 11.62	\$ 11.91	\$ 12.21	\$ 12.52	\$ 12.83
20	\$ 20,719.00	\$ 21,177.00	\$ 21,635.00	\$ 22,093.00	\$ 22,551.00	\$ 23,009.00	\$ 23,467.00	\$ 23,925.00	\$ 24,383.00	\$ 24,841.00	\$ 25,299.00	
	\$ 801.60	\$ 821.60	\$ 842.40	\$ 863.20	\$ 884.80	\$ 907.20	\$ 929.60	\$ 952.80	\$ 976.80	\$ 1,001.60	\$ 1,026.40	\$ 1,052.00
	\$ 10.02	\$ 10.27	\$ 10.53	\$ 10.79	\$ 11.06	\$ 11.34	\$ 11.62	\$ 11.91	\$ 12.21	\$ 12.52	\$ 12.83	\$ 13.15
21	\$ 21,177.00	\$ 21,635.00	\$ 22,093.00	\$ 22,551.00	\$ 23,009.00	\$ 23,467.00	\$ 23,925.00	\$ 24,383.00	\$ 24,841.00	\$ 25,299.00	\$ 25,757.00	
	\$ 821.60	\$ 842.40	\$ 863.20	\$ 884.80	\$ 907.20	\$ 929.60	\$ 952.80	\$ 976.80	\$ 1,001.60	\$ 1,026.40	\$ 1,052.00	\$ 1,078.40
	\$ 10.27	\$ 10.53	\$ 10.79	\$ 11.06	\$ 11.34	\$ 11.62	\$ 11.91	\$ 12.21	\$ 12.52	\$ 12.83	\$ 13.15	\$ 13.48
22	\$ 21,635.00	\$ 22,093.00	\$ 22,551.00	\$ 23,009.00	\$ 23,467.00	\$ 23,925.00	\$ 24,383.00	\$ 24,841.00	\$ 25,299.00	\$ 25,757.00	\$ 26,215.00	
	\$ 842.40	\$ 863.20	\$ 884.80	\$ 907.20	\$ 929.60	\$ 952.80	\$ 976.80	\$ 1,001.60	\$ 1,026.40	\$ 1,052.00	\$ 1,078.40	\$ 1,105.60
	\$ 10.53	\$ 10.79	\$ 11.06	\$ 11.34	\$ 11.62	\$ 11.91	\$ 12.21	\$ 12.52	\$ 12.83	\$ 13.15	\$ 13.48	\$ 13.82
23	\$ 22,093.00	\$ 22,551.00	\$ 23,009.00	\$ 23,467.00	\$ 23,925.00	\$ 24,383.00	\$ 24,841.00	\$ 25,299.00	\$ 25,757.00	\$ 26,215.00	\$ 26,673.00	
	\$ 863.20	\$ 884.80	\$ 907.20	\$ 929.60	\$ 952.80	\$ 976.80	\$ 1,001.60	\$ 1,026.40	\$ 1,052.00	\$ 1,078.40	\$ 1,105.60	\$ 1,133.60
	\$ 10.79	\$ 11.06	\$ 11.34	\$ 11.62	\$ 11.91	\$ 12.21	\$ 12.52	\$ 12.83	\$ 13.15	\$ 13.48	\$ 13.82	\$ 14.17
24	\$ 22,551.00	\$ 23,009.00	\$ 23,467.00	\$ 23,925.00	\$ 24,383.00	\$ 24,841.00	\$ 25,299.00	\$ 25,757.00	\$ 26,215.00	\$ 26,673.00	\$ 27,131.00	
	\$ 884.80	\$ 907.20	\$ 929.60	\$ 952.80	\$ 976.80	\$ 1,001.60	\$ 1,026.40	\$ 1,052.00	\$ 1,078.40	\$ 1,105.60	\$ 1,133.60	\$ 1,161.60
	\$ 11.06	\$ 11.34	\$ 11.62	\$ 11.91	\$ 12.21	\$ 12.52	\$ 12.83	\$ 13.15	\$ 13.48	\$ 13.82	\$ 14.17	\$ 14.52
25	\$ 23,009.00	\$ 23,467.00	\$ 23,925.00	\$ 24,383.00	\$ 24,841.00	\$ 25,299.00	\$ 25,757.00	\$ 26,215.00	\$ 26,673.00	\$ 27,131.00	\$ 27,589.00	
	\$ 907.20	\$ 929.60	\$ 952.80	\$ 976.80	\$ 1,001.60	\$ 1,026.40	\$ 1,052.00	\$ 1,078.40	\$ 1,105.60	\$ 1,133.60	\$ 1,161.60	\$ 1,190.40
	\$ 11.34	\$ 11.62	\$ 11.91	\$ 12.21	\$ 12.52	\$ 12.83	\$ 13.15	\$ 13.48	\$ 13.82	\$ 14.17	\$ 14.52	\$ 14.88
26	\$ 23,467.00	\$ 23,925.00	\$ 24,383.00	\$ 24,841.00	\$ 25,299.00	\$ 25,757.00	\$ 26,215.00	\$ 26,673.00	\$ 27,131.00	\$ 27,589.00	\$ 28,047.00	
	\$ 929.60	\$ 952.80	\$ 976.80	\$ 1,001.60	\$ 1,026.40	\$ 1,052.00	\$ 1,078.40	\$ 1,105.60	\$ 1,133.60	\$ 1,161.60	\$ 1,190.40	\$ 1,220.00
	\$ 11.62	\$ 11.91	\$ 12.21	\$ 12.52	\$ 12.83	\$ 13.15	\$ 13.48	\$ 13.82	\$ 14.17	\$ 14.52	\$ 14.88	\$ 15.25

Schedule of Pay Grades - Tier B, Oct. 1, 1997 - Sept 30, 1998

A	B	C	D	E	F	G	H	I	J	K	L	Continue	
40	\$ 34,154.00	\$ 35,007.00	\$ 35,880.00	\$ 36,775.00	\$ 37,690.00	\$ 38,626.00	\$ 39,583.00	\$ 40,561.00	\$ 41,600.00	\$ 42,640.00	\$ 43,701.00	\$ 44,804.00	Tier A Pay
	\$ 1,313.60	\$ 1,346.40	\$ 1,380.00	\$ 1,414.40	\$ 1,449.60	\$ 1,485.60	\$ 1,522.40	\$ 1,560.80	\$ 1,600.00	\$ 1,640.00	\$ 1,680.80	\$ 1,723.20	Plan for next
	\$ 16.42	\$ 16.83	\$ 17.25	\$ 17.68	\$ 18.12	\$ 18.57	\$ 19.03	\$ 19.51	\$ 20.00	\$ 20.50	\$ 21.01	\$ 21.54	increase
41	\$ 35,007.00	\$ 35,880.00	\$ 36,775.00	\$ 37,690.00	\$ 38,626.00	\$ 39,583.00	\$ 40,561.00	\$ 41,600.00	\$ 42,640.00	\$ 43,701.00	\$ 44,804.00	\$ 45,927.00	
	\$ 1,346.40	\$ 1,380.00	\$ 1,414.40	\$ 1,449.60	\$ 1,485.60	\$ 1,522.40	\$ 1,560.80	\$ 1,600.00	\$ 1,640.00	\$ 1,680.80	\$ 1,723.20	\$ 1,766.40	
	\$ 16.83	\$ 17.25	\$ 17.68	\$ 18.12	\$ 18.57	\$ 19.03	\$ 19.51	\$ 20.00	\$ 20.50	\$ 21.01	\$ 21.54	\$ 22.08	
42	\$ 35,880.00	\$ 36,775.00	\$ 37,690.00	\$ 38,626.00	\$ 39,583.00	\$ 40,561.00	\$ 41,600.00	\$ 42,640.00	\$ 43,701.00	\$ 44,804.00	\$ 45,927.00	\$ 47,071.00	
	\$ 1,380.00	\$ 1,414.40	\$ 1,449.60	\$ 1,485.60	\$ 1,522.40	\$ 1,560.80	\$ 1,600.00	\$ 1,640.00	\$ 1,680.80	\$ 1,723.20	\$ 1,766.40	\$ 1,810.40	
	\$ 17.25	\$ 17.68	\$ 18.12	\$ 18.57	\$ 19.03	\$ 19.51	\$ 20.00	\$ 20.50	\$ 21.01	\$ 21.54	\$ 22.08	\$ 22.63	
43	\$ 36,775.00	\$ 37,690.00	\$ 38,626.00	\$ 39,583.00	\$ 40,561.00	\$ 41,600.00	\$ 42,640.00	\$ 43,701.00	\$ 44,804.00	\$ 45,927.00	\$ 47,071.00	\$ 48,256.00	
	\$ 1,414.40	\$ 1,449.60	\$ 1,485.60	\$ 1,522.40	\$ 1,560.80	\$ 1,600.00	\$ 1,640.00	\$ 1,680.80	\$ 1,723.20	\$ 1,766.40	\$ 1,810.40	\$ 1,856.00	
	\$ 17.68	\$ 18.12	\$ 18.57	\$ 19.03	\$ 19.51	\$ 20.00	\$ 20.50	\$ 21.01	\$ 21.54	\$ 22.08	\$ 22.63	\$ 23.20	
44	\$ 37,690.00	\$ 38,626.00	\$ 39,583.00	\$ 40,561.00	\$ 41,600.00	\$ 42,640.00	\$ 43,701.00	\$ 44,804.00	\$ 45,927.00	\$ 47,071.00	\$ 48,256.00	\$ 49,463.00	
	\$ 1,449.60	\$ 1,485.60	\$ 1,522.40	\$ 1,560.80	\$ 1,600.00	\$ 1,640.00	\$ 1,680.80	\$ 1,723.20	\$ 1,766.40	\$ 1,810.40	\$ 1,856.00	\$ 1,902.40	
	\$ 18.12	\$ 18.57	\$ 19.03	\$ 19.51	\$ 20.00	\$ 20.50	\$ 21.01	\$ 21.54	\$ 22.08	\$ 22.63	\$ 23.20	\$ 23.78	
45	\$ 38,626.00	\$ 39,583.00	\$ 40,561.00	\$ 41,600.00	\$ 42,640.00	\$ 43,701.00	\$ 44,804.00	\$ 45,927.00	\$ 47,071.00	\$ 48,256.00	\$ 49,463.00	\$ 50,690.00	
	\$ 1,485.60	\$ 1,522.40	\$ 1,560.80	\$ 1,600.00	\$ 1,640.00	\$ 1,680.80	\$ 1,723.20	\$ 1,766.40	\$ 1,810.40	\$ 1,856.00	\$ 1,902.40	\$ 1,949.60	
	\$ 18.57	\$ 19.03	\$ 19.51	\$ 20.00	\$ 20.50	\$ 21.01	\$ 21.54	\$ 22.08	\$ 22.63	\$ 23.20	\$ 23.78	\$ 24.37	
46	\$ 39,583.00	\$ 40,561.00	\$ 41,600.00	\$ 42,640.00	\$ 43,701.00	\$ 44,804.00	\$ 45,927.00	\$ 47,071.00	\$ 48,256.00	\$ 49,463.00	\$ 50,690.00	\$ 51,959.00	
	\$ 1,522.40	\$ 1,560.80	\$ 1,600.00	\$ 1,640.00	\$ 1,680.80	\$ 1,723.20	\$ 1,766.40	\$ 1,810.40	\$ 1,856.00	\$ 1,902.40	\$ 1,949.60	\$ 1,998.40	
	\$ 19.03	\$ 19.51	\$ 20.00	\$ 20.50	\$ 21.01	\$ 21.54	\$ 22.08	\$ 22.63	\$ 23.20	\$ 23.78	\$ 24.37	\$ 24.98	
47	\$ 40,561.00	\$ 41,600.00	\$ 42,640.00	\$ 43,701.00	\$ 44,804.00	\$ 45,927.00	\$ 47,071.00	\$ 48,256.00	\$ 49,463.00	\$ 50,690.00	\$ 51,959.00	\$ 53,248.00	
	\$ 1,560.80	\$ 1,600.00	\$ 1,640.00	\$ 1,680.80	\$ 1,723.20	\$ 1,766.40	\$ 1,810.40	\$ 1,856.00	\$ 1,902.40	\$ 1,949.60	\$ 1,998.40	\$ 2,048.00	
	\$ 19.51	\$ 20.00	\$ 20.50	\$ 21.01	\$ 21.54	\$ 22.08	\$ 22.63	\$ 23.20	\$ 23.78	\$ 24.37	\$ 24.98	\$ 25.60	
48	\$ 41,600.00	\$ 42,640.00	\$ 43,701.00	\$ 44,804.00	\$ 45,927.00	\$ 47,071.00	\$ 48,256.00	\$ 49,463.00	\$ 50,690.00	\$ 51,959.00	\$ 53,248.00	\$ 54,580.00	
	\$ 1,600.00	\$ 1,640.00	\$ 1,680.80	\$ 1,723.20	\$ 1,766.40	\$ 1,810.40	\$ 1,856.00	\$ 1,902.40	\$ 1,949.60	\$ 1,998.40	\$ 2,048.00	\$ 2,098.20	
	\$ 20.00	\$ 20.50	\$ 21.01	\$ 21.54	\$ 22.08	\$ 22.63	\$ 23.20	\$ 23.78	\$ 24.37	\$ 24.98	\$ 25.60	\$ 26.24	
49	\$ 42,640.00	\$ 43,701.00	\$ 44,804.00	\$ 45,927.00	\$ 47,071.00	\$ 48,256.00	\$ 49,463.00	\$ 50,690.00	\$ 51,959.00	\$ 53,248.00	\$ 54,580.00	\$ 55,952.00	
	\$ 1,640.00	\$ 1,680.80	\$ 1,723.20	\$ 1,766.40	\$ 1,810.40	\$ 1,856.00	\$ 1,902.40	\$ 1,949.60	\$ 1,998.40	\$ 2,048.00	\$ 2,098.20	\$ 2,152.00	
	\$ 20.50	\$ 21.01	\$ 21.54	\$ 22.08	\$ 22.63	\$ 23.20	\$ 23.78	\$ 24.37	\$ 24.98	\$ 25.60	\$ 26.24	\$ 26.90	
50	\$ 43,701.00	\$ 44,804.00	\$ 45,927.00	\$ 47,071.00	\$ 48,256.00	\$ 49,463.00	\$ 50,690.00	\$ 51,959.00	\$ 53,248.00	\$ 54,580.00	\$ 55,952.00	\$ 57,346.00	
	\$ 1,680.80	\$ 1,723.20	\$ 1,766.40	\$ 1,810.40	\$ 1,856.00	\$ 1,902.40	\$ 1,949.60	\$ 1,998.40	\$ 2,048.00	\$ 2,098.20	\$ 2,152.00	\$ 2,206.80	
	\$ 21.01	\$ 21.54	\$ 22.08	\$ 22.63	\$ 23.20	\$ 23.78	\$ 24.37	\$ 24.98	\$ 25.60	\$ 26.24	\$ 26.90	\$ 27.57	
51	\$ 44,804.00	\$ 45,927.00	\$ 47,071.00	\$ 48,256.00	\$ 49,463.00	\$ 50,690.00	\$ 51,959.00	\$ 53,248.00	\$ 54,580.00	\$ 55,952.00	\$ 57,346.00	\$ 58,781.00	
	\$ 1,723.20	\$ 1,766.40	\$ 1,810.40	\$ 1,856.00	\$ 1,902.40	\$ 1,949.60	\$ 1,998.40	\$ 2,048.00	\$ 2,098.20	\$ 2,152.00	\$ 2,206.80	\$ 2,260.80	
	\$ 21.54	\$ 22.08	\$ 22.63	\$ 23.20	\$ 23.78	\$ 24.37	\$ 24.98	\$ 25.60	\$ 26.24	\$ 26.90	\$ 27.57	\$ 28.28	
52	\$ 45,927.00	\$ 47,071.00	\$ 48,256.00	\$ 49,463.00	\$ 50,690.00	\$ 51,959.00	\$ 53,248.00	\$ 54,580.00	\$ 55,952.00	\$ 57,346.00	\$ 58,781.00	\$ 60,258.00	
	\$ 1,766.40	\$ 1,810.40	\$ 1,856.00	\$ 1,902.40	\$ 1,949.60	\$ 1,998.40	\$ 2,048.00	\$ 2,098.20	\$ 2,152.00	\$ 2,206.80	\$ 2,260.80	\$ 2,317.60	
	\$ 22.08	\$ 22.63	\$ 23.20	\$ 23.78	\$ 24.37	\$ 24.98	\$ 25.60	\$ 26.24	\$ 26.90	\$ 27.57	\$ 28.28	\$ 28.97	

Schedule of Pay Grades - Tier B, Oct. 1, 1997 - Sept 30, 1998

A	B	C	D	E	F	G	H	I	J	K	L	Continue to	
53	\$ 47,071.00	\$ 48,256.00	\$ 49,463.00	\$ 50,690.00	\$ 51,959.00	\$ 53,248.00	\$ 54,580.00	\$ 55,952.00	\$ 57,346.00	\$ 58,781.00	\$ 60,258.00	\$ 61,756.00	Tier A Pay
	\$ 1,810.40	\$ 1,856.00	\$ 1,902.40	\$ 1,949.60	\$ 1,998.40	\$ 2,048.00	\$ 2,099.20	\$ 2,152.00	\$ 2,205.60	\$ 2,260.80	\$ 2,317.60	\$ 2,375.20	Plan for next
	\$ 22.63	\$ 23.20	\$ 23.78	\$ 24.37	\$ 24.98	\$ 25.60	\$ 26.24	\$ 26.90	\$ 27.57	\$ 28.26	\$ 28.97	\$ 29.69	increase
54	\$ 48,256.00	\$ 49,463.00	\$ 50,690.00	\$ 51,959.00	\$ 53,248.00	\$ 54,580.00	\$ 55,952.00	\$ 57,346.00	\$ 58,781.00	\$ 60,258.00	\$ 61,756.00	\$ 63,295.00	
	\$ 1,856.00	\$ 1,902.40	\$ 1,949.60	\$ 1,998.40	\$ 2,048.00	\$ 2,099.20	\$ 2,152.00	\$ 2,205.60	\$ 2,260.80	\$ 2,317.60	\$ 2,375.20	\$ 2,434.40	
	\$ 23.20	\$ 23.78	\$ 24.37	\$ 24.98	\$ 25.60	\$ 26.24	\$ 26.90	\$ 27.57	\$ 28.26	\$ 28.97	\$ 29.69	\$ 30.43	
55	\$ 49,463.00	\$ 50,690.00	\$ 51,959.00	\$ 53,248.00	\$ 54,580.00	\$ 55,952.00	\$ 57,346.00	\$ 58,781.00	\$ 60,258.00	\$ 61,756.00	\$ 63,295.00	\$ 64,876.00	
	\$ 1,902.40	\$ 1,949.60	\$ 1,998.40	\$ 2,048.00	\$ 2,099.20	\$ 2,152.00	\$ 2,205.60	\$ 2,260.80	\$ 2,317.60	\$ 2,375.20	\$ 2,434.40	\$ 2,495.20	
	\$ 23.78	\$ 24.37	\$ 24.98	\$ 25.60	\$ 26.24	\$ 26.90	\$ 27.57	\$ 28.26	\$ 28.97	\$ 29.69	\$ 30.43	\$ 31.19	
56	\$ 50,690.00	\$ 51,959.00	\$ 53,248.00	\$ 54,580.00	\$ 55,952.00	\$ 57,346.00	\$ 58,781.00	\$ 60,258.00	\$ 61,756.00	\$ 63,295.00	\$ 64,876.00	\$ 66,498.00	
	\$ 1,949.60	\$ 1,998.40	\$ 2,048.00	\$ 2,099.20	\$ 2,152.00	\$ 2,205.60	\$ 2,260.80	\$ 2,317.60	\$ 2,375.20	\$ 2,434.40	\$ 2,495.20	\$ 2,557.60	
	\$ 24.37	\$ 24.98	\$ 25.60	\$ 26.24	\$ 26.90	\$ 27.57	\$ 28.26	\$ 28.97	\$ 29.69	\$ 30.43	\$ 31.19	\$ 31.97	
57	\$ 51,959.00	\$ 53,248.00	\$ 54,580.00	\$ 55,952.00	\$ 57,346.00	\$ 58,781.00	\$ 60,258.00	\$ 61,756.00	\$ 63,295.00	\$ 64,876.00	\$ 66,498.00	\$ 68,162.00	
	\$ 1,998.40	\$ 2,048.00	\$ 2,099.20	\$ 2,152.00	\$ 2,205.60	\$ 2,260.80	\$ 2,317.60	\$ 2,375.20	\$ 2,434.40	\$ 2,495.20	\$ 2,557.60	\$ 2,621.60	
	\$ 24.98	\$ 25.60	\$ 26.24	\$ 26.90	\$ 27.57	\$ 28.26	\$ 28.97	\$ 29.69	\$ 30.43	\$ 31.19	\$ 31.97	\$ 32.77	
58	\$ 53,248.00	\$ 54,580.00	\$ 55,952.00	\$ 57,346.00	\$ 58,781.00	\$ 60,258.00	\$ 61,756.00	\$ 63,295.00	\$ 64,876.00	\$ 66,498.00	\$ 68,162.00	\$ 69,868.00	
	\$ 2,048.00	\$ 2,099.20	\$ 2,152.00	\$ 2,205.60	\$ 2,260.80	\$ 2,317.60	\$ 2,375.20	\$ 2,434.40	\$ 2,495.20	\$ 2,557.60	\$ 2,621.60	\$ 2,687.20	
	\$ 25.60	\$ 26.24	\$ 26.90	\$ 27.57	\$ 28.26	\$ 28.97	\$ 29.69	\$ 30.43	\$ 31.19	\$ 31.97	\$ 32.77	\$ 33.59	
59	\$ 54,580.00	\$ 55,952.00	\$ 57,346.00	\$ 58,781.00	\$ 60,258.00	\$ 61,756.00	\$ 63,295.00	\$ 64,876.00	\$ 66,498.00	\$ 68,162.00	\$ 69,868.00	\$ 71,615.00	
	\$ 2,099.20	\$ 2,152.00	\$ 2,205.60	\$ 2,260.80	\$ 2,317.60	\$ 2,375.20	\$ 2,434.40	\$ 2,495.20	\$ 2,557.60	\$ 2,621.60	\$ 2,687.20	\$ 2,754.40	
	\$ 26.24	\$ 26.90	\$ 27.57	\$ 28.26	\$ 28.97	\$ 29.69	\$ 30.43	\$ 31.19	\$ 31.97	\$ 32.77	\$ 33.59	\$ 34.43	
60	\$ 55,952.00	\$ 57,346.00	\$ 58,781.00	\$ 60,258.00	\$ 61,756.00	\$ 63,295.00	\$ 64,876.00	\$ 66,498.00	\$ 68,162.00	\$ 69,868.00	\$ 71,615.00	\$ 73,404.00	
	\$ 2,152.00	\$ 2,205.60	\$ 2,260.80	\$ 2,317.60	\$ 2,375.20	\$ 2,434.40	\$ 2,495.20	\$ 2,557.60	\$ 2,621.60	\$ 2,687.20	\$ 2,754.40	\$ 2,823.20	
	\$ 26.90	\$ 27.57	\$ 28.26	\$ 28.97	\$ 29.69	\$ 30.43	\$ 31.19	\$ 31.97	\$ 32.77	\$ 33.59	\$ 34.43	\$ 35.29	
61	\$ 57,346.00	\$ 58,781.00	\$ 60,258.00	\$ 61,756.00	\$ 63,295.00	\$ 64,876.00	\$ 66,498.00	\$ 68,162.00	\$ 69,868.00	\$ 71,615.00	\$ 73,404.00	\$ 75,234.00	
	\$ 2,205.60	\$ 2,260.80	\$ 2,317.60	\$ 2,375.20	\$ 2,434.40	\$ 2,495.20	\$ 2,557.60	\$ 2,621.60	\$ 2,687.20	\$ 2,754.40	\$ 2,823.20	\$ 2,893.60	
	\$ 27.57	\$ 28.26	\$ 28.97	\$ 29.69	\$ 30.43	\$ 31.19	\$ 31.97	\$ 32.77	\$ 33.59	\$ 34.43	\$ 35.29	\$ 36.17	

Schedule of Pay Grades- Tier B, October 1, 1998 - Sept. 30, 1999

A	B	C	D	E	F	G	H	I	J	K	L		
1	\$ 13,292.00	\$ 13,604.00	\$ 13,936.00	\$ 14,290.00	\$ 14,644.00	\$ 15,018.00	\$ 15,392.00	\$ 15,788.00	\$ 16,183.00	\$ 16,578.00	\$ 16,994.00	\$ 17,410.00	Continue to Tier A Pay
	\$ 511.20	\$ 523.20	\$ 536.00	\$ 549.60	\$ 563.20	\$ 577.60	\$ 592.00	\$ 607.20	\$ 622.40	\$ 637.60	\$ 653.60	\$ 669.60	Plan for next increase
	\$ 6.39	\$ 6.54	\$ 6.70	\$ 6.87	\$ 7.04	\$ 7.22	\$ 7.40	\$ 7.59	\$ 7.78	\$ 7.97	\$ 8.17	\$ 8.37	
2	\$ 13,604.00	\$ 13,936.00	\$ 14,290.00	\$ 14,644.00	\$ 15,018.00	\$ 15,392.00	\$ 15,788.00	\$ 16,183.00	\$ 16,578.00	\$ 16,994.00	\$ 17,410.00	\$ 17,847.00	
	\$ 523.20	\$ 536.00	\$ 549.60	\$ 563.20	\$ 577.60	\$ 592.00	\$ 607.20	\$ 622.40	\$ 637.60	\$ 653.60	\$ 669.60	\$ 686.40	
	\$ 6.54	\$ 6.70	\$ 6.87	\$ 7.04	\$ 7.22	\$ 7.40	\$ 7.59	\$ 7.78	\$ 7.97	\$ 8.17	\$ 8.37	\$ 8.58	
3	\$ 13,936.00	\$ 14,290.00	\$ 14,644.00	\$ 15,018.00	\$ 15,392.00	\$ 15,788.00	\$ 16,183.00	\$ 16,578.00	\$ 16,994.00	\$ 17,410.00	\$ 17,847.00	\$ 18,284.00	
	\$ 536.00	\$ 549.60	\$ 563.20	\$ 577.60	\$ 592.00	\$ 607.20	\$ 622.40	\$ 637.60	\$ 653.60	\$ 669.60	\$ 686.40	\$ 703.20	
	\$ 6.70	\$ 6.87	\$ 7.04	\$ 7.22	\$ 7.40	\$ 7.59	\$ 7.78	\$ 7.97	\$ 8.17	\$ 8.37	\$ 8.58	\$ 8.79	
4	\$ 14,290.00	\$ 14,644.00	\$ 15,018.00	\$ 15,392.00	\$ 15,788.00	\$ 16,183.00	\$ 16,578.00	\$ 16,994.00	\$ 17,410.00	\$ 17,847.00	\$ 18,284.00	\$ 18,741.00	
	\$ 549.60	\$ 563.20	\$ 577.60	\$ 592.00	\$ 607.20	\$ 622.40	\$ 637.60	\$ 653.60	\$ 669.60	\$ 686.40	\$ 703.20	\$ 720.80	
	\$ 6.87	\$ 7.04	\$ 7.22	\$ 7.40	\$ 7.59	\$ 7.78	\$ 7.97	\$ 8.17	\$ 8.37	\$ 8.58	\$ 8.79	\$ 9.01	
5	\$ 14,644.00	\$ 15,018.00	\$ 15,392.00	\$ 15,788.00	\$ 16,183.00	\$ 16,578.00	\$ 16,994.00	\$ 17,410.00	\$ 17,847.00	\$ 18,284.00	\$ 18,741.00	\$ 19,220.00	
	\$ 563.20	\$ 577.60	\$ 592.00	\$ 607.20	\$ 622.40	\$ 637.60	\$ 653.60	\$ 669.60	\$ 686.40	\$ 703.20	\$ 720.80	\$ 739.20	
	\$ 7.04	\$ 7.22	\$ 7.40	\$ 7.59	\$ 7.78	\$ 7.97	\$ 8.17	\$ 8.37	\$ 8.58	\$ 8.79	\$ 9.01	\$ 9.24	
6	\$ 15,018.00	\$ 15,392.00	\$ 15,788.00	\$ 16,183.00	\$ 16,578.00	\$ 16,994.00	\$ 17,410.00	\$ 17,847.00	\$ 18,284.00	\$ 18,741.00	\$ 19,220.00	\$ 19,698.00	
	\$ 577.60	\$ 592.00	\$ 607.20	\$ 622.40	\$ 637.60	\$ 653.60	\$ 669.60	\$ 686.40	\$ 703.20	\$ 720.80	\$ 739.20	\$ 757.60	
	\$ 7.22	\$ 7.40	\$ 7.59	\$ 7.78	\$ 7.97	\$ 8.17	\$ 8.37	\$ 8.58	\$ 8.79	\$ 9.01	\$ 9.24	\$ 9.47	
7	\$ 15,392.00	\$ 15,788.00	\$ 16,183.00	\$ 16,578.00	\$ 16,994.00	\$ 17,410.00	\$ 17,847.00	\$ 18,284.00	\$ 18,741.00	\$ 19,220.00	\$ 19,698.00	\$ 20,197.00	
	\$ 592.00	\$ 607.20	\$ 622.40	\$ 637.60	\$ 653.60	\$ 669.60	\$ 686.40	\$ 703.20	\$ 720.80	\$ 739.20	\$ 757.60	\$ 776.80	
	\$ 7.40	\$ 7.59	\$ 7.78	\$ 7.97	\$ 8.17	\$ 8.37	\$ 8.58	\$ 8.79	\$ 9.01	\$ 9.24	\$ 9.47	\$ 9.71	
8	\$ 15,788.00	\$ 16,183.00	\$ 16,578.00	\$ 16,994.00	\$ 17,410.00	\$ 17,847.00	\$ 18,284.00	\$ 18,741.00	\$ 19,220.00	\$ 19,698.00	\$ 20,197.00	\$ 20,696.00	
	\$ 607.20	\$ 622.40	\$ 637.60	\$ 653.60	\$ 669.60	\$ 686.40	\$ 703.20	\$ 720.80	\$ 739.20	\$ 757.60	\$ 776.80	\$ 796.00	
	\$ 7.59	\$ 7.78	\$ 7.97	\$ 8.17	\$ 8.37	\$ 8.58	\$ 8.79	\$ 9.01	\$ 9.24	\$ 9.47	\$ 9.71	\$ 9.95	
9	\$ 16,183.00	\$ 16,578.00	\$ 16,994.00	\$ 17,410.00	\$ 17,847.00	\$ 18,284.00	\$ 18,741.00	\$ 19,220.00	\$ 19,698.00	\$ 20,197.00	\$ 20,696.00	\$ 21,216.00	
	\$ 622.40	\$ 637.60	\$ 653.60	\$ 669.60	\$ 686.40	\$ 703.20	\$ 720.80	\$ 739.20	\$ 757.60	\$ 776.80	\$ 796.00	\$ 816.00	
	\$ 7.78	\$ 7.97	\$ 8.17	\$ 8.37	\$ 8.58	\$ 8.79	\$ 9.01	\$ 9.24	\$ 9.47	\$ 9.71	\$ 9.95	\$ 10.20	
10	\$ 16,578.00	\$ 16,994.00	\$ 17,410.00	\$ 17,847.00	\$ 18,284.00	\$ 18,741.00	\$ 19,220.00	\$ 19,698.00	\$ 20,197.00	\$ 20,696.00	\$ 21,216.00	\$ 21,757.00	
	\$ 637.60	\$ 653.60	\$ 669.60	\$ 686.40	\$ 703.20	\$ 720.80	\$ 739.20	\$ 757.60	\$ 776.80	\$ 796.00	\$ 816.00	\$ 836.80	
	\$ 7.97	\$ 8.17	\$ 8.37	\$ 8.58	\$ 8.79	\$ 9.01	\$ 9.24	\$ 9.47	\$ 9.71	\$ 9.95	\$ 10.20	\$ 10.46	
11	\$ 16,994.00	\$ 17,410.00	\$ 17,847.00	\$ 18,284.00	\$ 18,741.00	\$ 19,220.00	\$ 19,698.00	\$ 20,197.00	\$ 20,696.00	\$ 21,216.00	\$ 21,757.00	\$ 22,298.00	
	\$ 653.60	\$ 669.60	\$ 686.40	\$ 703.20	\$ 720.80	\$ 739.20	\$ 757.60	\$ 776.80	\$ 796.00	\$ 816.00	\$ 836.80	\$ 857.60	
	\$ 8.17	\$ 8.37	\$ 8.58	\$ 8.79	\$ 9.01	\$ 9.24	\$ 9.47	\$ 9.71	\$ 9.95	\$ 10.20	\$ 10.46	\$ 10.72	
12	\$ 17,410.00	\$ 17,847.00	\$ 18,284.00	\$ 18,741.00	\$ 19,220.00	\$ 19,698.00	\$ 20,197.00	\$ 20,696.00	\$ 21,216.00	\$ 21,757.00	\$ 22,298.00	\$ 22,860.00	
	\$ 669.60	\$ 686.40	\$ 703.20	\$ 720.80	\$ 739.20	\$ 757.60	\$ 776.80	\$ 796.00	\$ 816.00	\$ 836.80	\$ 857.60	\$ 879.20	
	\$ 8.37	\$ 8.58	\$ 8.79	\$ 9.01	\$ 9.24	\$ 9.47	\$ 9.71	\$ 9.95	\$ 10.20	\$ 10.46	\$ 10.72	\$ 10.99	
13	\$ 17,847.00	\$ 18,284.00	\$ 18,741.00	\$ 19,220.00	\$ 19,698.00	\$ 20,197.00	\$ 20,696.00	\$ 21,216.00	\$ 21,757.00	\$ 22,298.00	\$ 22,860.00	\$ 23,421.00	
	\$ 686.40	\$ 703.20	\$ 720.80	\$ 739.20	\$ 757.60	\$ 776.80	\$ 796.00	\$ 816.00	\$ 836.80	\$ 857.60	\$ 879.20	\$ 900.80	
	\$ 8.58	\$ 8.79	\$ 9.01	\$ 9.24	\$ 9.47	\$ 9.71	\$ 9.95	\$ 10.20	\$ 10.46	\$ 10.72	\$ 10.98	\$ 11.26	

Schedule of Pay Grades- Tier B, October 1, 1998 - Sept. 30, 1999

A	B	C	D	E	F	G	H	I	J	K	L	Continue to
27	\$ 25,231.00	\$ 25,855.00	\$ 27,165.00	\$ 27,852.00	\$ 28,538.00	\$ 29,245.00	\$ 29,973.00	\$ 30,722.00	\$ 31,492.00	\$ 32,282.00	\$ 33,093.00	Tier A Pay
	\$ 970.40	\$ 984.40	\$ 1,044.80	\$ 1,071.20	\$ 1,097.60	\$ 1,124.80	\$ 1,152.80	\$ 1,181.60	\$ 1,211.20	\$ 1,241.60	\$ 1,272.80	Plan for next
	\$ 12.13	\$ 12.43	\$ 13.06	\$ 13.39	\$ 13.72	\$ 14.06	\$ 14.41	\$ 14.77	\$ 15.14	\$ 15.52	\$ 15.91	increase
28	\$ 25,855.00	\$ 26,500.00	\$ 27,852.00	\$ 28,538.00	\$ 29,245.00	\$ 29,973.00	\$ 30,722.00	\$ 31,492.00	\$ 32,282.00	\$ 33,093.00	\$ 33,925.00	
	\$ 984.40	\$ 1,019.20	\$ 1,044.80	\$ 1,071.20	\$ 1,097.60	\$ 1,124.80	\$ 1,152.80	\$ 1,181.60	\$ 1,211.20	\$ 1,241.60	\$ 1,272.80	
	\$ 12.43	\$ 12.74	\$ 13.06	\$ 13.39	\$ 13.72	\$ 14.06	\$ 14.41	\$ 14.77	\$ 15.14	\$ 15.52	\$ 15.91	
29	\$ 26,500.00	\$ 27,165.00	\$ 28,538.00	\$ 29,245.00	\$ 29,973.00	\$ 30,722.00	\$ 31,492.00	\$ 32,282.00	\$ 33,093.00	\$ 33,925.00	\$ 34,778.00	
	\$ 1,019.20	\$ 1,044.80	\$ 1,097.60	\$ 1,124.80	\$ 1,152.80	\$ 1,181.60	\$ 1,211.20	\$ 1,241.60	\$ 1,272.80	\$ 1,304.80	\$ 1,337.60	
	\$ 12.74	\$ 13.06	\$ 13.39	\$ 13.72	\$ 14.06	\$ 14.41	\$ 14.77	\$ 15.14	\$ 15.52	\$ 15.91	\$ 16.31	
30	\$ 27,165.00	\$ 27,852.00	\$ 29,245.00	\$ 29,973.00	\$ 30,722.00	\$ 31,492.00	\$ 32,282.00	\$ 33,093.00	\$ 33,925.00	\$ 34,778.00	\$ 35,652.00	
	\$ 1,044.80	\$ 1,071.20	\$ 1,097.60	\$ 1,124.80	\$ 1,152.80	\$ 1,181.60	\$ 1,211.20	\$ 1,241.60	\$ 1,272.80	\$ 1,304.80	\$ 1,337.60	
	\$ 13.06	\$ 13.39	\$ 13.72	\$ 14.06	\$ 14.41	\$ 14.77	\$ 15.14	\$ 15.52	\$ 15.91	\$ 16.31	\$ 16.72	
31	\$ 27,852.00	\$ 28,538.00	\$ 29,245.00	\$ 30,722.00	\$ 31,492.00	\$ 32,282.00	\$ 33,093.00	\$ 33,925.00	\$ 34,778.00	\$ 35,652.00	\$ 36,546.00	
	\$ 1,071.20	\$ 1,097.60	\$ 1,124.80	\$ 1,152.80	\$ 1,181.60	\$ 1,211.20	\$ 1,241.60	\$ 1,272.80	\$ 1,304.80	\$ 1,337.60	\$ 1,405.60	
	\$ 13.39	\$ 13.72	\$ 14.06	\$ 14.41	\$ 14.77	\$ 15.14	\$ 15.52	\$ 15.91	\$ 16.31	\$ 16.72	\$ 17.14	
32	\$ 28,538.00	\$ 29,245.00	\$ 30,722.00	\$ 31,492.00	\$ 32,282.00	\$ 33,093.00	\$ 33,925.00	\$ 34,778.00	\$ 35,652.00	\$ 36,546.00	\$ 37,461.00	
	\$ 1,097.60	\$ 1,124.80	\$ 1,152.80	\$ 1,181.60	\$ 1,211.20	\$ 1,241.60	\$ 1,272.80	\$ 1,304.80	\$ 1,337.60	\$ 1,371.20	\$ 1,440.80	
	\$ 13.72	\$ 14.06	\$ 14.41	\$ 14.77	\$ 15.14	\$ 15.52	\$ 15.91	\$ 16.31	\$ 16.72	\$ 17.14	\$ 17.57	
33	\$ 29,245.00	\$ 29,973.00	\$ 30,722.00	\$ 31,492.00	\$ 32,282.00	\$ 33,093.00	\$ 33,925.00	\$ 34,778.00	\$ 35,652.00	\$ 36,546.00	\$ 37,461.00	
	\$ 1,124.80	\$ 1,152.80	\$ 1,181.60	\$ 1,211.20	\$ 1,241.60	\$ 1,272.80	\$ 1,304.80	\$ 1,337.60	\$ 1,371.20	\$ 1,405.60	\$ 1,476.80	
	\$ 14.06	\$ 14.41	\$ 14.77	\$ 15.14	\$ 15.52	\$ 15.91	\$ 16.31	\$ 16.72	\$ 17.14	\$ 17.57	\$ 18.01	
34	\$ 29,973.00	\$ 30,722.00	\$ 31,492.00	\$ 32,282.00	\$ 33,093.00	\$ 33,925.00	\$ 34,778.00	\$ 35,652.00	\$ 36,546.00	\$ 37,461.00	\$ 38,397.00	
	\$ 1,152.80	\$ 1,181.60	\$ 1,211.20	\$ 1,241.60	\$ 1,272.80	\$ 1,304.80	\$ 1,337.60	\$ 1,371.20	\$ 1,405.60	\$ 1,440.80	\$ 1,513.60	
	\$ 14.41	\$ 14.77	\$ 15.14	\$ 15.52	\$ 15.91	\$ 16.31	\$ 16.72	\$ 17.14	\$ 17.57	\$ 18.01	\$ 18.46	
35	\$ 30,722.00	\$ 31,492.00	\$ 32,282.00	\$ 33,093.00	\$ 33,925.00	\$ 34,778.00	\$ 35,652.00	\$ 36,546.00	\$ 37,461.00	\$ 38,397.00	\$ 39,354.00	
	\$ 1,181.60	\$ 1,211.20	\$ 1,241.60	\$ 1,272.80	\$ 1,304.80	\$ 1,337.60	\$ 1,371.20	\$ 1,405.60	\$ 1,440.80	\$ 1,476.80	\$ 1,551.20	
	\$ 14.77	\$ 15.14	\$ 15.52	\$ 15.91	\$ 16.31	\$ 16.72	\$ 17.14	\$ 17.57	\$ 18.01	\$ 18.46	\$ 19.39	
36	\$ 31,492.00	\$ 32,282.00	\$ 33,093.00	\$ 33,925.00	\$ 34,778.00	\$ 35,652.00	\$ 36,546.00	\$ 37,461.00	\$ 38,397.00	\$ 39,354.00	\$ 40,332.00	
	\$ 1,211.20	\$ 1,241.60	\$ 1,272.80	\$ 1,304.80	\$ 1,337.60	\$ 1,371.20	\$ 1,405.60	\$ 1,440.80	\$ 1,476.80	\$ 1,513.60	\$ 1,589.60	
	\$ 15.14	\$ 15.52	\$ 15.91	\$ 16.31	\$ 16.72	\$ 17.14	\$ 17.57	\$ 18.01	\$ 18.46	\$ 18.92	\$ 19.87	
37	\$ 32,282.00	\$ 33,093.00	\$ 33,925.00	\$ 34,778.00	\$ 35,652.00	\$ 36,546.00	\$ 37,461.00	\$ 38,397.00	\$ 39,354.00	\$ 40,332.00	\$ 41,330.00	
	\$ 1,241.60	\$ 1,272.80	\$ 1,304.80	\$ 1,337.60	\$ 1,371.20	\$ 1,405.60	\$ 1,440.80	\$ 1,476.80	\$ 1,513.60	\$ 1,551.20	\$ 1,629.60	
	\$ 15.52	\$ 15.91	\$ 16.31	\$ 16.72	\$ 17.14	\$ 17.57	\$ 18.01	\$ 18.46	\$ 18.92	\$ 19.39	\$ 20.37	
38	\$ 33,093.00	\$ 33,925.00	\$ 34,778.00	\$ 35,652.00	\$ 36,546.00	\$ 37,461.00	\$ 38,397.00	\$ 39,354.00	\$ 40,332.00	\$ 41,330.00	\$ 42,370.00	
	\$ 1,272.80	\$ 1,304.80	\$ 1,337.60	\$ 1,371.20	\$ 1,405.60	\$ 1,440.80	\$ 1,476.80	\$ 1,513.60	\$ 1,551.20	\$ 1,589.60	\$ 1,670.40	
	\$ 15.91	\$ 16.31	\$ 16.72	\$ 17.14	\$ 17.57	\$ 18.01	\$ 18.46	\$ 18.92	\$ 19.39	\$ 19.87	\$ 20.88	
39	\$ 33,925.00	\$ 34,778.00	\$ 35,652.00	\$ 36,546.00	\$ 37,461.00	\$ 38,397.00	\$ 39,354.00	\$ 40,332.00	\$ 41,330.00	\$ 42,370.00	\$ 43,431.00	
	\$ 1,304.80	\$ 1,337.60	\$ 1,371.20	\$ 1,405.60	\$ 1,440.80	\$ 1,476.80	\$ 1,513.60	\$ 1,551.20	\$ 1,589.60	\$ 1,629.60	\$ 1,712.00	
	\$ 16.31	\$ 16.72	\$ 17.14	\$ 17.57	\$ 18.01	\$ 18.46	\$ 18.92	\$ 19.39	\$ 19.87	\$ 20.37	\$ 21.40	

Schedule of Pay Grades- Tier B, October 1, 1998 - Sept. 30, 1999

A	B	C	D	E	F	G	H	I	J	K	L	
53	\$ 47,944.00	\$ 49,151.00	\$ 50,378.00	\$ 51,647.00	\$ 52,936.00	\$ 54,268.00	\$ 55,620.00	\$ 57,013.00	\$ 58,448.00	\$ 59,904.00	\$ 61,402.00	\$ 62,941.00
	\$ 1,844.00	\$ 1,890.40	\$ 1,937.80	\$ 1,986.40	\$ 2,036.00	\$ 2,087.20	\$ 2,139.20	\$ 2,192.80	\$ 2,248.00	\$ 2,304.00	\$ 2,361.60	\$ 2,420.80
	\$ 23.05	\$ 23.63	\$ 24.22	\$ 24.83	\$ 25.45	\$ 26.09	\$ 26.74	\$ 27.41	\$ 28.10	\$ 28.80	\$ 29.52	\$ 30.26
54	\$ 48,151.00	\$ 50,378.00	\$ 51,647.00	\$ 52,936.00	\$ 54,268.00	\$ 55,620.00	\$ 57,013.00	\$ 58,448.00	\$ 59,904.00	\$ 61,402.00	\$ 62,941.00	\$ 64,522.00
	\$ 1,890.40	\$ 1,937.80	\$ 1,986.40	\$ 2,036.00	\$ 2,087.20	\$ 2,139.20	\$ 2,192.80	\$ 2,248.00	\$ 2,304.00	\$ 2,361.60	\$ 2,420.80	\$ 2,481.60
	\$ 23.63	\$ 24.22	\$ 24.83	\$ 25.45	\$ 26.09	\$ 26.74	\$ 27.41	\$ 28.10	\$ 28.80	\$ 29.52	\$ 30.26	\$ 31.02
55	\$ 50,378.00	\$ 51,647.00	\$ 52,936.00	\$ 54,268.00	\$ 55,620.00	\$ 57,013.00	\$ 58,448.00	\$ 59,904.00	\$ 61,402.00	\$ 62,941.00	\$ 64,522.00	\$ 66,144.00
	\$ 1,937.80	\$ 1,986.40	\$ 2,036.00	\$ 2,087.20	\$ 2,139.20	\$ 2,192.80	\$ 2,248.00	\$ 2,304.00	\$ 2,361.60	\$ 2,420.80	\$ 2,481.60	\$ 2,544.00
	\$ 24.22	\$ 24.83	\$ 25.45	\$ 26.09	\$ 26.74	\$ 27.41	\$ 28.10	\$ 28.80	\$ 29.52	\$ 30.26	\$ 31.02	\$ 31.80
56	\$ 51,647.00	\$ 52,936.00	\$ 54,268.00	\$ 55,620.00	\$ 57,013.00	\$ 58,448.00	\$ 59,904.00	\$ 61,402.00	\$ 62,941.00	\$ 64,522.00	\$ 66,144.00	\$ 67,808.00
	\$ 1,986.40	\$ 2,036.00	\$ 2,087.20	\$ 2,139.20	\$ 2,192.80	\$ 2,248.00	\$ 2,304.00	\$ 2,361.60	\$ 2,420.80	\$ 2,481.60	\$ 2,544.00	\$ 2,608.00
	\$ 24.83	\$ 25.45	\$ 26.09	\$ 26.74	\$ 27.41	\$ 28.10	\$ 28.80	\$ 29.52	\$ 30.26	\$ 31.02	\$ 31.80	\$ 32.60
57	\$ 52,936.00	\$ 54,268.00	\$ 55,620.00	\$ 57,013.00	\$ 58,448.00	\$ 59,904.00	\$ 61,402.00	\$ 62,941.00	\$ 64,522.00	\$ 66,144.00	\$ 67,808.00	\$ 69,514.00
	\$ 2,036.00	\$ 2,087.20	\$ 2,139.20	\$ 2,192.80	\$ 2,248.00	\$ 2,304.00	\$ 2,361.60	\$ 2,420.80	\$ 2,481.60	\$ 2,544.00	\$ 2,608.00	\$ 2,673.60
	\$ 25.45	\$ 26.09	\$ 26.74	\$ 27.41	\$ 28.10	\$ 28.80	\$ 29.52	\$ 30.26	\$ 31.02	\$ 31.80	\$ 32.60	\$ 33.42
58	\$ 54,268.00	\$ 55,620.00	\$ 57,013.00	\$ 58,448.00	\$ 59,904.00	\$ 61,402.00	\$ 62,941.00	\$ 64,522.00	\$ 66,144.00	\$ 67,808.00	\$ 69,514.00	\$ 71,261.00
	\$ 2,087.20	\$ 2,139.20	\$ 2,192.80	\$ 2,248.00	\$ 2,304.00	\$ 2,361.60	\$ 2,420.80	\$ 2,481.60	\$ 2,544.00	\$ 2,608.00	\$ 2,673.60	\$ 2,740.80
	\$ 26.09	\$ 26.74	\$ 27.41	\$ 28.10	\$ 28.80	\$ 29.52	\$ 30.26	\$ 31.02	\$ 31.80	\$ 32.60	\$ 33.42	\$ 34.26
59	\$ 55,620.00	\$ 57,013.00	\$ 58,448.00	\$ 59,904.00	\$ 61,402.00	\$ 62,941.00	\$ 64,522.00	\$ 66,144.00	\$ 67,808.00	\$ 69,514.00	\$ 71,261.00	\$ 73,050.00
	\$ 2,139.20	\$ 2,192.80	\$ 2,248.00	\$ 2,304.00	\$ 2,361.60	\$ 2,420.80	\$ 2,481.60	\$ 2,544.00	\$ 2,608.00	\$ 2,673.60	\$ 2,740.80	\$ 2,809.60
	\$ 26.74	\$ 27.41	\$ 28.10	\$ 28.80	\$ 29.52	\$ 30.26	\$ 31.02	\$ 31.80	\$ 32.60	\$ 33.42	\$ 34.26	\$ 35.12
60	\$ 57,013.00	\$ 58,448.00	\$ 59,904.00	\$ 61,402.00	\$ 62,941.00	\$ 64,522.00	\$ 66,144.00	\$ 67,808.00	\$ 69,514.00	\$ 71,261.00	\$ 73,050.00	\$ 74,880.00
	\$ 2,192.80	\$ 2,248.00	\$ 2,304.00	\$ 2,361.60	\$ 2,420.80	\$ 2,481.60	\$ 2,544.00	\$ 2,608.00	\$ 2,673.60	\$ 2,740.80	\$ 2,809.60	\$ 2,880.00
	\$ 27.41	\$ 28.10	\$ 28.80	\$ 29.52	\$ 30.26	\$ 31.02	\$ 31.80	\$ 32.60	\$ 33.42	\$ 34.26	\$ 35.12	\$ 36.00
61	\$ 58,448.00	\$ 59,904.00	\$ 61,402.00	\$ 62,941.00	\$ 64,522.00	\$ 66,144.00	\$ 67,808.00	\$ 69,514.00	\$ 71,261.00	\$ 73,050.00	\$ 74,880.00	\$ 76,752.00
	\$ 2,248.00	\$ 2,304.00	\$ 2,361.60	\$ 2,420.80	\$ 2,481.60	\$ 2,544.00	\$ 2,608.00	\$ 2,673.60	\$ 2,740.80	\$ 2,809.60	\$ 2,880.00	\$ 2,952.00
	\$ 28.10	\$ 28.80	\$ 29.52	\$ 30.26	\$ 31.02	\$ 31.80	\$ 32.60	\$ 33.42	\$ 34.26	\$ 35.12	\$ 36.00	\$ 36.90

APPENDIX C

**AUTHORIZATION FOR PAYROLL
DEDUCTION FORM**

AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES, AFL-CIO
AUTHORIZATION FOR PAYROLL DEDUCTION

By _____ PLEASE PRINT _____ FIRST NAME _____ MIDDLE NAME _____
To _____ LAST NAME _____

NAME OF EMPLOYER _____ DEPARTMENT _____

Effective _____ I hereby request and authorize you to deduct from my earnings
each _____ an amount sufficient to provide for the regular payment of the current rate of
PAYROLL PERIOD _____
monthly union dues established by AFSCME Local Union No. _____, Council No. _____. The amount shall be certified by Local
Union No. _____, Council No. _____ and any change in such amount shall be so certified. The amount deducted shall be paid
to the treasurer of Local Union No. _____, Council No. _____. AFSCME. This authorization shall remain in effect unless terminated
by me during the two week period _____ to _____ of any year.

_____ STREET ADDRESS _____
_____ CITY, STATE, ZIP CODE _____

EMPLOYEE'S SIGNATURE _____
Dues, contributions or gifts to AFSCME are not deductible as charitable contributions for federal income tax purposes. Dues paid to AFSCME, however,
may qualify as business expenses and may be deductible in limited circumstances subject to various restrictions imposed by the Internal Revenue Ser-
vice.

APPENDIX D

HOLLYWOOD CHARTER, ARTICLE
X(10) PENSIONS AND RETIREMENT

ARTICLE X. PENSIONS AND RETIREMENT

Sec. 10.01. Pensions and retirement.

(1) *Establishment and Purpose.*

(a) An employees' retirement fund is hereby created, which shall be known as the employees' retirement fund of the City of Hollywood; and the prior creation of such fund by ordinance is hereby approved, ratified and confirmed.

(b) It is the legislative intent and purpose of this article to provide certain retirement, disability, death and withdrawal benefits to officers and

employees of the city in the amounts and under the terms and conditions herein set forth.

(c) The purpose of the fund is to provide an orderly means whereby employees of the city who become superannuated or otherwise incapacitated as the result of age or disability may be retired from active service without prejudice and without inflicting a hardship upon the employees retired, and to enable such employees to accumulate reserves for themselves and their beneficiaries to provide for old age, disability, death, and termination of employment, thus effecting economy and efficiency in the administration of city government.

(2) *Definitions.* As used in this article, unless a different meaning is clearly indicated by the context:

- (a) *Fund* means employees' retirement fund of the City of Hollywood.
- (b) *City* means the City of Hollywood.
- (c) *City commission* means the city commission of the city.
- (d) *Board* means the board of trustees provided for herein to administer the fund.
- (e) *Employee* means any person now or hereinafter directly employed by the city whose services are compensated in whole or in part by the city and who is employed on a permanent basis, except a police officer or firefighter. All references to employees in this Article shall mean both sexes and where the male gender is used, it shall be construed to include male and female employees.
- (f) *Member* means any employee included in the membership of the fund.
- (g) *Salary* means the amount of compensation earned by member.
- (h) *Average salary* means monthly average salary for the highest three (3) consecutive years of employment.
- (i) *Regular interest* means interest at the rate fixed by the board from time to time based upon the long-term rate of income earnable on investments but not less than four percent (4%) per annum.

(3) *Membership.* The following described employees shall be compulsorily included as members of the fund:

- (a) Any employee or official who is employed by the city on a permanent basis on or after September 30, 1958, shall become a member after six (6) months of service for the city, provided such employee is under the age of fifty-five (55) years at the date of completion of six (6) months of service.
- (b) Any employee or official in the service of

the city on September 30, 1958, who is employed on a permanent basis and who has had at least six (6) months of service for the city.

(4) *Exclusions From Membership.* The following employees of an employer shall not be members of the fund:

- (a) Any person whose services are compensated on a contractual basis, seasonal and part-time employees, and elective officials.
- (b) Members of the city commission.

(5) *Credited Service.* Each member shall receive credit for service rendered as an employee as follows:

- (a) Any employee in the service of the city on September 30, 1958, or on sick leave or on an approved leave of absence on such date, provided such leave shall not have extended for more than six (6) months after such date, shall be entitled to credit for service rendered as an employee of the city prior to October 1, 1958, for the purpose of the fund.
- (b) Each person becoming a member of the fund after September 30, 1958, shall be entitled to credit as membership service for all service rendered the city on or after October 1, 1958, for which he shall have received salary.
- (c) In computing prior service credit or membership service credit, twelve (12) months of service shall constitute a year of service and fifteen (15) days or more of service during any month shall constitute a month of service.
- (d) Service credit shall accrue in any case during all service rendered, both before and after age sixty-five (65) years, until the actual retirement of the employee.
- (e) In computing retirement benefits, fractional service of over six (6) months in the last year of service shall be considered a full year. When such an allowance is made, the employee shall pay into the fund the moneys that normally would have accrued to the fund had the employee worked the

necessary time to complete the year.

- (f) Prior service credit and membership service credit shall be allowed for such time as a member was in the service of the armed forces of the United States during war, provided such member was an employee of the city at the time of entry into military service by enlistment or induction and reentered the service of the city following his honorable discharge within a period of one hundred twenty (120) days from the date of termination of military service. Military service credit shall not exceed, in the aggregate, a period of five (5) years.
- (g) In addition to the credited service earned pursuant to subsections (5) (a)-(f) above, members, who, as of December 31, 1994, are eligible for the Early Retirement Incentive Program (ERIP) described in Section 10.01 (8)(e) hereof, or who lack five (5) or fewer years of credited service in order to be eligible for said ERIP, may apply to purchase up to five years of credited service under the following terms and conditions:
- (i) Eligibility for participation in the ERIP will be developed and mutually agreed to by the parties through a sidebar agreement to be executed no later than September 1, 1994, and which shall be attached to the AFSCME Collective Bargaining Agreement.
- (ii) Additional years of credited service may be purchased in one year increments up to a maximum of five. An apportioned year of credited service may be purchased in those instances where such apportionment would complete a full year of credited service. The purchase price for additional year(s) of credited service shall be determined by the following calculation:
- (1) The number of years requesting to be purchased.
 - (2) Multiplied by seven percent (7%).
 - (3) Multiplied by the member's salary as of the date of retirement.
- (iii) The member's accrued leave must first be used to purchase the additional year(s) of credited service. The cash value of such leave accruals will be determined by past practice. However, should the cash value of the member's leave accruals not equal the purchase price of the additional years of credited service, the member will enter into a written agreement with the city to withhold monthly installment payments from the member's Service Retirement Annuity. Such monthly installment payments shall be made without interest and shall be paid to the General Employee's Pension Fund over a period of time equal to the number of years of credited service purchased by the member. In lieu of making installment payments, a member shall have the option of paying, in full, the balance of the purchase price for the additional years of credited service on the date of Retirement.
- (iv) Any member who purchases credited service for purposes of participating in the ERIP, and who has leave accruals remaining in excess of the amounts needed to purchase such credited service, shall receive the cash value of those remaining leave balances in five (5) equal, annual installment payments. Those members who do not purchase any additional service credit, shall receive the cash value of any remaining leave balances in two (2) equal annual installment payments. Installment payments as described herein shall be without interest and shall be made not later than September 30 of each year following the date of Retirement, unless a delay of payment is requested, in writing, by the member. The City reserves the option of liquidating any remains leave balances, in full, to the member.

(6) *Optional Retirement.*

- (a) Any member may retire at his option upon or after attainment of the age of fifty-five (55) years provided such member has rendered at least twenty-five (25) years of credited service.
- (b) The service retirement annuity payable upon retirement prior to age sixty-two (62) years shall be the actuarial equivalent at the member's age of retirement of the value of the annuity at age sixty-two (62) according to the actuarial tables prescribed by the board.

(7) *Vesting.* Any member, irrespective of age, who withdraws from service after having completed at least ten (10) years of service shall have the right to receive a service retirement allowance beginning upon attainment of the age of sixty-two (62) years of the amount earned and accrued at the date of withdrawal from service, provided the member has received a withdrawal benefit.

(8) *Conditions for Retirement.*

- (a) Any member in service for twenty-five (25) years regardless of age or who has attained age fifty-five (55) with at least ten (10) years of credited service shall be permitted to retire at two and one-half percent (2½%) of the member's average salary for the highest three (3) consecutive years of credited service, multiplied by the number of years of credited service. For purposes of determining an employee's pension benefit, credited service shall not include any years in which an employee was a participant in the DROP plan.
- (b) Any member whose employment is terminated under the conditions of this section and who has less than ten (10) years of total service shall receive in lieu of a service retirement annuity, hereinafter described, a refund of his total contributions to the fund, without interest.
- (c) A deferred retirement option plan ("DROP plan") is hereby created.
 - (i) An employee covered by the Charter plan may enter into the

DROP plan on the earlier of the first day of any month following the employee's fifty-fifth birthday and tenth-year anniversary of credited service, or the first day of any month following the completion of a total of twenty-five (25) years of credited service.

- (ii) An employee electing to participate in the DROP plan must complete and execute the proper forms supplied by the personnel department. The election to participate in the DROP plan must be exercised prior to the attainment of thirty (30) years of credited service, or the right of election to participate in the DROP plan shall be forfeited.
- (iii) The duration and participation in the DROP plan shall be specified and shall not exceed a number of years which, when added to the number of years of all credited service which the member has in the retirement system, exceeds a total of thirty-two (32) years. In any event, the total participation in the DROP plan shall not exceed five (5) years and participation will end if the employee is terminated for just cause, dies or retires.
- (iv) A member may participate in the DROP plan only once and after commencement[;] the employee shall not again have the right to be a contributing member of the retirement system.
- (v) Upon the effective date of employee commencement of participation in the DROP plan, neither the employee nor the employer contribution will continue to be paid.
- (vi) For the purposes of this section, compensation and credited service shall remain as they existed on the effective date of commencement of participation in the DROP plan. The monthly retirement benefits ("DROP payments") that would have been

payable, had the member elected to cease employment and receive a service retirement allowance, shall be paid into a deferred retirement option account.

- (vii) DROP payments shall earn interest at a rate set by the board of trustees and upon termination shall, at the employee's option, be made as a lump sum payment; as an annuity based on the retirement option selected by the employee; or any other method of payment approved by the board of trustees.
- (viii) If a participant dies during the period of participation in the DROP plan, a lump sum equal to DROP payments plus interest shall be paid to the named beneficiary or, if no beneficiary is named, to the estate of the employee in addition to any other normal survivorship benefits which would be paid.
- (ix) If the participant terminates employment at the end of the specified period of participation, the employee shall receive a sum equal to DROP payments plus interest, together with the regular monthly service retirement payments.
- (x) If an employee becomes disabled during the period of DROP participation and employment is terminated because of disability, the employee shall receive payment as set forth in this section, together with any appropriate disability retirement benefit based on the salary in effect on the date the DROP participation began.
- (xi) The commission[,] by ordinance[,] shall implement the provision of the DROP plan.
- (d) Effective October 1, 1998, any member in service for twenty-five (25) years regardless

of age or who has attained age fifty-five (55) with at least ten (10) years of credited service shall be permitted to retire at three percent (3%) of the member's average salary for the highest three (3) consecutive years of credited service multiplied by the number of years of credited service multiplied by the number of years credited service. For purposes of determining the member's pension benefit, credited service shall not include any years in which the members was a participant in the DROP plan.

- (e) An Early Retirement Incentive Plan (ERIP) is hereby created as follows:
 - (i) Notwithstanding the provisions of (a), (b) and (d) above, those members who, as of December 31, 1994, satisfy the conditions for retirement set forth in Sub-section (8) hereof or, who have at least ten (10) years of credited service, five (5) of which may be purchased as provided for in Section 10.01 (5)(g), and whose age plus credited service equals or exceeds fifty-five (55), may apply to receive a Service Retirement Annuity. The Service Retirement Annuity will equal three percent (3%) of the member's average salary for the highest three (3) consecutive years of credited service. Such calculation may include one previous year of credited service, one current year of credited service and one purchased year of credited service.
 - (ii) Any purchased years of credited service may be added to the member's achieved level of credited service to reach a maximum level of credited service of twenty-seven (27) years.
 - (iii) Members participating in the ERIP shall make an irrevocable application for Retirement to the Human Resources Division no later than 5:00 P.M. on December 1, 1994. The member must actually Retire on a date prior to June 30, 1995. Such Retirement date may be extended for up to two (2) months beyond the June 30, 1995 date at the discretion of the City Manager. Retirement extensions beyond August 30, 1995 may also be granted subject to the mutual agreement between the member and the City Manager.

(iv) Members participating in the ERIP shall not be eligible to participate in the DROP plan as described in Section 10.01 (8)(c).

(v) Following Retirement, an ERIP participant will no longer be eligible for either full or part-time employment with the city.

4. Joint and last survivor, whereby the member and a designated beneficiary would receive the same amount of

(9) *Service Retirement Annuity.*

(a) Upon retirement on and after February 1, 1974, but prior to October 1, 1998, a member shall be entitled to receive a service retirement annuity equal to two and one-half percent (2½%) of his average salary for the highest three (3) consecutive years of credited service, multiplied by the number of years of credited service up to a maximum of thirty (30) years of credited service at a maximum pension rate of seventy-five percent (75%). Members who Retire on and after October 1, 1998, shall be entitled to receive a service retirement annuity equal to three percent (3%) of the member's average salary for the highest three (3) consecutive years of credited service, as calculated pursuant to Section 10.01 (8)(e)(i), multiplied by the number of years of credited service up to a maximum of twenty-seven (27) years of credited service at a maximum pension rate of eighty-one percent (81%). Proportionate credit shall be granted for any fractional part of a year of service.

(b) The service retirement annuity to be paid by the system shall be a life annuity, provided that the member shall have an option, at the date of retirement, to receive his annuity under any of the following forms:

1. Five (5) years certain and life thereafter.
2. Ten (10) years certain and life thereafter.
3. Twenty (20) years certain and life thereafter.

reduced annuity.

5. Joint and last survivor, whereby the designated beneficiary would receive half of the member's reduced annuity.

- (c) All of these optional forms shall be actuarially equated to the life annuity to which the member is entitled at date of retirement.

(10) *Adjustment of Annuities.*

- (a) Effective January 1, 1970, a member who retired prior to January 1, 1968, shall have his annuity adjusted so as to result in a minimum payment of one hundred dollars (\$100.00) per month, unless he has elected to receive his annuity under any of the options enumerated hereinabove, in which case a proportionate adjustment shall be made in accordance with the actuarial tables provided by the actuary.
- (b) Effective January 1, 1970, a member retiring after January 1, 1968, shall have his annuity adjusted to the greater of either two and one-half percent (2½%) of his highest average monthly salary for any three (3) consecutive years within his last ten (10) years of service, multiplied by the number of years of service, or one hundred dollars (\$100.00) per month. If, however, the member has elected to receive his annuity under the options enumerated hereinabove, the adjustment shall be made in accordance with the actuarial tables provided by the actuary.
- (c) There shall be payable to a retiree whose retirement date occurs after October 1, 1989, commencing three (3) years after retirement benefits begin, a two percent (2%) cost of living adjustment (COLA) in retirement benefits annually. A two-percent (2%) COLA shall not apply to the accumulation of benefits in a DROP plan account.

(11) *Disability Retirement.*

- (a) Upon total and permanent disability of a member by reason of injuries sustained while in the performance of an act of duty as an active employee of the city, resulting

in the inability of the member to perform the specific duties of his position in the service of the city, such member shall be entitled to a disability retirement annuity equal to seventy-five percent (75%) of his salary from the first day of disability.

- (b) Upon total and permanent disability of a member having at least seven (7) years of credited service, from causes other than the performance of an act of duty as an employee of the city, resulting in the inability of the member to perform the specific duties of his position in the service of the city, such member shall be entitled to a disability retirement annuity equal in rate to that provided for service retirement, but not less than twenty five percent (25%) of average salary. The disability annuities as herein provided shall continue until the member is able to return to work, or dies.
- (c) The board shall prescribe rules and regulations governing the payment of the disability benefits herein provided, prescribing the requirements for periodic investigations and medical examinations in the interest of an effective and efficient administration of these benefits.

(12) *Death Benefits.*

- (a) When an employed member of the employees' retirement fund of the City of Hollywood who has completed ten (10) years of credited service dies before retirement leaving a surviving spouse who is also the member's designated beneficiary under the retirement fund, such surviving spouse shall have the option of receiving the member's contribution to the fund, or benefit payments until his or her own death or remarriage equal to the benefit payments the deceased member would have received had he retired on the day of his death having selected to receive his annuity under form number 5, subsection 10.01(9)(b) of this Charter; provided, if the surviving spouse is not the deceased member's designated beneficiary, such surviving spouse shall receive nothing, and the designated beneficiary shall receive the member's contributions to the fund.

- (b) Upon death of a member, occurring while on retirement, or upon death of the last survivor of the retired member and his beneficiary if such member had elected a reduced service retirement annuity under a prescribed option, a payment shall be made to a beneficiary designated by the member, or to his estate, of the excess, if any, of the contributions made by the member over the total amount paid by the fund to the retired member and/or a beneficiary.

(13) *Withdrawal Benefit.*

- (a) Any member who severs his employment with the city by resignation or dismissal shall be entitled to a refund of his total contributions without interest.
- (b) Any member receiving a refund of contributions shall thereby waive, forfeit and relinquish all accrued rights in the fund including all accumulated credited service, provided that if a member who has withdrawn his contributions shall reenter the service of the city and render at least three (3) years of service following his reentry, he shall have the right to make a repayment of the refund or refunds including interest at four percent (4%) per annum for the period of his absence from service of the city, and thereby have restored to him all credited service previously forfeited by the acceptance of a refund.

(14) *Financing.*

- (a) The fund shall be financed in accordance with actuarial requirements by the following revenues:
1. Contributions by members of six percent (6%) of salary plus an additional rate not to exceed one percent (1%) of salary, as may be determined by resolution of the city commission from time to time, to be made as a deduction from salary at regular payroll periods;
 2. Contributions by the city for membership service in an amount which, when added to the members' contributions, will be sufficient to

provide actuarial reserves for the annuities and benefits earned during such service and expense of administration, which contributions shall be made concurrently with contributions by the members according to rates established by the board upon recommendation of the actuary;

3. Contributions by the city for annuities and benefits in an amount which, together with the other available funds, is sufficient to amortize the unfunded accrued liabilities for prior service credit over a forty-year period;
 4. Amounts contributed by the city for death benefits;
 5. Interest earned on investments; and
 6. Miscellaneous income accruing to the fund.
- (b) The board shall certify annually to the city commission on or before April 1 of each year the amount necessary to meet the employer's prospective liabilities to the fund for the following fiscal year.

(15) *Depository Account.* The moneys constituting the fund derived from the aforesaid revenues shall be deposited by the treasurer in an account entitled "employees' retirement fund of the City of Hollywood" and shall be subject to the laws and regulations that apply to other city funds.

(16) *Investments.* The reserves of the fund in excess of the requirements for current payments shall be invested in:

1. Bonds and notes of the United States government, including obligations of instrumentalities of the United States government of which both the principal and interest are guaranteed unconditionally by the United States government.
2. Bonds and notes of the State of Florida.
3. Bonds or evidences of indebtedness

which are general obligations of any political subdivision or municipal corporation of the State of Florida.

4. Bonds or notes which are general obligations of any other state in the United States, or of any political subdivision thereof, provided such political subdivision had a population, as shown by the last official decennial census preceding such investment, of not less than thirty thousand (30,000) inhabitants, and provided that such state or political subdivision thereof has not defaulted for a period longer than thirty (30) days in the payment of interest or principal on any of such general obligations during the period of ten (10) years next preceding such investment.
5. Bonds, debentures, notes or other obligations issued, guaranteed or assumed as to both principal and interest by the government of the Dominion of Canada or by any province of Canada or by any city of Canada which has a population, as determined by the latest official decennial census, of not less than one hundred fifty thousand (150,000) inhabitants, provided the interest and principal on such obligations are payable in United States funds.
6. Bonds or other obligations which are payable from revenues or earnings specifically pledged therefore [therefor] of a public utility in Florida, municipally owned, either directly or indirectly through any civil division, authority or public instrumentality of the municipality, provided:
 - a. The municipality operating such utility has at least twenty-five hundred (2,500) inhabitants as shown by the last official decennial census preceding such investment;
 - b. The utility has been in operation in its present form for a period of at least seven (7) years prior to the date of investment;
- c. Any bonds or obligations of such utility have not been in default within a period of five (5) years in the payment of interest or principal of any of its indebtedness;
- d. The rates for service shall be fixed according to engineering estimates so as to produce sufficient revenue or earnings to pay all operating and maintenance charges and both principal and interest on such bonds or obligations. The investment in any one (1) issue of such bonds shall not exceed twenty-five percent (25%) of such issue. The total investment in this type of security shall not exceed ten percent (10%) of the total amount of investments owned by the fund.
7. Bonds or other evidences of indebtedness including equipment, trust certificates of any railroad corporation, or of any public utility corporation, or of any industrial corporation, provided interest has been paid by the corporation on its indebtedness for at least five (5) years last past. Not more than ten percent (10%) of total investments shall consist of any one (1) issue of these bonds. Any such bonds or other evidences of indebtedness shall be of corporations of one of the states of the United States of America and shall be rated "A" or better by any two (2) out of three (3) recognized security rating concerns.
8. Stocks, preferred or common, issued or guaranteed by a corporation created or existing under the laws of the United States or any state, district or territory thereof, provided that not more than sixty (60%) percent of the total assets of the fund shall be invested in these securities; and provided further that such securities shall be listed at the date of the purchase on a major stock

exchange.

9. Time deposits or time certificates in any bank organized under the laws of the United States and of the state and in share accounts of federal savings and loan associations chartered under the laws of the United States and doing business in the state, and share in any Florida building and loan association which is a member of the federal home loan bank system, provided that such investments are fully insured; and provided further that not more than twenty-five percent (25%) of the total assets of the fund shall be invested in such institutions.
 10. Federally-insured mortgages under titles 203 and 207 of the National Housing Act limited to twenty percent (20%) of the book value of total investments.
 - (b) All bonds purchased by the board shall be registered, to the extent possible, in the name of the board, at least as to principal; and no bonds shall be purchased or sold or in any manner hypothecated except by the action of the board duly entered in the record of its proceedings.
- (17) *Management.*
- (a) The fund shall constitute a trust to operate for the exclusive benefit of the participating employees by a board of trustees of five (5) members. The board shall consist of two (2) persons designated as citizen members who shall be residents of the city, who shall be appointed by the city commission, and who shall not be identified with the city government; the city manager or the city manager's designee, ex officio; and two (2) members representing the employees, who shall be employees of the city having at least eight (8) years of credited service.
 - (b) The terms of office of the two (2) citizen members shall be three (3) years, except that the terms of the original appointees shall be as follows: one (1) appointee for one (1) year and one (1) appointee for two (2) years. The terms of office of the
 - employee trustees shall be three (3) years except that the terms of office of the original members shall be as follows: One (1) member for one (1) year and one (1) member for two (2) years.
- (c) In case of a vacancy occurring in the appointive membership, the city commission shall appoint a successor for the unexpired term of the office so vacated.
 - (d) Trustees shall serve without compensation but shall be reimbursed for any expenses incurred in connection with service as members of the board.
 - (e) The board shall elect annually from among its members a chairman.
 - (f) Meetings of the board shall be open to the public.
 - (g) The board shall formulate policy and shall be responsible for the proper operation and administration of the affairs of the fund.
 - (h)
 1. The board of trustees shall nominate annually, for the approval of the city commission, a committee on investments, consisting of three (3) members, one (1) of whom shall be the city manager or the city manager's designee. The remaining two (2) members need not necessarily be members of the board of trustees but shall preferably be officials of a bank or trust company, insurance company or an investment security concern.
 2. The function of this committee shall be to make recommendations to the board for the investment of the reserves or the sale of securities of the fund.
 3. The board of trustees shall not make any investment nor sell any securities of the fund unless recommended by the committee on investments. The members of such committee shall serve without compensation but shall be reimbursed for any expenses incurred while serving as members of the committee.
 - (i) The board shall from time to time establish

rules and regulations implementing the provisions hereof, for the proper administration of the fund and for the transaction of its business consistent with the provisions of this article. It shall adopt bylaws to define the duties of its officers and govern the conduct of its meetings.

(18) *Administration.*

- (a) For the purposes of administering the fund in accordance with the terms of this article and to execute the orders and directions of the board of trustees and the committee on investments, there shall be created in the office of the city manager a division of pensions.
- (b) The division of pensions shall be subject to all the laws, rules and regulations governing all departments, divisions and bureaus of the city government. To the extent possible, the accounts and records of the fund shall be integrated with the operations of the city government.
- (c) The city manager shall appoint a person to serve as secretary of the fund and he shall perform such other duties as may be assigned to him by the board.
- (d) The director of the department of financial services of the city shall be ex officio treasurer of the fund and shall be the official custodian of all cash and securities and books and accounts belonging to the fund which shall be maintained in a special trust fund for the account of the fund. He shall receive all moneys and securities for the account of the fund, deposit such moneys and make payments for purposes specified in this article upon vouchers signed by him and the city manager, in accordance with authorization of the board.
- (e) The secretary shall be in charge of records, files, and all papers and documents belonging to the board.
- (f) The city attorney shall be legal advisor to the board.
- (g) The city manager, subject to applicable rules and regulations governing the employment

of personnel, may employ actuarial, medical, clerical and other assistants as may be required in the operation of the fund and to effectuate the purposes of this article.

- (h) A separate corporate surety bond shall be furnished by the finance director, acceptable to the board, of such amount as the board shall designate; and surety bonds shall be taken out covering the chairman and secretary of the board, in favor of the fund, in amounts stipulated by the board.
- (i) All costs and expenses incurred in the administration of the fund shall be paid by the city, and no part of such expenses shall be charged to the retirement and benefit reserve.
- (j) Proper and adequate records and accounts shall be established and maintained which will give full effect to the requirements of this article.
- (k) An annual audit of books, accounts and records of the fund shall be made by a certified public accountant selected by the city commission.
- (l) An annual report shall be prepared by the director of the department of financial services and be certified by a certified public accountant as of the close of each fiscal year for submission to the city commission, showing the assets and liabilities of the fund at the end of such year and the income and expenditures for the year, including detailed schedules on purchases and sales of investments, a statement of securities owned by the fund and other data pertinent to the operation of the fund. A synopsis of such report may be prepared for distribution among the members of the fund.

(19) *Accounting.* The assets of the fund shall be held for the express purpose set forth in this article subject to the conditions prescribed herein. An adequate system of accounts and records shall be established and maintained to give effect to the requirements herein. All assets of the fund shall be credited to designated reserve accounts according to the purposes for which they are held, as follows:

(a) *Members' contribution reserve.* The amounts contributed by members shall be credited to this reserve. An individual account shall be maintained for each member to which such contributions shall be credited. Upon retirement or death involving the payment of an annuity or benefit, the total contribution credits shall be transferred from this reserve to the retirement reserve. Payment of member contribution credits upon separation from service or death occurring while in service shall be charged to this reserve.

(b) *City contribution reserve.*

1. All amounts contributed by the city in accordance with the provisions hereof and all income from investments and gains from investment operations shall be credited to this reserve. Losses on investments and the expense of administration of the division of pensions shall be charged hereto.
2. Upon the granting of an annuity, an amount representing the excess of the actuarial value of the annuity over the total contributions of the member shall be transferred from this reserve to the retirement reserve. Any payments by the fund above the members' contribution credits shall be charged to this reserve.
3. When it is determined by actuarial valuation that the balance in the retirement reserve is insufficient to meet the liability for the annuities chargeable thereto, an amount equal to such deficiency shall be transferred from this reserve to the retirement reserve.

(c) *Retirement reserve.* Upon the granting of an annuity for service, disability or death, the total contributions of the member in his individual account and an amount representing the actuarial value of the annuity over such contributions shall be transferred to this reserve from the members' contributions and city contribution reserves respectively. All payments on account of any annuity shall be charged to this reserve.

(d) *Actuarial studies.* An actuarial survey of the fund shall be made at least once every three (3) years by an actuary engaged by the board as a check of the mortality, turnover, disability, interest and other actuarial factors assumed in the calculation of costs and liabilities, and to vary the city's contribution rate. Any proposal for changes in the benefit schedule shall be subject to evaluation by the actuary and his report and recommendations.

(20) *Exemptions.* The right of a member to a service retirement annuity, disability retirement annuity, payment upon death, withdrawal benefit or any other right, accrued or accruing to any member or beneficiary under the provisions of this article, shall be unassignable and not be subject to sale, execution, garnishment or attachment, or any other legal process whatsoever.

(21) *Insurance.* The commission shall have the power to provide for life or disability insurance for all city employees, agents and officers in a group insurance plan approved by the commission, and to pay all or part of the premiums thereon as the commission may by resolution determine.

(Ord. O-84-14, passed 2-3-84; Am. Ord. O-90-20, passed 9-5-90; Amended by SB-3110, effective 5-5-94; Am. Ord. O-94-34, passed 7-20-94; Am. Ord. O-95-67, passed 11-1-95)

Editor's note: Ord. O-94-34 was adopted July 20, 1994, approved at an election held September 8, 1994, and is effective September 9, 1994.

Sec. 10.02. Ordinances implemented and ratified.

This article shall be deemed implemented by ordinances of the City of Hollywood not inconsistent with the provisions hereof, which ordinances in force on the effective date hereof are hereby ratified and confirmed. (Ord. O-84-14, passed 2-3-84)

Sec. 10.03. Transfer of a member to another level of government; continuation in pension plan.

When a city employee who is in the employees' retirement fund leaves the services of the city due to the transfer of that employees' function to another level of government, and the city employee goes immediately into the service of the other level of

government, and the other level of government and the city have a contractual arrangement whereby such employee may remain in the employees' retirement fund of the city, then such other employee will be allowed to remain [in] the employees' retirement fund, with the city's contribution to said fund paid by the other level of government unless otherwise so provided.
(Ord. O-84-14, passed 2-3-84)

Sec. 10.04. Assets of prior funds.

(1) The assets of the Hollywood City Employee's Supplemental Retirement System (the "supplemental plan") shall be merged into the assets of the Charter plan, and provisions will be made by ordinance for the termination of the supplemental plan, subject to preservation of the rights of those employees who are currently in the one-percent (1%) noncontributory portion of the supplemental plan ("1% supplemental plan") making an irrevocable election to remain in the one-percent (1%) supplemental plan within ninety (90) days of written notification to the employee by the retirement board of trustees.

(2) The city commission shall[,] by ordinance[,] amend the provisions of the supplemental plan to implement the provisions of section 10.04. Those employees currently in the one-percent (1%) supplemental plan who enter the Charter plan shall receive a benefit of one percent (1%) per year for each year of credited service up to the date of the city's acknowledged receipt of a member's irrevocable election pursuant to this section. In the event that a member of the supplemental plan desires to increase his benefit rate for service prior to the date of merger, he shall do so at a rate and under such terms as designated by the retirement board of trustees for the Charter plan. Those employees currently in the seven-percent (7%) contributory portion of the supplemental plan who enter the Charter plan shall receive a benefit of two and one-half percent (2½%) per year for all years of credited service. For purposes of determining whether the transferred employee is eligible for any benefits under the Charter plan, his credited service, both prior to and after the date of merger, shall be included.

(3) Members of the Employees Supplemental Retirement System shall not be eligible to participate

in the Early Retirement Incentive Program (ERIP) as described in Section 10.01 (8)(e).

(Ord. O-90-20, passed 9-5-90; Am. Ord. O-94-34, passed 7-20-94)

Editor's note: Ord. O-94-34 was adopted July 20, 1994, approved at an election held September 8, 1994, and is effective September 9, 1994.

Sec. 10.05. Coordination of pension benefits.

In the event that a city employee changes his job status with the city such that he is considered an employee pursuant to article X of the city Charter, he may become a member of the Charter plan subject to the following rules:

- (a) "Date of transfer" shall be the date when the change in job status occurs such that he is considered an employee pursuant to article X of the city Charter.
- (b) A member's total retirement benefits shall consist of a combination of the following:
 - (i) *Benefits payable by the previous plan.* The member's accumulated contributions, if any, shall remain funds of the previous plan. The member's retirement benefit payable from the previous plan shall be calculated by using benefit percentage rates and his credited service as of the date of transfer, and the greater of his salary as of the date of his termination of employment or as the date of transfer. This benefit shall be payable commencing on the member's normal retirement date pursuant to the Charter plan. The transferred employee shall not be eligible for any other benefits from the previous plan.
 - (ii) *Benefits payable by the charter plan.* For purposes of determining eligibility for retirement benefits under the Charter plan, the employee's credited service prior to and after the date of transfer shall be included. For purposes of determining the amount of benefits payable under the Charter plan, excluding death and disability benefits, only service following the date of transfer shall be included. For purposes of determining the amount of any death or disability benefits payable

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under the Charter plan, credited service both prior to and after the date of transfer shall be included.

- (c) In the event that a city employee who is a member of the Charter plan is no longer considered an employee pursuant to article X of the city Charter, the rules regarding his transfer to another retirement plan sponsored by the city shall be as set forth above, provided such other plan has appropriate language to accept transfers on the same basis.
- (d) If, prior to the date when this language regarding transferred employees becomes effective, an employee had transferred from one (1) retirement plan sponsored by the city to another and had thereby lost credit under the previous plan for his service prior to the date of transfer, his credited service under the previous plan shall be restored under the following conditions:
 - (i) The person must be an employee of the city on the date this language becomes effective.
 - (ii) Upon notification, the employee must repay to the previous plan that amount of his contributions that he received from the previous plan due to his transfer to another plan within the city. The employee will have sixty (60) days to exercise this option. He will be given one (1) year to repurchase every two (2) years of prior service.
 - (iii) All previous contributions must be repaid prior to the employee's retirement to be eligible for any benefit under the previous plan.
 - (iv) Upon satisfaction of these conditions, the employee will be credited with service in each plan as indicated in section 10.05(b).

(Ord. O-90-21, passed 9-5-90)

Sec. 10.06. Tax qualification.

In the event the city receives approval from the Internal Revenue Service for tax qualification of the Charter plan under the provisions of section 414(h)(2) of the Internal Revenue Code, such

approval shall be implemented as soon thereafter as practicable.
(Ord. O-90-20, passed 9-5-90)

APPENDIX E

**CITY RULES AND REGULATIONS
SUB-SECTION P
(CHEMICAL INTOXICATION)**

*Excerpt from the City of Hollywood Employment Rules and Regulations
(except sworn Police and Certified Fire Personnel)*

P. Chemical Intoxication

Should an employee have reported for duty, is on duty, found upon City property or is operating a City vehicle while under the influence of or while in possession of an alcoholic beverage, or any non-prescription narcotic, barbiturate, mood-ameliorating, tranquilizing, hallucinogenic, or any non-prescribed controlled substance, they shall be deemed to have consented, as a condition of employment, to a breath and/or blood and/or urine analysis when ordered by the City Manager, the Employee's Department Head or any Police Officer to take such a test. The presumptions for being under the influence of an alcoholic beverage, chemical substance or controlled substance shall be based on prudent judgment and in accordance with applicable statute. A refusal to obey an order to take such a test under the circumstances described herein shall be independent grounds for disciplinary action.

APPENDIX F

PERFORMANCE REVIEW FORM

CITY OF HOLLYWOOD, FLORIDA GENERAL EMPLOYEES PERFORMANCE APPRAISAL FORM

EMPLOYEE NAME _____

DEPT./DIVISION _____

JOB TITLE _____ EMPLOYEE NUMBER _____

ANNIVERSARY DATE _____ RATING PERIOD FROM _____ TO _____

TYPE OF REPORT (CHECK ONE):
 PROBATIONARY (6 MONTHS)
 ANNUAL
 OTHER

Performance measures for each factor, fill in the appropriate number in the space provided.

UNSATISFACTORY = (1)	IMPROVEMENT NEEDED = (2)	MEETS EXPECTATIONS = (3)	EXCEED EXPECTATIONS = (4)	EXCELLENT = (5)
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- | | |
|--|--|
| <ul style="list-style-type: none"> 1. Attendance _____ 3. Initiative _____ 5. Complies with Directives _____ 7. Job Knowledge _____ 9. Planning _____ 11. Public Contact _____ 13. Safety _____ 15. Supervision of subordinate
personnel _____ | <ul style="list-style-type: none"> 2. Production _____ 4. Co-worker Contact _____ 6. Adaptability _____ 8. Judgment _____ 10. Communications _____ 12. Uniforms _____ 14. Equipment/work area maint. _____ 16. Administrative Skills _____ |
|--|--|

(If a factor does not apply, N/A shall be filled in on the appropriate space).

A. QUALITY POINT AVERAGE _____
 (If the overall score is rated as unsatisfactory,
 the employee shall be denied a merit step
 increase)

B. ELIGIBLE FOR STEP INCREASE Yes _____ No _____

EVALUATOR'S COMMENTS - JUSTIFICATION IS REQUIRED FOR ALL FACTORS RATED 1 AND 5. INCLUDE A PLAN FOR CORRECTION OF INFERIOR AND/OR MARGINAL PERFORMANCE AS WELL AS ANY PLAN TO FURTHER DEVELOP EMPLOYEE CAPABILITIES. ATTACH ADDITIONAL SHEETS IF NECESSARY.

I have reviewed the Performance Appraisal Manual for Evaluations and have completed this Performance Appraisal Form as required.

Evaluator's Signature

Title

Date

I have reviewed and approved the rating factors and comments which include justification where required.

Reviewer's Signature

Title

Date

EMPLOYEE'S COMMENTS:

Signature certifies the employee had the opportunity to review and discuss the appraisal with the evaluator but does not necessarily mean the employee agrees with the appraisal. Employee may attach documentation in support of his/her interpretation of this evaluation.

Signature

Date

FACTOR DEFINITIONS

Items 1 through 10 must be rated.

1. **Attendance:** Regularity of attendance and punctuality.
2. **Production:** Amount and quality of work.
3. **Initiative:** To begin and follow through with a plan or task.
4. **Co-worker Contact:** Working relationships with peers, supervisors and subordinates.
5. **Complies with Directives:** Complies with rules and regulations, follows supervisor's instructions.
6. **Adaptability:** Ability to solve unusual and/or crisis situations; ability to adjust to change.
7. **Job Knowledge:** Depth of knowledge and application of job skills.
8. **Judgment:** Ability to make proper choices in decision making.
9. **Planning:** Ability to organize work and resources, set goals and attainable objectives, use time and resources effectively.
10. **Communications:** Ability to express ideas and information clearly both verbally and in writing; ability to clearly understand directions and information, both verbally and in writing.

Additional factors must be rated if applicable

11. **Public Contact:** Relations with citizens, outside agencies, and the community.
12. **Uniforms:** Appearance of work uniforms when required.
13. **Safety:** Safe performance of duties, including operation of vehicles and equipment, if applicable.
14. **Maintenance of Equipment/Work Area:** General upkeep, and repair of equipment and vehicles and/or orderliness of work areas.
15. **Supervision of Subordinate Personnel:** Ability to assign, schedule, train and supervise personnel.
16. **Administrative Skills:** Ability to plan and carry out special projects and assignments as collectively agreed to by the employee, the supervisor and the Union.

FACTOR RATING GUIDE

- | | |
|--------------------------|---|
| 1 = Unsatisfactory | The employee clearly fails to meet the minimum performance requirements on job related criteria for that specific factor. |
| 2 = Improvement needed | The employee falls below the acceptable performance requirements on job related criteria for that specific factor. |
| 3 = Meets expectations | The employee generally meets but does not exceed the performance requirements on job related criteria for that specific factor. |
| 4 = Exceeds expectations | The employee has exceeded the performance requirements on job related criteria for that specific factor. |
| 5 = Excellent | The employee far exceeds the performance requirements as job related criteria for that specific factor. Such exemplary performance is characterized by unusual accomplishments. |

APPENDIX G

SICK LEAVE POOL POLICY

SUBJECT: SICK LEAVE POOL
ORIGINAL EFFECTIVE DATE: June 1, 1995
(Revised March 25, 1997)
ORIGINATING DEPARTMENT: HUMAN RESOURCES

PURPOSE

The purpose of this program is to establish a Sick Leave Pool from which eligible and participating employees may receive benefits in cases involving non-work related catastrophic, or long-term illnesses or injuries. This program is not intended to supplement or replace the short term use of sick leave benefits. At the inception of this policy, consideration will be given to employees with pre-existing catastrophic illnesses or injuries.

POLICY

An eligible employee may authorize sick or vacation leave to be charged from his/her accrued leave and transferred to a City-wide Sick Leave Pool account. This transfer is not refundable to the participating employee account, but entitles the employee to participate in certain extended sick leave benefits. This benefit shall not be in conflict with personnel policies relative to the approval of sick leave set forth elsewhere in this manual or in existing labor contracts.

There shall be a Sick Leave Pool Committee comprised of the Director, Office of Human Resources, one member of the Executive Board of AFSCME, Local 2432 and one employee classified under the Professional Pay Plan to administer the Sick Leave Pool. One additional professional staff member of the Human Resources Division shall serve as an ex-officio member of the Committee and will represent the Director, Office of Human Resources in his absence. The role of the Committee shall be to coordinate the review and approval process of individuals receiving benefits from the Sick Leave Pool. The decision(s) of the committee affecting all aspects of the program will be final.

PROCEDURE

1. Participation in the Sick Leave Pool shall be voluntary. Regular full-time employees within the General Employee ranks (non-sworn Fire and Police personnel), including all Executive, Management, Professional and Confidential Employees, may participate in the Sick Leave Pool. The initial requirements to participate in the Sick Leave Pool is completion of one (1) year of employment and a minimum accumulation of ninety-six (96) hours on October 1st of sick and/or vacation leave. Following the initial year of participation in the Sick Leave Pool, and for the remaining years of continuous participation in the pool, employees who elect to remain in the pool need only contribute eight (8) hours of sick or vacation.

2. A participating employee may be granted Leave from the Pool only after depletion of all personal accrued sick, vacation and compensatory leave credits. Sick leave withdrawn may only be used for non-work related catastrophic, long-term illnesses or injuries of the participating employees from the Pool. The participating employee may initially be eligible to receive up to ninety (90) days of Leave from the Sick Leave Pool Account. Requests for additional Leave from the Pool are subject to approval by the Committee.
3. Eligible participants may contribute eight (8) hours of accrued sick or vacation leave to the Pool once every twelve (12) months. If the Committee finds that an insufficient amount of Leave exists in the Pool, additional Leave requests may be made from all participants. All leave contributed to the Pool shall be removed from the participating employees' Leave accounts by the Payroll Office and be placed into the Sick Leave Pool Account. Participating employees will be required to re-enroll on an annual basis to continue their participation in the program. Once enrolled, the requested amount of accumulated sick leave hours will be automatically deducted from the designated Leave accounts of participating employees and credited to the Sick Leave Pool Account. Use of the Sick Leave Pool Account will be monitored by the Office of Human Resources and the Payroll Office.
4. A participating employee shall be allowed to "donate" to the pool up to eight (8) hours of any unused or unpaid sick or vacation leave from his/her individual leave balances at the time of retirement or at the end of each leave year (September 30th). The ten (10) days of mandatory use of vacation leave by Executive, Management and Professional employees may not be used toward the contribution of time for the Sick Leave Pool Program.
5. Participation requests shall be made in writing to the Office of Human Resources. Prior to authorizing the use of Leave from the Pool, the Sick Leave Pool Committee shall require medical certification of the accident, illness or injury for the individual in which the use of Pool Leave is requested and any other medical information concerning anticipated duration of the condition and chance for recovery. The official sick leave record of the requesting employee may also be reviewed prior to any authorization of sick leave pool benefits. Such review will be used to determine if an employee has abused his/her sick leave prior to their request of Leave from the Pool. All medical records and information shall remain confidential with the Sick Leave Pool Committee.
6. A participating employee who withdraws sick leave hours from the Pool shall not be required to replace those hours, except as a regular contributing member of the Pool.
7. Any leave hours contributed to the Sick Leave Pool will be permanently forfeited to the Pool and shall be used exclusively for the purpose of carrying out the Pool's objectives.
8. Any sick leave contributed to the Sick Leave Pool by a participating employee shall be forfeited upon the employees' cancellation of membership in the Pool, retirement, or termination from City employment.

SICK LEAVE BANK ELECTION FORM

Check one of the boxes below and return to the Office of Human Resources.

- I elect to **enroll** in the Sick Leave Pool Program and authorize eight (8) hours of my accrued sick leave to be transferred to the Sick Leave Pool Program.
- I elect to **enroll** in the Sick Leave Pool Program and authorize eight (8) hours of my accrued Vacation Leave to be transferred to the Sick Leave Pool Program.
- I elect to **continue** in the Sick Leave Pool Program and authorize eight (8) hours of my accrued Vacation Leave to be transferred to the Sick Leave Pool Program.
- I elect to **continue** in the Sick Leave Pool Program and authorize eight (8) hours of my accrued Sick Leave to be transferred to the Sick Leave Pool Program.
- I do not wish to participate in the Sick Leave Pool Program at this time.

Date

phone extension

Name

Department

Signature

Social Security No.

APPENDIX H

FAMILY MEDICAL LEAVE POLICY

SUBJECT: FAMILY LEAVE
REVISED DATE: APRIL 1, 1996
ORIGINATING OFFICE: HUMAN RESOURCES

PURPOSE:

To provide a policy that is in conformance to the Family and Medical Leave Act of 1993.

POLICY:

Unless otherwise provided for in a collective bargaining agreement, all regular employees who have worked a minimum of 1250 hours while employed with the City for at least twelve (12) months in total, are eligible to take an approved unpaid leave of absence for up to twelve (12) weeks in any twelve (12) month period under particular circumstances that are critical to the existence of the family. The twelve (12) month period shall consist of the time beginning with the approved leave and extending over the subsequent twelve (12) months. Leave may be taken upon the birth of the employees child; upon the placement of a child for adoption or as precondition to adoption; when the employee is needed to care for a child, spouse or parent who has a serious health condition; or when the employee is unable to perform the functions of his/her position because of a serious health condition. A serious health condition is defined as an illness, injury, impairment, or a physical or mental condition that involves inpatient care in a hospital, hospice, a residential medical facility or continuing treatment by a health care provider.

PROCEDURE:

Employees requesting family leave will be required to utilize accrued sick or annual leave benefits before becoming eligible for any unpaid leave. Use of accrued sick or annual leave by the employee will be counted as part of the family leave time calculations. Employees will continue to be eligible for health and life insurance coverage during the leave of absence.

Employees requiring the use of family leave must submit a Family Leave Request Form to their Department Head no later than thirty (30) days prior to the need for such leave unless it is an unforeseeable emergency. When the leave requested pertains to family leave to care for a child, spouse or parent, the City may require the employee to provide medical certification from an appropriate health care provider. Each employee requesting Family Leave will receive prior written notification from the City regarding his or her approval/disapproval for their Family Leave requests.

An employee returning from family leave is entitled to the position held before the family leave began assuming that the position is vacant. If the former position is not vacant, the employee will be offered an equivalent position with no reduction in salary or benefits. Questions regarding more specific details should be directed to the Office of Human Resources.

