

R-99-290

**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, 1999

through

September 30, 2002

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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.

EMPLOYEE shall mean all persons employed by the CITY who are designated as "included" in the PERC certification #151, any amendment/clarification to that certification and any persons employed by the CITY in new or revised job titles upon which the parties have mutually agreed subsequent to execution of this Collective Bargaining Agreement.

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ARTICLE 1: RECOGNITION

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Sec. 1: The Employer recognizes, 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.

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ARTICLE 2 - REPRESENTATION BY THE CITY

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

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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).

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ARTICLE 4 - DISCRIMINATION

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

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

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

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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.

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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.

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1 **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.

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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 and
6 Union business. On all such occasions the Union President and/or representative shall
7 give notice of any such meeting to their supervisor. Approval shall not be unreasonably
8 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.

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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.

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ARTICLE 10 - WAGES

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3 **Sec. 1:** The parties agree that Tier A and Tier B of the wage schedule
4 shall be merged effective October 1, 2000 resulting in one wage schedule which is
5 contained in Appendix B.

6 Employees shall be appropriately placed in the new wage schedule and in
7 doing so, shall receive a base salary no less than the base salary they were receiving
8 on September 30, 2000.

9 Additionally, employees hired after October 1, 1994 and employed by the City
10 on September 30, 2000 on their next evaluation after reaching the appropriate "I"
11 step, shall be placed in the "J" step.

12 Employees hired on or after October 1, 1999 shall be placed in Tier B, Step A
13 and shall on October 1, 2000 be placed in the new wage schedule as contained in
14 Appendix B.

15 **Sec. 2:** The wage schedule effective October 1, 2000 shall contain a
16 differential of 2 1/2 % between each paygrade. Each paygrade shall contain a
17 minimum of twelve (12) steps with a differential of 2 1/2 % between each step.

18 **Sec. 3:** The wage schedule effective October 1, 2000 shall be increased
19 by 2.5% and effective October 1, 2001 increased by 2.5%.

20 **Sec. 4:** School Crossing Guards will be compensated in accordance with a
21 Letter of Understanding to be included as part of this Agreement.

22 **Sec. 5:** In the event that any bargaining unit representing employees
23 employed by the City, receives a COLA and/or across the board or wage increase,
24 however labeled, over and above the increase set forth in this collective bargaining
25 agreement, in any year covered by this contract, employees covered by this contract shall
26 receive an identical wage increase. This Section (5) will expire on September 30, 2002.

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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. The Human Resources
8 Division will conduct a study to determine the feasibility of whether a leadworker position
9 should be created. This study will be done in conjunction with the appointment and will be
10 completed within ninety (90) days.

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

16 **Sec. 3:** There shall be an equal opportunity to be assigned to leadworker
17 status.

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

20 **Sec. 5:** The parties agree that a classification for leadworker will be
21 established where appropriate. The City agrees to create the appropriate classification,
22 job description and pay grade. The position will be announced as "closed promotional"
23 and filled from an eligibility list.

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ARTICLE 13 - CERTIFICATION PAY

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

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

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

12 Sec. 4: If a CDL (Commercial Driver's License) is required, the City will
13 reimburse the individual for the required license fees for the initial testing and renewals.
14 For the purpose of testing/practicing a City vehicle will be provided upon approval of the
15 Department Head.
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1 **ARTICLE 14 - WORK SCHEDULING AND OVERTIME**

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

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

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

26 **Sec. 4:** The employer and the Union recognize that certain type of activities
27 operating on a continuous basis require different treatment as to hours worked, and agree
28 that in those instances, an eight (8) consecutive hour shift, including lunch period, and
29 breaks per Article 19, may be allowed. In the Public Works Department, personnel
30 assigned to beach maintenance will be permitted to operate in a flexible but not split shift

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

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

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

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

27 Sec. 8: By mutual agreement between the employer, the Union and the
28 employee involved, compensatory time at the appropriate rate may be granted in lieu of
29 premium overtime pay. Such compensatory time may be accumulated up to forty (40)
30 hours and is to be granted within the ninety (90) calendar day period succeeding the date

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

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

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

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

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1 **ARTICLE 15 - LABOR-MANAGEMENT COMMITTEE**

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

7 Police Department

8 Fire Department

9 Public Works Department

10 Public Utilities Department

11 Cultural Affairs and Recreational Services Department

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

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

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

24 **Sec. 4:** Each committee shall meet once every two (2) months or at other
25 times by mutual consent. Minutes will then be taken and kept of all meetings of each
26 committee. Meetings will be conducted during normal operating hours of the Department.
27 If the course of the meeting should extend beyond the Union designated employee's
28 normal working hours, that employee shall not be entitled to any additional compensation
29 beyond his/her normal day's wage.

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

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2 **ARTICLE 16 - VOLUNTARY DEMOTIONS/LATERAL TRANSFERS**
3

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.

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2 **ARTICLE 17 - PERFORMANCE REVIEW AND MERIT PAY INCREASES**
3

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

10 Unsatisfactory

11 Satisfactory

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

15 **Sec. 2:** Commencing October 1, 1999 the probationary period for part-time
16 employees shall be 1040 hours.

17 **Sec. 3:** Civil Service employees who receive a promotion to a new position,
18 shall, upon appointment, serve a six (6) month Promotional Probation Period and shall
19 receive two pay steps or the minimum rate of the classification, whichever is greater. On
20 or before the completion date of the Promotional Probation Period, the employee shall be
21 evaluated to determine if he/she is "Unsatisfactory" or "Satisfactory." "Unsatisfactory"
22 employees shall be returned to their previous position or classification, whichever is first
23 available. "Satisfactory" employees will continue on in their new position with a regular
24 appointment. There shall be no additional merit pay increases at this time. Those
25 employees who are successfully promoted must remain in their new position for a

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1 minimum period of twelve (12) months before being eligible for another promotion.
2 Promotions to new positions shall not change the annual salary review date of the
3 employee.

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

15 Sec. 5: All full time and part time employees are eligible to receive an
16 annual merit pay step increase, provided they have not reached the maximum of their
17 paygrade. Effective October 1, 1999 merit pay steps will be awarded on the following
18 basis or the equivalent agreed to as outlined in Section 8 of this Article:

19
20 Unsatisfactory = no increase
21 Satisfactory = one step
22 Above Satisfactory = two steps
23

24 Sec. 6: Employees who receive an "Unsatisfactory" evaluation shall be re-
25 evaluated within ninety (90) days of the evaluation. If the employee improves to a
26 "Satisfactory" rating, the employee will be eligible for a one-step merit increase if
27 applicable. Payment of the merit increase will be effective on the date the re-evaluation is
28 completed. This will not change the employee's established annual merit review date.
29 Employees who continue to be "Unsatisfactory" shall be counseled and provided a
30 detailed written explanation as to why the performance continues to be "Unsatisfactory."



1 The employee shall be given additional direction and guidance on how to improve. The
2 employer has the option to continue to evaluate the employee and to warn the employee
3 that repeated sub-standard performance is a violation of the City of Hollywood's Work
4 Rules.

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

11 Sec. 8: One annual performance review form shall be mutually agreed upon
12 by October 1, 1999 and used universally throughout the City. The City and the Union
13 agree to meet from time to time to discuss proposed changes that may be necessary to
14 amend the form, attached hereto.

15 Sec. 9: The parties recognize that a performance review system is an
16 orderly procedure that provides an employee appropriate performance feedback.
17 Therefore, a performance review may be conducted at any time during an employee's
18 employment. The system is not intended to be punitive oriented. Continued failure on the
19 part of the employee to take direction and guidance from a performance evaluation may or
20 may not lead to disciplinary action.

21 Sec. 10: If the employee's performance review is not completed by the
22 employee's annual review date it shall be assumed the employee's review was above
23 satisfactory.

24 Sec. 11: Regular part-time employees shall be evaluated after completion of
25 the original probationary period of 1040 hours using the same methodology as defined in
26 Section (4) and (5) above.

1 Sec. 12: An employee's probation shall be suspended for the period of a
2 Workers' Compensation injury. Upon returning to duty, the employee shall have thirty
3 (30) days or the period of remaining probation, whichever is greater, to establish job
4 performance toward regular appointment.

5 Sec. 13: Any full time employee at or over the maximum of his/her pay range
6 who receives an annual performance evaluation score of satisfactory or above and who is
7 in the top 10% of those employees at or above the maximum of their pay range, shall
8 receive a 5% one-time cash bonus based on their regular rate of pay. This bonus shall be
9 paid no later than the first full pay period in December of the following year of the
10 evaluation (i.e. 12/2000, 12/2001, 12/2002).



1 **ARTICLE 18 - PENSION AND PENSION PLAN**

2
3 **Sec. 1:** Employees shall receive pension benefits according to the
4 provisions of the Hollywood City Charter, Article X (10), a copy of which is attached
5 hereto and incorporated into this Agreement in Appendix "D".

6 **Sec. 2:** The following provisions have been agreed upon and shall be
7 incorporated into the attached Appendix D.

8 (a) Any employee or official who is employed by the City on a
9 permanent, non-contract basis on or after September 30,
10 1958 shall become a member after six (6) months of service
11 for the City. The normal retirement age shall be fifty-five (55)
12 years of age.

13 (b) Vesting. Any member, irrespective of age, who withdraws
14 from service after having completed at least five (5) years of
15 service shall have the right to receive a service retirement
16 allowance beginning upon attainment of the age of fifty-five
17 (55) years in an amount earned and accrued at the date of
18 withdrawal from service, provided the member has not
19 received a withdrawal benefit. All full-time temporary and
20 grant employees covered by the collective bargaining
21 agreement shall be included as members of the pension plan.

22 (c) When an employee has reached Maximum Medical
23 Improvement (MMI) or is otherwise disabled from performing
24 his/her regular duties then the City may create modified duty
25 positions and/or offer an employee any vacant position within
26 the organization before the employee is considered for
27 disability pension. The vacancy will be in the classified
28 system and a position which the employee is capable and
29 qualified to perform. He/she shall receive the identical rate of

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1 pay and benefit level while working. These employees will
2 have preference for future City position vacancies and will be
3 considered without going through the Civil Service process
4 and will be placed at the discretion of the Human Resources
5 Director. This subsection (c) shall apply prospectively and
6 shall not apply to any member injured or disabled prior to July
7 1, 1999.

8 (d) The Human Resources Director will make the final
9 determination regarding the ability of an employee to perform
10 his/her regular job duties and that determination will be based
11 on the available medical information.

12 (e) The employee (retiree) receiving a disability pension will have
13 the monthly pension amount offset by any other employment
14 income, excluding social security or workers' compensation.
15 It is the duty of the employee (retiree) to notify the City
16 Pension Board of any other earned income on April 15th of
17 each year and submit a copy of his/her Federal Income Tax
18 Return first page. This subsection (e) shall apply
19 prospectively and shall not apply to any member injured or
20 disabled prior to July 1, 1999.

21 (f) All active permanent, full-time general employees and all
22 retirees in the Contributory Pension Plan will be considered
23 members of the Plan.

24 (g) Any future changes and/or amendments to the Plan will
25 require an affirmative vote of 50% plus one of the total
26 number of Union members in the Plan and a five-sevenths
27 (5/7) affirmative vote by the City Commission.

28 (h) The Pension Board shall expand to seven (7) members. One
29 additional member shall be elected by the Retirees (to serve

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1 the same terms as other members) and shall be a retiree. On
2 additional member shall be appointed from the group not
3 presently covered by a Collective Bargaining Unit. This
4 employee member shall have some accounting or investment
5 experience and be appointed by the City Manager.

6 (i) A surviving spouse shall have the right to continue the health
7 and dental coverage provided he/she pays the designated
8 premium for such coverage.

9 (j) The Pension Plan shall provide a Pension Administrator to be
10 available to members during work hours. The Pension
11 Administrator shall be appointed by the City Manager with the
12 approval of a majority of the Pension Board. Remuneration
13 and other expenses related to the Pension Administrator shall
14 be paid through the City.

15 (k) Health care coverage shall only be provided to retired
16 employees who have ten (10) or more years vested in the
17 Pension Plan.

18 (l) Retirees shall have the right to continue their dental coverage
19 provided they pay the designated premium.

20 (m) Employees shall vest after five (5) years of service.
21 Employees with five (5) years of service shall receive the
22 appropriate pension annuity as set forth in Article 10, Section
23 10.01 (a), (b), (c) & (d) of the City Charter. Employees who
24 have vested, but who have less than ten (10) years of service
25 are not eligible to receive health care, dental coverage or the
26 DROP Plan.

27 (n) Retirees who retired prior to October 1, 1989 shall receive a
28 2% COLA, effective October 1, 1999 and thereafter shall



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receive additional COLA in accordance with Article 10, Section 10.01 (10)(c) of the City Charter.

(o) Re-opener Clause. After one year (October 1, 2000) either party may choose to reopen this Article. If negotiations do not result in agreement, the 447-impasse procedure will be used. The parties may agree mutually to re-open the Article at anytime.

(p) Employees who have retired from the General Employees Pension shall not be eligible for another pension from this fund. The above provisions are in conjunction with the April 26, 1997 Letter of Understanding contained in the previous (October 1, 1996 through September 30, 1999) collective bargaining agreement and shall be effective July 1, 1999.

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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

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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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ARTICLE 21: VOTING TIME

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

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

Sec. 3: The City shall grant such requests, provided the requirements of Sec. 2 are met, and further provided same will not substantially hinder the regular operation of the division.

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2 **ARTICLE 22: CONTRACTING OR SUB-CONTRACTING**
3

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
- 27 Underground Utilities

¹ excluding clerical and office persons

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

4 Sec. 4:

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

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

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

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

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

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

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

1 **ARTICLE 24 - LIFE AND HEALTH GROUP BENEFITS PLAN**

2
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 \$40
8 \$15 on a bi-weekly basis toward the cost of dependent coverage. The employee
9 contribution to dependent coverage will continue through the term of this Agreement,
10 unless otherwise mutually agreed by the parties. All remaining costs for such dependent
11 coverage shall be 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.

26 **Sec. 5:** Effective October 1, 1999, and continuing each October 1st of 2000
27 and 2001 all regularly scheduled part-time employees who have worked more than 1,500
28 hours in the prior fiscal year shall be eligible for the City's health insurance coverage. The
29 City shall pay one-half the premium of the coverage selected. The employee shall be
30 responsible for one-half the appropriate premium.

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2 **ARTICLE 25: SAFETY COMMITTEE, EQUIPMENT AND APPAREL**
3

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.

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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

33

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:

42
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**

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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.

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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.

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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 **ARTICLE 29 - GRIEVANCE PROCEDURE AND ARBITRATION**

2

3 **Sec. 1:** (a) The City and the Union have negotiated a grievance procedure
4 to be used for the settlement of disputes between employer and employee, or Union, or
5 group of employees, involving the interpretation or application of the collective bargaining
6 agreement. Such grievance procedure shall have as its terminal step a final and binding
7 disposition by an impartial neutral, mutually selected by the parties. However, an
8 arbitrator or other neutral shall not have the power to add to, subtract from, modify, or alter
9 the terms of the collective bargaining agreement. All employees shall have the right to a
10 fair and equitable grievance procedure, administered without regard to membership or
11 nonmembership in any organization, except that the Union shall not be required to
12 process grievances for employees who are not members of the Union.

13 (b) The Union may exercise the right to not represent non-Union
14 members of the bargaining unit in the grievance process. The Union may deny
15 assistance during any step of the grievance process. In such case, the Union will notify
16 the member and the City. Upon such notification, the City shall thereafter conduct all
17 official communication directly with the aggrieved employee(s), with a copy to the Union.
18 Further, the Union may provide representation at any step in the grievance process.
19 Should the Union enter the grievance process after the first step, it shall notify the City.

20 **Sec. 2:** Any grievance defined as a claim reasonably and suitably founded
21 on a violation of the terms and conditions of this Agreement, shall systematically follow the
22 steps outlined below as the Grievance Procedure. Any grievance filed shall refer to the
23 article(s) of this Agreement alleged to have been violated, and shall set forth the facts
24 pertaining to the alleged violation or violations, and shall include the corrective action or
25 actions requested by the aggrieved party. A grievance must be communicated in writing
26 to the employer by the employee(s) and/or the Union within fourteen (14) calendar days
27 from the events giving rise to the grievance or as soon as might reasonably be known to
28 exist, otherwise it is deemed to be waived.

29 Step 1: The aggrieved employee(s) and/or the Union shall
30 present in writing the grievance to the Department Director or his/her designee. The
31 grievance will be dated and signed by the employee(s) and/or the Union representative.

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1 The Department Head or his/her designee shall acknowledge receipt of the grievance by
2 stamping it with the date and time, with a copy to the Union. The Department Head shall,
3 within seven (7) calendar days conduct a meeting between himself/herself, the aggrieved
4 employee(s) and the Union representative. The Department Head shall give the decision
5 to the Union in writing, with a copy to the aggrieved employee(s) not later than seven (7)
6 calendar days following the meeting date.

7 Step 2: If the aggrieved employee(s) and/or the Union is not
8 satisfied with the decision rendered at Step 1, the aggrieved employee(s) and/or the
9 Union may, within seven (7) calendar days from the written decision rendered at Step 1,
10 forward the written grievance to the office of the City Manager (stamped in with date and
11 time), with a copy to the Union. The City Manager or his/her designee shall meet with the
12 aggrieved employee(s) and his/her Union representative(s) within seven (7) calendar
13 days after receipt of the grievance. The City Manager or his/her designee shall furnish a
14 copy of his/her decision, in writing, to the Union, with a copy to the aggrieved employee(s)
15 within seven (7) calendar days after the meeting.

16 Step 3: If the aggrieved employee(s) and/or the Union is not
17 satisfied with the decision rendered at Step 2, the aggrieved employee(s) and/or the
18 Union may, within fourteen (14) calendar days from receipt of the City Manager's decision,
19 submit the grievance to arbitration, by requesting a list of arbitrators from the Federal
20 Mediation and Conciliation Service (F.M.C.S.). The award of the arbitrator shall be final
21 and binding on the Union, the employee(s) and the City.

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

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

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

27 (c) A grievance not advanced to the higher step within the time frames provided
28 shall be deemed permanently withdrawn as having been settled on the basis of the
29 decision most recently given. Failure on the part of the employer or his/her designee to
30 answer or meet within the time limits provided at Step 1 or 2 will cause the grievance to be



1 considered resolved in favor of the grievant or the Union and all parties will abide by the
2 "corrective action or actions requested" on the grievance form or attachments.

3 (d) Notice that a grievance shall be advanced to the next point in the process
4 shall be given by (a) hand delivery or (b) certified mail, return receipt requested or (c) in
5 the case of notice to the Union by date stamping and depositing in the Union mailbox in
6 the Human Resources Division. Hand deliveries will be documented by a date-stamped
7 photocopy or by a dated signature of the recipient. Grievances delivered via certified mail
8 shall be considered properly advanced as of their postmark, but shall not be considered to
9 have been received by the next party until the actual date of delivery or date of refusal of
10 delivery. Grievances deposited in the Union mailbox shall be considered properly
11 advanced when date stamped, but shall not be considered received until picked up by the
12 Union, as indicated by date stamp, with a copy to the City. The clock will start the day
13 after delivery or pick up.

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

19 (f) The parties agree that in accordance with current practice, both the City and
20 the Union will have the option of electronically recording (through audio or video tape) all
21 steps of the grievance procedure as outlined in Section 2 above, including the arbitration
22 hearings.

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

24 (h) All employees covered by this Agreement who have rights under this
25 grievance procedure shall have no other right to utilize any appeal process, (specifically
26 the Civil Service Procedure) other than the grievance procedure described herein.

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

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



- 1 (k) The parties understand that, failure to discuss and process grievances in
- 2 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.

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

4 New Year's Day

5 Martin Luther King Jr.'s Birthday

6 George Washington's Birthday (President's Day)

7 Memorial Day

8 Fourth of July

9 Labor Day

10 Veteran's Day

11 Thanksgiving Day

12 Day after Thanksgiving

13 Christmas Eve

14 Christmas Day

15 New Year's Eve

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

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

27 Sec. 3: Non-sworn Police Department employees and employees of Beach
28 Safety and the Golf Course who have their holidays added to their vacation will continue
29 this practice, and in addition, will receive two (2) floating holidays per calendar year. Said
30 holidays must be requested ten (10) working days in advance of the date requested. In
31 the event of manning and scheduling conflicts, Management reserves the right to deny the
32 request for a particular day. In any event, subject personnel will receive two (2) floating
33 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.

13 Sec. 6: Effective October 1, 1999, all regularly scheduled part-time
14 employees who have worked more than 1,500 hours in the prior fiscal year shall be
15 eligible for five (5) holidays plus the employees birthday.

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ARTICLE 33 - OFFICIAL DUTY USE OF PERSONAL VEHICLE

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

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

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

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

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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.

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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.

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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 (J) 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.

3 Sec. 7: Effective October 1, 1999, all regularly scheduled part-time
4 employees who have worked more than 1,500 hours in the prior fiscal year shall be
5 eligible for 1/2 the vacation accrual.

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 7, 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 7.

13 Sec. 5: Discipline and/or counseling will be carried out in a manner which
14 does not embarrass or humiliate the employee and shall be imposed by the City no later
15 than forty-five (45) days from the time the City knows or should have known of the
16 violation.

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

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

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

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

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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.

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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.

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2 **ARTICLE 41 - SERVICE POINTS - CIVIL SERVICE EXAMS**
3

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

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

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

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

29 **Sec. 5:** The following positions shall be tested as "closed competitive"
30 promotional opportunities. Additions and deletions to this list of positions may be made
31 upon mutual agreement between the City and the Union. The term "closed competitive"
32 shall mean that an employee may compete for a promotional opportunity if 1) he/she has
33 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 Electrician II
- 29 Engineering Inspector
- 30 Head Cashier
- 31 I.D. Technician I
- 32 I.D. Technician II
- 33 I.D. Technician III

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

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2 **ARTICLE 42 - SENIORITY**
3

4 **Sec. 1: DEFINITION**

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

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

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

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

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

21 **Sec. 2: USE OF SENIORITY**

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

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

- 28 1. Efficient operation of the Department.
- 29 2. Ability to perform the assignment.
- 30 3. Seniority
- 31 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

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

32 **Sec. 3:** In the event that the City Manager, based on the City physician's
33 evaluation, determines that an employee injured on the job has reached his Maximum

1 Medical Improvement (MMI) and is no longer capable of performing his regularly assigned
2 tasks and duties as set forth in his Position Description, the employee, if he concurs with
3 said determination, shall apply for a disability pension as set forth in Article 18 within ten
4 (10) working days from his receipt of the determination by certified mail from the City. If
5 the employee fails to comply with the application requirement within the specified ten (10)
6 day period, the City has the option of discontinuing the supplemental pay and benefits
7 until the employee submits his disability retirement application. Once the employee
8 complies with the application requirement, the City shall resume the payment of full pay
9 and benefits to the employee until a decision is made by the Pension Board pursuant to
10 Article 18 of this Agreement.

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

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

26 Sec. 6: Nothing in this Article is intended to deprive and/or shall deprive an
27 employee of any rights and/or benefits to which he is entitled under the provisions of this
28 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.

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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.

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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.

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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, 2002.

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.

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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 16 day of September, 19 99.

WITNESSES:

Richard Templeton

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: 9/16/99

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

By: Mara Leibanti

Mayor

Attest: Patricia A. Coney

City Clerk

Approved: [Signature]

City Manager

Approved: [Signature]

Finance Director

Emilia C. [Signature]

As to the City

James Carnicella

As to the City

EMPLOYEE ORGANIZATION AGREEMENT between THE CITY OF HOLLYWOOD and AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES LOCAL 2432 - October 1, 1999 through September 30, 2002.

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

[Signature]
CITY ATTORNEY

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[Handwritten initials]

APPENDIX A

PERC CERTIFICATION - 1998

STATE OF FLORIDA
PUBLIC EMPLOYEES RELATIONS COMMISSION

CITY OF HOLLYWOOD,

Petitioner,

v.

HOLLYWOOD, FLORIDA, CITY
EMPLOYEES, LOCAL 2432,
AFSCME,

Respondent.

Case No. UC-98-004

ORDER GRANTING
UNIT CLARIFICATION

Order Number: 98E-242
Date Issued: August 18, 1998

Alan Fallik, Hollywood, attorney for petitioner.

George Tucker, Coral Springs, attorney for respondent.

On January 30, 1998, the City of Hollywood (City) filed a unit clarification petition seeking to clarify a wall-to-wall bargaining unit represented by Hollywood, Florida, City Employees, Local 2432, AFSCME (AFSCME). See Hollywood Municipal Employees, Local 2432 v. City of Hollywood, No. 8H-RA-753-0157 (Fla. PERC Oct. 22, 1975) (Certification 151), clarified, 6 FPER ¶ 11101 (1980), clarified, 20 FPER ¶ 25083 (1994). On March 11, the Commission found the petition sufficient and directed that an evidentiary hearing be held. Prior to the evidentiary hearing, the parties notified the hearing officer that they were in agreement regarding the placement of the employee classifications at issue.

The parties thereafter stipulated to a generic unit description that also addressed temporary, grant, and seasonal employees. The parties were also able to enter into stipulations regarding the exclusion of supervisory, professional, managerial, and

confidential employees. On July 1, the hearing officer issued his recommended order in which he accepted the parties' stipulations and bargaining unit description. No exceptions were filed to the hearing officer's recommended order.

The hearing officer recommended that the Commission should clarify certification 151 in accordance with the parties' stipulations as follows:

INCLUDED: All full-time employees, regularly scheduled part-time employees, temporary employees who are employed in their job titles in excess of one year, and grant employees who are employed in their job titles in excess of one year, including those in the following classifications: Accounting Clerk, Administrative Assistant, Administrative Secretary, Adult Program Supervisor, Air Conditioning/-Refrigeration Mechanic, Animal Control Officer, Aquatics Director, Assistant Beach Patrol Superintendent, Assistant Community Development Coordinator, Assistant Housing Rehabilitation Specialist, Assistant Planner, Associate Planner, Automotive Mechanic, Automotive Service Helper, Beach Attendant, Beach Maintenance Supervisor, Bookkeeping Clerk, Budget Technician, Building Compliance Inspector, Building Inspector, Building Plans Examiner, Buyer, CAD Technician, Carpenter, Carpenter Supervisor, Cashier, Center Coordinator, Chief Building Inspector, Chief Building Plans Examiner, Chief Clerk, Chief Electrical Inspector, Chief Fire/Rescue Mechanic, Chief Mechanic, Chief Mechanical Examiner, Chief Permit Processor, Chief Plumbing Inspector, Chief Utility Mechanic, Citizen Resource Officer, Clerk II, Clerk III, Clerk Typist, Code Enforcement Officer, Collection Truck Operator, Communications Clerk, Communications Shift Supervisor, Communications Technician, Community Development Coordinator, Community Liaison Officer, Community Service Aide, Community Service Officer, Compliance Officer, Compliance Technician II, Computer Operator I, Computer Operator II, Computer Programmer I, Computer Programmer II, Contract Compliance Coordinator, Control Systems Supervisor, Crime Prevention Specialist,

Crime/Intelligence Analyst, Cultural Arts Coordinator, Custodian, Data Entry Clerk, Dockmaster, Electrical Inspector, Electrical/Mechanical Supervisor, Electrician, Electro Technician, Engineering Inspector, Environmental Compliance Coordinator, Environmental Specialist, Equipment Operator, Facility Maintenance Technician, Field Services Superintendent, Financial Systems Analyst, Fingerprint Technician, Fire Equipment Technician, Fire/Rescue Apparatus Mechanic, Geographic Information Coordinator, Geographic Information Technician, Groundskeeper, Head Cashier, Heavy Equipment Operator, Housing Counselor, Housing Inspector, Housing Loan Processor, Housing Program Supervisor, Housing Rehab. Specialist, Identification Technician I, Identification Technician II, Identification Technician III, Information Services Specialist I, Information Services Specialist II, Crime/Intelligence Analyst, Inventory Control Specialist, Lab Technician, Laborer, Landscape Inspector, Latent Fingerprint Examiner, Lead Code Enforcement Officer, Lifeguard, Mail Courier, Maintenance Technician, Marina Attendant, Marina Security Guard, Marine Safety Lieutenant, Marine Safety Officer, Marine Safety Specialist, Marketing and Promotions Coordinator, Marketing Coordinator, Mechanical Inspector, Meter Repair Technician I, Meter Repair Technician II, Microcomputer Analyst I, Microcomputer Analyst II, Microcomputer Intern, Network Analyst, Nursery/Landscape Supervisor, Occupational License Inspector, Packer Operator, Painter, Park Ranger, Parking Enforcement Specialist, Parking Meter Checker Supervisor, Parking Meter Technician, Parking Meter Technician Supervisor, Payroll Coordinator, Permit/Violations Processor I, Permit/Violations Processor II, Photo Lab Technician, Plant Operator I, Plant Operator II, Plumber, Plumbing Inspector, Police Information Clerk, Police Storekeeper, Pool Lifeguard, Pool Supervisor, Printer, Printing Supervisor, Process Control Systems Technician (Analyst), Programmer/Analyst, Property Clerk, Property Survey/Records Coordinator, Public Works Education Coordinator, Public Works Supervisor, Rangemaster, Records Processor, Recreation Aide, Recreation Leader, Recreation Leader Trainee, Recreation Maintenance Aide, Recreation Maintenance Manager, Refuse Collection Section Supervisor, Refuse Collector, Regulatory Compliance Officer, Revenue Analyst, Sanitation Equipment Mechanic,

Safety & Loss Control Engineer, School Crossing Guard, School Crossing Guard Leader, Secretary, Senior Accounting Clerk, Senior Buyer, Senior CADD Operator, Senior Communications Technician, Senior Pool Lifeguard, Senior Property Clerk, Software Analyst, Sound and Light Technician, Special Events Coordinator, Special Events Supervisor, Storekeeper, Storekeeper Supervisor, Stores Clerk, Stores Driver, Stormwater Technician, Technical Theater Specialist, Telecommunicator I, Telecommunicator II, Theater Assistant, Theater Specialist, Treatment Plant Mechanic I, Treatment Plant Mechanic II, Urban Forest/Irrigation Supervisor, Utilities Serviceworker I, Utilities Serviceworker II, Utilities Serviceworker III, Utility Locator & Inspector, Utility Maintenance Helper, Utility Shift Supervisor, Victims Advocate.

EXCLUDED: All Fire Fighters, Police Officers, supervisory (attachment A), professional (attachment B), managerial (attachment C), and confidential (attachment D) employees, temporary employees who are employed in their job titles one year or less, grant employees who are employed in their job titles one year or less, and seasonal employees working less than 130 days per year.

In our review of the recommended order and the parties' stipulations, we note that the parties have described certain personnel as "temporary employees" who have been employed in excess of one year. Thus, the term temporary employees as used by the parties is not the same as the term of "temporary employees" which is traditionally used by the Commission to designate employees who have no reasonable expectation of continued employment. The Commission commonly excludes traditionally defined temporary employees from units of regular employees. See, e.g., Industrial and Public Employees, Local 1998 v. Marion County Board of County Commissioners, 13 FPER ¶ 18000 (1986). Therefore, in accepting the parties' stipulation that temporary employees are

properly included in the unit, we are limiting this holding to the facts in this case.

The parties have also stipulated to their own definition of the term "seasonal employees." This term has traditionally been used to describe employees who are hired on a short term or sporadic basis and such employees are usually excluded from bargaining units of regular personnel. See, e.g., Pinellas County Public Employees Association v. City of St. Petersburg Beach, 10 FPER ¶ 15142 (1984). We have previously accepted the definition of seasonal employees reached by the parties, and therefore, agree that these employees are appropriately excluded from the bargaining unit. See Florida Public Employees Council 79, AFSCME v. City of Jacksonville, 13 FPER ¶ 18273 (1987).

The Commission agrees with the hearing officer's analysis and recommendation. Accordingly, the petition for unit clarification is GRANTED, and Certification 151 is clarified as noted above.

This order may be appealed to the appropriate district court of appeal. A notice of appeal must be received by the Commission and the district court of appeal within thirty days from the date of this order. Except in cases of indigency, the court will require a filing fee and the Commission will require payment for preparing the record on appeal. Further explanation of the right to appeal is provided in Sections 120.68 and 447.504, Florida Statutes, and the Florida Rules of Appellate Procedure.

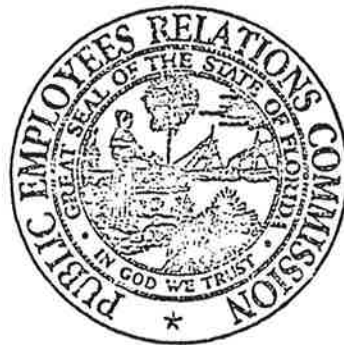
Alternatively, a motion for reconsideration may be filed. The motion must be received by the Commission within fifteen days from the date of this order. The motion shall state the particular points of fact or law allegedly overlooked or misapprehended by the Commission, and shall not reargue the merits of the order. For further explanation, refer to Florida Administrative Code Rule 38D-15.005.

It is so ordered:
MAHON, JR., Chairman, GERTZ and JACKSON, Commissioners,
concur.

I HEREBY CERTIFY that this document was filed and a copy served on each party on August 18, 1998.

BY: Mary Ann Burns
Clerk

/bjk



APPENDIX A
(SUPERVISORY)

Assistant City Engineer
Beach Safety Superintendent
Citizen's Service Center Coordinator
Cultural Arts Manager
Dir., Div. of Computer Operations & Tech. Services
Director, Division of Systems & Programming
Director, Division of Records and Archives
Director, Neighborhood Programs Division
Director, Real Estate Division
Employment and Compensation Manager
Engineering Support Services Manager
Environmental Services Manager
Forestry/Landscape Superintendent
Organizational Development and Benefits Manager
Parking Operations Manager
Property Maintenance Superintendent
Records Manager
Recreation Program Manager
Sanitation Supervisor
Stormwater Manager
Streets Superintendent
Telecommunications Manager
Underground Utilities Manager
Utilities Maintenance Manager
Wastewater Plant Manager
Water Plant Manager
Asst. Dir., Parks, Recreation and Cultural Arts - Administration
Asst. Dir., Department of Public Works
Asst. Dir., Department of Development Administration
Dep. Dir., Public Utilities - Technical
Support Risk Manager
Treasury Manager

APPENDIX B
(PROFESSIONAL)

Accountant II
Accountant III
Assistant City Attorney
Budget Officer
Civil Engineer I
Civil Engineer II
Civil Engineer III
Claims Coordinator
Control Instrumentation Engineer
Director, Division of Video and Television Services
Director, General Accounting Division
Grants Assistant
Human Relations Analyst
Human Resources Analyst
Management and Budget Analyst
Municipal Prosecutor
Police Legal Advisor
Principal Planner
Revenue Auditor
Senior Accountant
Senior Assistant City Attorney
Senior Budget Analyst
Senior Human Resources Analyst
Special Assistant to the Mayor and City Commission
Special Litigation Counsel
Systems Analyst
Technical Systems Analyst
Traffic Engineer
Urban Designer (Landscape Architect)
Utilities Contract Accountant
Utilities Laboratory Manager
Water/Wastewater Systems Coordinator

APPENDIX C
(MANAGERIAL)

Director, Office of Management and Budget
Director, Office of Public Relations
Deputy Director Public Utilities - Operations
Deputy Police Chief
Director, Office of Human Resources and Labor Relations
Director, Office of Parking Administration
Director, Dept. of Information Services
Director Dept. of Public Utilities
Director, Dept. of Financial Services
Director, Dept. of Public Works
Director, Dept. of Development Admin.
Director, Dept. of Parks, Recreation and Cultural Arts
Director, Office of Human Relations
Director, Purchasing and Materials Management
Employment and Compensation Manager
City Manager
Assistant City Manager
City Attorney
City Clerk
City Engineer
Chief Building Official
Fire/Rescue Chief
Police Chief

APPENDIX D
(CONFIDENTIAL)

Administrative Assistant I to the Employment and Compensation
Manager

Administrative Assistant II to the Assistant City Manager

Administrative Assistant II to Deputy Police Chief

Administrative Assistant II to the Director, Parks, Recreation and
Cultural Arts

Administrative Assistant II to the Director, Development
Administration

Administrative Assistant II to the Director, Financial Services

Administrative Assistant II to the Director, Information Services

Administrative Assistant II to the Director, Human Relations

Administrative Assistant II to the Director, Human Resources and
Labor Relations

Administrative Assistant II to the Director, Management and Budget

Administrative Assistant II to the Director, Parking
Administration

Administrative Assistant II to the Director, Public Utilities

Administrative Assistant II to the Director, Public Works

Administrative Assistant II to the Fire Chief

Administrative Assistant II to the Mayor and City Commission

Administrative Assistant II to the Police Chief

Administrative Assistant II to the Director, Public Relations

Administrative Assistant III to the City Attorney

Administrative Assistant III to the City Manager

Deputy City Clerk to the City Clerk

Executive Assistant to the City Manager

Executive Assistant to the Mayor

Legal Secretary to the City Attorney

Paralegal to the City Attorney

APPENDIX B

SALARY SCHEDULE AND SCHEDULE OF PAYGRADES

**SIDE LETTER OF UNDERSTANDING
APPENDIX B**

The parties agree that before October 1, 2000 the present wage schedule, Tier "A" and Tier "B" will be merged into one schedule. The new wage schedule will be Appendix B of the Collective Bargaining Agreement.

RALPH DIERKS
Ralph Dierks, President
AFSCME, Local 2432

SEPTEMBER 7, 1999
DATE

James E. Carnicella
James E. Carnicella, Director
Division of Human Resources

September 7, 1999
DATE

RED
JEC

CLASSIFICATIONS

EFFECTIVE

**OCTOBER 1, 1999 through
SEPTEMBER 30, 2000**

CLASSIFICATION / OLD PAYGRADE / NEW PAYGRADE

CLASS CODE	CLASS TITLE	OLD PAY GRADE	PAY GRADE
1208	Accounting Clerk	27	21
1001	Administrative Assistant	26	30
1058	Administrative Secretary	23	27
2042	Adult Program Supervisor	36	30
6288	Air Conditioning/Refrigeration Mechanic	37	31
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
1012	Associate Planner	X	40
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	24	18
1010	Budget Technician	31	25
6034	Building Compliance Inspector	44	38
5213	Building Inspector	44	38
5217	Building Plans Examiner	48	42
1128	Buyer	33	27
5021	CAD Technician	36	30
2050	Capital Projects Education Coordinator	X	38
6220	Carpenter	33	27
6225	Carpenter Supervisor	32	38
1216	Cashier	12	17
6006	CDL Licensed Labor Pool	X	9
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
6210	Chief Fire/Rescue Mechanic	44	38
6208	Chief Mechanic	38	32
5209	Chief Mechanical Inspector	50	44
1043	Chief Permit Processor	27	21
5234	Chief Plumbing Inspector	50	44
5457	Chief Utility Mechanic	38	32
2018	Citizen Resource Officer	26	20
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 (Waste Tire Officer same thing)	36	30
6030	Collection Truck Operator	28	22
1130	Communications Clerk	23	17
6215	Communications Shift Supervisor	36	30
6216	Communications Technician	38	32
1017	Community Development Program Specialist	45	39
9193	Community Liaison Officer	X	45
3047	Community Service Aide	13	7

CLASSIFICATION / OLD PAYGRADE / NEW PAYGRADE

CLASS CODE	CLASS TITLE	OLD PAY GRADE	PAY GRADE
3046	Community Service Officer	26	20
5211	Compliance Officer	44	38
5405	Compliance Technician II	39	33
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
3049	Court Liaison Officer	36	30
3042	Court Liaison Specialist	X	21
3051	Crime Prevention Specialist	26	20
2044	Cultural Affairs Coordinator	X	32
2047	Cultural Arts Coordinator	X	32
6009	Custodian	21	15
1102	Data Entry Clerk	22	16
1105	Data Entry Leadworker	X	20
2026	Dockmaster	26	30
5221	Electrical Inspector	44	38
6233	Electrical/Mechanical Supervisor	34	38
6230	Electrician	37	31
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	29	23
5465	Field Services Superintendent	44	38
1211	Financial Systems Analyst	45	39
3036	Fingerprint Technician	27	21
3011	Fire Equipment Technician	X	19
6206	Fire/Rescue Apparatus Mechanic	38	32
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
6007	Greenskeeper	23	17
6008	Groundskeeper	21	15
1217	Head Cashier	17	22
6024	Heavy Equipment Operator	29	23
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
2048	HCPAC Promotions Coordinator (Hollywood Central	X	32
3040	Identification Technician I	34	28
3044	Identification Technician II	38	32
3045	Identification Technician III	42	36
1101	Information Services Specialist I	27	21

CLASSIFICATION / OLD PAYGRADE / NEW PAYGRADE

CLASS CODE	CLASS TITLE	OLD PAY GRADE	PAY GRADE
1103	Information Services Specialist II	X	25
3033	Crime/Intelligence Analyst	32	26
1123	Inventory Control Specialist	40	34
5446	Lab Technician	35	29
6003	Labor Pool	X	5
6004	Laborer	16	10
6035	Landscaping Inspector	36	30
3037	Latent Fingerprint Examiner	38	32
5206	Lead Code Enforcement Officer	40	34
2016	Ocean Lifeguard	X	21
1080	Mail Courier	14	8
6236	Maintenance Technician	25	19
2020	Marina Attendant	22	16
2017	Marina Security Guard	11	5
2023	Marine Safety Lieutenant	38	32
2021	Marine Safety Officer	36	30
2025	Marine Safety Specialist	36	30
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	X	34
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 Enforcement Specialist	X	20
3013	Parking Enforcement Specialist Supervisor	X	27
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
5429	Plant Operator I	32	26
5430	Plant Operator II	35	29
6260	Plumber	37	31
5229	Plumbing Inspector	44	38
3026	Police Aide	25	19
1037	Police Information Clerk	18	12
3022	Police Storekeeper	25	19
2008	Pool Lifeguard	X	12
2010	Pool Supervisor	31	25
1082	Printer	X	20
1083	Printing Supervisor	X	32

CLASSIFICATION / OLD PAYGRADE / NEW PAYGRADE

CLASS CODE	CLASS TITLE	OLD PAY GRADE	PAY GRADE
5410	Process Control Systems Technician	44	38
1107	Programmer/Analyst	X	40
3023	Property Clerk	31	25
5203	Property Standards Specialist	36	30
5025	Property Survey/Records Coordinator	36	30
1117	Public Information Specialist	38	32
6050	Public Works Education Coordinator	44	38
6036	Public Works Supervisor	36	30
3027	Rangemaster	32	26
1035	Records Leadworker	X	15
1056	Records Processor	23	17
2028	Recreation Aide	8	2
2036	Recreation Leader	22	16
2032	Recreation Leader Trainee	12	6
2030	Recreation Maintenance Aide	8	2
9052	Recreation Maintenance Manager	44	38
6048	Refuse Collection Section Supervisor	38	32
6027	Refuse Collector	22	16
5403	Regulatory Compliance Officer	46	40
1213	Revenue Analyst	45	39
3080	Safety & Loss Control Engineer	X	41
6205	Sanitation Equipment Mechanic	32	26
2014	School Crossing Guard	7	1
2012	School Crossing Guard Leader	X	28
1054	Secretary	21	15
1210	Senior Accounting Clerk	31	25
1129	Senior Buyer	X	40
5030	Senior CADD Operator	45	39
6218	Senior Communications Technician	43	37
2009	Senior Pool Lifeguard	28	22
3024	Senior Property Clerk	35	29
5464	Service Representative	26	20
5466	Service Representative Supervisor	32	26
1111	Software Analyst	40	44
2038	Sound and Light Technician	X	32
2038	Technical Coordinator	X	32
2043	Special Events Coordinator	38	32
2049	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	X	27
2045	Theater Assistant	16	10
2039	Theatre Specialist	22	16
1014	Transportation Planner	43	37
5452	Treatment Plant Mechanic I	30	24

CLASSIFICATION / OLD PAYGRADE / NEW PAYGRADE

CLASS CODE	CLASS TITLE	OLD PAY GRADE	PAY GRADE
5456	Treatment Plant Mechanic II	34	28
6031	Urban Forest/Irrigation Supervisor	40	34
9057	Utilities Contracts Technician	X	30
5401	Utilities Serviceworker I	25	19
5404	Utilities Serviceworker II	29	23
5407	Utilities Serviceworker III	32	26
1118	Utilities Engineering Technician I	X	30
1218	Utilities Engineering Technician II	X	38
1318	Utilities Engineering Technician III	X	44
6005	Utility Laborer	21	15
5459	Utility Locator - Inspector	29	32
5458	Utility Maintenance Helper	24	18
5431	Utility Shift Supervisor	39	33
1038	Victims Advocate	26	24
5468	Water Meter Reader I	24	18
5472	Water Meter Reader II	29	23
6266	Welder	34	28
2007	Youth Services Coordinator	X	32

CLASSIFICATIONS

EFFECTIVE

OCTOBER 1, 2000

Class Codes

CLASS CODE	CLASS TITLE	OLD PAY GRADE		PAY GRADE
1208	Accounting Clerk	21		16
1001	Administrative Assistant	30		25
1058	Administrative Secretary	27		22
2042	Adult Program Supervisor	30		25
6288	Air Conditioning/Refrigeration Mechanic	31		26
5250	Animal Control Officer	24		19
2034	Aquatics Director	30		25
2024	Assistant Beach Patrol Superintendent	35		30
1016	Assistant Community Development Coordinator	32		27
1025	Assistant Housing Rehabilitation Specialist	28		23
1012	Associate Planner	40		35
6204	Automotive Mechanic	26		21
6201	Automotive Service Helper	16		11
2015	Beach Attendant	9		4
2027	Beach Maintenance Supervisor	32		27
1204	Bookkeeping Clerk	18		13
1010	Budget Technician	25		20
6034	Building Compliance Inspector	38		33
5213	Building Inspector	38		33
5217	Building Plans Examiner	42		37
1128	Buyer	27		22
5021	CAD Technician	30		25
2050	Capital Projects Education Coordinator	38		33
6220	Carpenter	27		22
6225	Carpenter Supervisor	38		33
1216	Cashier	17		12
6006	CDL Licensed Labor Pool	9		4
2040	Center Coordinator	32		27
5219	Chief Building Inspector	46		41
5215	Chief Building Plans Examiner	44		39
1040	Chief Clerk	19		14
5225	Chief Electrical Inspector	44		39
6210	Chief Fire/Rescue Mechanic	38		33
6208	Chief Mechanic	32		27
5209	Chief Mechanical Inspector	44		39
1043	Chief Permit Processor	21		16
5234	Chief Plumbing Inspector	44		39
5457	Chief Utility Mechanic	32		27
2018	Citizen Resource Officer	20		15
5036	Civil Engineer I	44		39
1032	Clerk II	9		4
1036	Clerk III	11		6
1048	Clerk Typist	9		4
5201	Code Enforcement Officer (Waste Tire Officer sar	30		25
6030	Collection Truck Operator	22		17
1130	Communications Clerk	17		12
6215	Communications Shift Supervisor	30		25
6216	Communications Technician	32		27
1017	Community Development Program Specialist	39		34
9193	Community Liaison Officer	45		40
3047	Community Service Aide	7		2

Class Codes

CLASS CODE	CLASS TITLE	OLD PAY GRADE		PAY GRADE
3046	Community Service Officer	20		15
5211	Compliance Officer	38		33
5405	Compliance Technician II	33		28
1108	Computer Operator I	26		21
1109	Computer Operator II	32		27
1112	Computer Programmer I	32		27
1115	Computer Programmer II	38		33
1022	Contract Compliance Coordinator	26		21
6232	Control Systems Supervisor	38		33
3049	Court Liaison Officer	30		25
3042	Court Liaison Specialist	21		16
3051	Crime Prevention Specialist	20		15
3033	Crime/Intelligence Analyst	26		21
2044	Cultural Affairs Coordinator	32		27
2047	Cultural Arts Coordinator	32		27
6009	Custodian	15		10
1102	Data Entry Clerk	16		11
1105	Data Entry Leadworker	20		15
2026	Dockmaster	30		25
5221	Electrical Inspector	38		33
6233	Electrical/Mechanical Supervisor	38		33
6230	Electrician	31		26
6287	Electro Technician	32		27
5033	Engineering Inspector	38		33
6049	Environmental Compliance Coordinator	32		27
5402	Environmental Educational Specialist	37		32
6020	Equipment Operator	18		13
6237	Facility Maintenance Technician	23		18
5465	Field Services Superintendent	38		33
1211	Financial Systems Analyst	39		34
3036	Fingerprint Technician	21		16
3011	Fire Equipment Technician	19		14
6206	Fire/Rescue Apparatus Mechanic	32		27
6037	Geographic Information Coordinator	33		28
6033	Geographic Information Technician	30		25
2002	Golf Course Attendant	2		1
1011	Golf Course Maintenance Foreman	29		24
6212	Golf Course Mechanic	19		14
6007	Greenskeeper	17		12
6008	Groundskeeper	15		10
2048	HCPAC Promotions Coordinator (Hollywood Central Performing Arts Center Marketing and Promotions Coordinator)	32		27
1217	Head Cashier	22		17
6024	Heavy Equipment Operator	23		18
1027	Housing Counselor	31		26
5202	Housing Inspector	32		27
1020	Housing Loan Processor	28		23
1023	Housing Program Supervisor	44		39
1018	Housing Rehab. Specialist	30		25
3040	Identification Technician I	28		23

Class Codes

CLASS CODE	CLASS TITLE	OLD PAY GRADE		PAY GRADE
3044	Identification Technician II	32		27
3045	Identification Technician III	36		31
1101	Information Services Specialist I	21		16
1103	Information Services Specialist II	25		20
1123	Inventory Control Specialist	34		29
5446	Lab Technician	29		24
6003	Labor Pool	5		1
6004	Laborer	10		5
6035	Landscaping Inspector	30		25
3037	Latent Fingerprint Examiner	32		27
5206	Lead Code Enforcement Officer	34		29
1080	Mail Courier	8		3
6236	Maintenance Technician	19		14
2020	Marina Attendant	16		11
2017	Marina Security Guard	5		1
2023	Marine Safety Lieutenant	32		27
2021	Marine Safety Officer	30		25
2025	Marine Safety Specialist	30		25
1019	Marketing Coordinator	40		35
5205	Mechanical Inspector	38		33
6280	Meter Repair Technician I	20		15
6284	Meter Repair Technician II	28		23
1113	Microcomputer Analyst I	32		27
1114	Microcomputer Analyst II	38		33
1030	Microcomputer Intern	26		21
1100	Network Analyst	44		39
6010	Nursery/Landscape Supervisor	34		29
5204	Occupational License Inspector	30		25
2016	Ocean Lifeguard	21		16
6028	Packer Operator	21		16
6244	Painter	23		18
2022	Park Ranger	2		1
2013	Parking Attendant	8		3
3012	Parking Enforcement Specialist	20		15
3013	Parking Enforcement Specialist Supervisor	27		22
2011	Parking Garage Operations Supervisor	22		17
6252	Parking Meter Technician	18		13
6258	Parking Meter Technician Supervisor	22		17
1215	Payroll Coordinator	32		27
1039	Permit/Violations Processor I	11		6
1050	Permit/Violations Processor II	15		10
3034	Photo Lab Technician	25		20
5429	Plant Operator I	26		21
5430	Plant Operator II	29		24
6260	Plumber	31		26
5229	Plumbing Inspector	38		33
3026	Police Aide	19		14
1037	Police Information Clerk	12		7
3022	Police Storekeeper	19		14
2008	Pool Lifeguard	12		7
2010	Pool Supervisor	25		20

Class Codes

CLASS CODE	CLASS TITLE	OLD PAY GRADE		PAY GRADE
1082	Printer	20		15
1083	Printing Supervisor	32		27
5410	Process Control Systems Technician	38		33
1107	Programmer/Analyst	40		35
3023	Property Clerk	25		20
5203	Property Standards Specialist	30		25
5025	Property Survey/Records Coordinator	30		25
1117	Public Information Specialist	32		27
6050	Public Works Education Coordinator	38		33
6036	Public Works Supervisor	30		25
3027	Rangemaster	26		21
1035	Records Leadworker	15		10
1056	Records Processor	17		12
2028	Recreation Aide	2		1
2036	Recreation Leader	16		11
2032	Recreation Leader Trainee	6		1
2030	Recreation Maintenance Aide	2		1
9052	Recreation Maintenance Manager	38		33
6048	Refuse Collection Section Supervisor	32		27
6027	Refuse Collector	16		11
5403	Regulatory Compliance Officer	40		35
1213	Revenue Analyst	39		34
3080	Safety & Loss Control Engineer	41		36
6205	Sanitation Equipment Mechanic	26		21
2014	School Crossing Guard	n/a		n/a
2012	School Crossing Guard Leader	28		23
1054	Secretary	15		10
1210	Senior Accounting Clerk	25		20
1129	Senior Buyer	40		35
5030	Senior CADD Operator	39		34
6218	Senior Communications Technician	37		32
2009	Senior Pool Lifeguard	22		17
3024	Senior Property Clerk	29		24
5464	Service Representative	20		15
5466	Service Representative Supervisor	26		21
1111	Software Analyst	44		39
2038	Sound and Light Technician	32		27
2043	Special Events Coordinator	32		27
2049	Special Events Supervisor	34		29
1122	Storekeeper	19		14
1125	Storekeeper Supervisor	28		23
1120	Stores Clerk	14		9
1119	Stores Driver	10		5
5406	Stormwater Technician	32		27
1105	Support Analyst	30		25
2038	Technical Coordinator	32		27
2037	Technical Theatre Specialist	16		11
3030	Telecommunicator I	19		14
3031	Telecommunicator II	27		22
2045	Theater Assistant	10		5
2039	Theatre Specialist	16		11

Class Codes

CLASS CODE	CLASS TITLE	OLD PAY GRADE		PAY GRADE
1014	Transportation Planner	37		32
5452	Treatment Plant Mechanic I	24		19
5456	Treatment Plant Mechanic II	28		23
6031	Urban Forest/Irrigation Supervisor	34		29
9057	Utilities Contracts Technician	30		25
1118	Utilities Engineering Technician I	30		25
1218	Utilities Engineering Technician II	38		33
1318	Utilities Engineering Technician III	44		39
5401	Utilities Serviceworker I	19		14
5404	Utilities Serviceworker II	23		18
5407	Utilities Serviceworker III	26		21
6005	Utility Laborer	15		10
5459	Utility Locator - Inspector	32		27
5458	Utility Maintenance Helper	18		13
5431	Utility Shift Supervisor	33		28
1038	Victims Advocate	24		19
5468	Water Meter Reader I	18		13
5472	Water Meter Reader II	23		18
6266	Welder	28		23
2007	Youth Services Coordinator	32		27

Schedule of Pay Grades - Tier A, Oct. 1, 1998 - Sept. 30, 1999

	A	B	C	D	E	F	G	H	I	J	K	L	M	2-1/2%	2-1/2%	2-1/2%	2-1/2%	2-1/2%	2-1/2%	
1	\$ 14,740	\$ 15,122	\$ 15,498	\$ 15,874	\$ 16,250	\$ 16,626	\$ 17,002	\$ 17,378	\$ 17,754	\$ 18,130	\$ 18,506	\$ 18,882	\$ 19,258	\$ 19,634	\$ 20,010	\$ 20,386	\$ 20,762	\$ 21,138	\$ 21,514	\$ 21,890
2	\$ 15,122	\$ 15,498	\$ 15,874	\$ 16,250	\$ 16,626	\$ 17,002	\$ 17,378	\$ 17,754	\$ 18,130	\$ 18,506	\$ 18,882	\$ 19,258	\$ 19,634	\$ 20,010	\$ 20,386	\$ 20,762	\$ 21,138	\$ 21,514	\$ 21,890	\$ 22,266
3	\$ 15,498	\$ 15,874	\$ 16,250	\$ 16,626	\$ 17,002	\$ 17,378	\$ 17,754	\$ 18,130	\$ 18,506	\$ 18,882	\$ 19,258	\$ 19,634	\$ 20,010	\$ 20,386	\$ 20,762	\$ 21,138	\$ 21,514	\$ 21,890	\$ 22,266	\$ 22,642
4	\$ 15,874	\$ 16,250	\$ 16,626	\$ 17,002	\$ 17,378	\$ 17,754	\$ 18,130	\$ 18,506	\$ 18,882	\$ 19,258	\$ 19,634	\$ 20,010	\$ 20,386	\$ 20,762	\$ 21,138	\$ 21,514	\$ 21,890	\$ 22,266	\$ 22,642	\$ 23,018
5	\$ 16,250	\$ 16,626	\$ 17,002	\$ 17,378	\$ 17,754	\$ 18,130	\$ 18,506	\$ 18,882	\$ 19,258	\$ 19,634	\$ 20,010	\$ 20,386	\$ 20,762	\$ 21,138	\$ 21,514	\$ 21,890	\$ 22,266	\$ 22,642	\$ 23,018	\$ 23,394
6	\$ 16,626	\$ 17,002	\$ 17,378	\$ 17,754	\$ 18,130	\$ 18,506	\$ 18,882	\$ 19,258	\$ 19,634	\$ 20,010	\$ 20,386	\$ 20,762	\$ 21,138	\$ 21,514	\$ 21,890	\$ 22,266	\$ 22,642	\$ 23,018	\$ 23,394	\$ 23,770
7	\$ 17,002	\$ 17,378	\$ 17,754	\$ 18,130	\$ 18,506	\$ 18,882	\$ 19,258	\$ 19,634	\$ 20,010	\$ 20,386	\$ 20,762	\$ 21,138	\$ 21,514	\$ 21,890	\$ 22,266	\$ 22,642	\$ 23,018	\$ 23,394	\$ 23,770	\$ 24,146
8	\$ 17,378	\$ 17,754	\$ 18,130	\$ 18,506	\$ 18,882	\$ 19,258	\$ 19,634	\$ 20,010	\$ 20,386	\$ 20,762	\$ 21,138	\$ 21,514	\$ 21,890	\$ 22,266	\$ 22,642	\$ 23,018	\$ 23,394	\$ 23,770	\$ 24,146	\$ 24,522
9	\$ 17,754	\$ 18,130	\$ 18,506	\$ 18,882	\$ 19,258	\$ 19,634	\$ 20,010	\$ 20,386	\$ 20,762	\$ 21,138	\$ 21,514	\$ 21,890	\$ 22,266	\$ 22,642	\$ 23,018	\$ 23,394	\$ 23,770	\$ 24,146	\$ 24,522	\$ 24,898
10	\$ 18,130	\$ 18,506	\$ 18,882	\$ 19,258	\$ 19,634	\$ 20,010	\$ 20,386	\$ 20,762	\$ 21,138	\$ 21,514	\$ 21,890	\$ 22,266	\$ 22,642	\$ 23,018	\$ 23,394	\$ 23,770	\$ 24,146	\$ 24,522	\$ 24,898	\$ 25,274
11	\$ 18,506	\$ 18,882	\$ 19,258	\$ 19,634	\$ 20,010	\$ 20,386	\$ 20,762	\$ 21,138	\$ 21,514	\$ 21,890	\$ 22,266	\$ 22,642	\$ 23,018	\$ 23,394	\$ 23,770	\$ 24,146	\$ 24,522	\$ 24,898	\$ 25,274	\$ 25,650
12	\$ 18,882	\$ 19,258	\$ 19,634	\$ 20,010	\$ 20,386	\$ 20,762	\$ 21,138	\$ 21,514	\$ 21,890	\$ 22,266	\$ 22,642	\$ 23,018	\$ 23,394	\$ 23,770	\$ 24,146	\$ 24,522	\$ 24,898	\$ 25,274	\$ 25,650	\$ 26,026
13	\$ 19,258	\$ 19,634	\$ 20,010	\$ 20,386	\$ 20,762	\$ 21,138	\$ 21,514	\$ 21,890	\$ 22,266	\$ 22,642	\$ 23,018	\$ 23,394	\$ 23,770	\$ 24,146	\$ 24,522	\$ 24,898	\$ 25,274	\$ 25,650	\$ 26,026	\$ 26,402

Schedule of Pay Grades - Tier A, Oct. 1, 1998 - Sept. 30, 1999

	A	B	C	D	E	F	G	H	I	J	K	L	M	2-12%	2-12%	2-12%	2-12%	2-12%	2-12%	2-12%	2-12%	2-12%	2-12%		
40	\$ 36,847.00	\$ 38,804.00	\$ 40,802.00	\$ 42,841.00	\$ 44,922.00	\$ 47,045.00	\$ 49,210.00	\$ 51,418.00	\$ 53,669.00	\$ 55,963.00	\$ 58,300.00	\$ 60,680.00	\$ 63,103.00	\$ 65,569.00	\$ 68,078.00	\$ 70,630.00	\$ 73,225.00	\$ 75,864.00	\$ 78,547.00	\$ 81,274.00	\$ 84,045.00	\$ 86,860.00	\$ 89,719.00	\$ 92,623.00	
41	\$ 42,604.00	\$ 44,802.00	\$ 47,045.00	\$ 49,333.00	\$ 51,666.00	\$ 54,045.00	\$ 56,469.00	\$ 58,939.00	\$ 61,455.00	\$ 64,017.00	\$ 66,625.00	\$ 69,279.00	\$ 71,979.00	\$ 74,725.00	\$ 77,517.00	\$ 80,355.00	\$ 83,239.00	\$ 86,169.00	\$ 89,145.00	\$ 92,167.00	\$ 95,235.00	\$ 98,350.00	\$ 101,512.00	\$ 104,721.00	\$ 107,977.00
42	\$ 48,484.00	\$ 50,802.00	\$ 53,159.00	\$ 55,566.00	\$ 58,023.00	\$ 60,530.00	\$ 63,087.00	\$ 65,694.00	\$ 68,351.00	\$ 71,058.00	\$ 73,815.00	\$ 76,622.00	\$ 79,479.00	\$ 82,386.00	\$ 85,343.00	\$ 88,350.00	\$ 91,407.00	\$ 94,514.00	\$ 97,671.00	\$ 100,878.00	\$ 104,135.00	\$ 107,442.00	\$ 110,799.00	\$ 114,206.00	\$ 117,663.00
43	\$ 54,384.00	\$ 56,802.00	\$ 59,259.00	\$ 61,766.00	\$ 64,323.00	\$ 66,930.00	\$ 69,587.00	\$ 72,294.00	\$ 75,051.00	\$ 77,858.00	\$ 80,715.00	\$ 83,622.00	\$ 86,579.00	\$ 89,586.00	\$ 92,643.00	\$ 95,750.00	\$ 98,907.00	\$ 102,114.00	\$ 105,371.00	\$ 108,678.00	\$ 112,035.00	\$ 115,442.00	\$ 118,899.00	\$ 122,406.00	\$ 125,963.00
44	\$ 60,264.00	\$ 62,802.00	\$ 65,379.00	\$ 67,996.00	\$ 70,653.00	\$ 73,360.00	\$ 76,117.00	\$ 78,924.00	\$ 81,781.00	\$ 84,688.00	\$ 87,645.00	\$ 90,652.00	\$ 93,709.00	\$ 96,816.00	\$ 99,973.00	\$ 103,180.00	\$ 106,437.00	\$ 109,744.00	\$ 113,101.00	\$ 116,508.00	\$ 120,065.00	\$ 123,672.00	\$ 127,329.00	\$ 131,036.00	\$ 134,793.00
45	\$ 66,144.00	\$ 68,802.00	\$ 71,499.00	\$ 74,236.00	\$ 77,013.00	\$ 79,830.00	\$ 82,687.00	\$ 85,584.00	\$ 88,521.00	\$ 91,498.00	\$ 94,515.00	\$ 97,572.00	\$ 100,669.00	\$ 103,806.00	\$ 106,983.00	\$ 110,200.00	\$ 113,457.00	\$ 116,754.00	\$ 120,091.00	\$ 123,468.00	\$ 126,885.00	\$ 130,342.00	\$ 133,839.00	\$ 137,376.00	\$ 140,953.00
46	\$ 72,024.00	\$ 74,802.00	\$ 77,619.00	\$ 80,476.00	\$ 83,373.00	\$ 86,310.00	\$ 89,287.00	\$ 92,304.00	\$ 95,361.00	\$ 98,458.00	\$ 101,595.00	\$ 104,772.00	\$ 107,989.00	\$ 111,246.00	\$ 114,543.00	\$ 117,880.00	\$ 121,257.00	\$ 124,674.00	\$ 128,131.00	\$ 131,628.00	\$ 135,165.00	\$ 138,742.00	\$ 142,359.00	\$ 146,016.00	\$ 149,713.00
47	\$ 77,904.00	\$ 80,802.00	\$ 83,739.00	\$ 86,716.00	\$ 89,733.00	\$ 92,790.00	\$ 95,887.00	\$ 99,024.00	\$ 102,201.00	\$ 105,418.00	\$ 108,675.00	\$ 111,972.00	\$ 115,309.00	\$ 118,686.00	\$ 122,103.00	\$ 125,560.00	\$ 129,057.00	\$ 132,594.00	\$ 136,171.00	\$ 139,788.00	\$ 143,445.00	\$ 147,142.00	\$ 150,879.00	\$ 154,656.00	\$ 158,473.00
48	\$ 83,784.00	\$ 86,802.00	\$ 89,859.00	\$ 92,956.00	\$ 96,093.00	\$ 99,270.00	\$ 102,487.00	\$ 105,744.00	\$ 109,041.00	\$ 112,378.00	\$ 115,755.00	\$ 119,172.00	\$ 122,629.00	\$ 126,126.00	\$ 129,663.00	\$ 133,240.00	\$ 136,857.00	\$ 140,514.00	\$ 144,211.00	\$ 147,948.00	\$ 151,725.00	\$ 155,542.00	\$ 159,399.00	\$ 163,296.00	\$ 167,233.00
49	\$ 89,664.00	\$ 92,802.00	\$ 95,979.00	\$ 99,196.00	\$ 102,453.00	\$ 105,750.00	\$ 109,087.00	\$ 112,464.00	\$ 115,881.00	\$ 119,338.00	\$ 122,835.00	\$ 126,372.00	\$ 129,949.00	\$ 133,566.00	\$ 137,223.00	\$ 140,920.00	\$ 144,657.00	\$ 148,434.00	\$ 152,251.00	\$ 156,108.00	\$ 160,005.00	\$ 163,942.00	\$ 167,919.00	\$ 171,936.00	\$ 175,993.00
50	\$ 95,544.00	\$ 98,802.00	\$ 102,099.00	\$ 105,436.00	\$ 108,813.00	\$ 112,230.00	\$ 115,687.00	\$ 119,184.00	\$ 122,721.00	\$ 126,298.00	\$ 129,915.00	\$ 133,572.00	\$ 137,269.00	\$ 140,906.00	\$ 144,583.00	\$ 148,300.00	\$ 152,057.00	\$ 155,854.00	\$ 159,691.00	\$ 163,568.00	\$ 167,485.00	\$ 171,442.00	\$ 175,439.00	\$ 179,476.00	\$ 183,553.00
51	\$ 101,424.00	\$ 104,802.00	\$ 108,219.00	\$ 111,676.00	\$ 115,173.00	\$ 118,710.00	\$ 122,287.00	\$ 125,904.00	\$ 129,561.00	\$ 133,258.00	\$ 136,995.00	\$ 140,772.00	\$ 144,589.00	\$ 148,446.00	\$ 152,343.00	\$ 156,280.00	\$ 160,257.00	\$ 164,274.00	\$ 168,331.00	\$ 172,428.00	\$ 176,565.00	\$ 180,742.00	\$ 184,959.00	\$ 189,216.00	\$ 193,513.00
52	\$ 107,304.00	\$ 110,802.00	\$ 114,339.00	\$ 117,916.00	\$ 121,533.00	\$ 125,190.00	\$ 128,887.00	\$ 132,624.00	\$ 136,401.00	\$ 140,218.00	\$ 144,075.00	\$ 147,972.00	\$ 151,909.00	\$ 155,886.00	\$ 159,903.00	\$ 163,960.00	\$ 168,057.00	\$ 172,194.00	\$ 176,371.00	\$ 180,588.00	\$ 184,845.00	\$ 189,142.00	\$ 193,479.00	\$ 197,856.00	\$ 202,273.00

Schedule of Pay Grades - Tier A, Oct. 1, 1998 - Sept. 30, 1999

	A	B	C	D	E	F	G	H	I	J	K	L	M	2-1/2%	2-1/2%	2-1/2%	2-1/2%	2-1/2%	2-1/2%	2-1/2%	
53	\$ 53,289.00	\$ 54,600.00	\$ 55,973.00	\$ 57,387.00	\$ 58,802.00	\$ 60,279.00	\$ 61,778.00	\$ 63,316.00	\$ 64,898.00	\$ 66,519.00	\$ 68,183.00	\$ 69,888.00	\$ 71,634.00	\$ 73,424.00	\$ 75,255.00	\$ 77,127.00	\$ 79,041.00	\$ 81,037.00	\$ 83,055.00	\$ 85,135.00	\$ 87,268.00
	\$ 2,048.00	\$ 2,100.00	\$ 2,152.00	\$ 2,204.00	\$ 2,256.00	\$ 2,318.40	\$ 2,376.00	\$ 2,432.40	\$ 2,488.00	\$ 2,543.20	\$ 2,598.40	\$ 2,654.40	\$ 2,709.60	\$ 2,764.80	\$ 2,820.00	\$ 2,874.40	\$ 2,928.80	\$ 2,983.20	\$ 3,037.60	\$ 3,092.00	\$ 3,146.40
	\$ 25.61	\$ 26.25	\$ 26.91	\$ 27.58	\$ 28.27	\$ 28.98	\$ 29.70	\$ 30.44	\$ 31.20	\$ 31.98	\$ 32.78	\$ 33.60	\$ 34.44	\$ 35.30	\$ 36.18	\$ 37.08	\$ 37.98	\$ 38.91	\$ 39.85	\$ 40.83	\$ 41.85
54	\$ 54,800.00	\$ 56,173.00	\$ 57,597.00	\$ 59,072.00	\$ 60,598.00	\$ 62,175.00	\$ 63,804.00	\$ 65,486.00	\$ 67,221.00	\$ 68,998.00	\$ 70,829.00	\$ 72,715.00	\$ 74,657.00	\$ 76,655.00	\$ 78,709.00	\$ 80,819.00	\$ 82,985.00	\$ 85,207.00	\$ 87,485.00	\$ 89,819.00	\$ 92,209.00
	\$ 2,100.00	\$ 2,152.00	\$ 2,204.00	\$ 2,256.00	\$ 2,318.40	\$ 2,376.00	\$ 2,432.40	\$ 2,488.00	\$ 2,543.20	\$ 2,598.40	\$ 2,654.40	\$ 2,709.60	\$ 2,764.80	\$ 2,820.00	\$ 2,874.40	\$ 2,928.80	\$ 2,983.20	\$ 3,037.60	\$ 3,092.00	\$ 3,146.40	\$ 3,200.80
	\$ 26.25	\$ 26.91	\$ 27.58	\$ 28.27	\$ 28.98	\$ 29.70	\$ 30.44	\$ 31.20	\$ 31.98	\$ 32.78	\$ 33.60	\$ 34.44	\$ 35.30	\$ 36.18	\$ 37.08	\$ 37.98	\$ 38.91	\$ 39.85	\$ 40.83	\$ 41.85	\$ 42.91
55	\$ 56,073.00	\$ 57,387.00	\$ 58,802.00	\$ 60,279.00	\$ 61,778.00	\$ 63,316.00	\$ 64,898.00	\$ 66,519.00	\$ 68,183.00	\$ 69,888.00	\$ 71,634.00	\$ 73,424.00	\$ 75,255.00	\$ 77,127.00	\$ 79,041.00	\$ 81,037.00	\$ 83,055.00	\$ 85,135.00	\$ 87,268.00	\$ 89,402.00	\$ 91,535.00
	\$ 2,152.00	\$ 2,204.00	\$ 2,256.00	\$ 2,318.40	\$ 2,376.00	\$ 2,432.40	\$ 2,488.00	\$ 2,543.20	\$ 2,598.40	\$ 2,654.40	\$ 2,709.60	\$ 2,764.80	\$ 2,820.00	\$ 2,874.40	\$ 2,928.80	\$ 2,983.20	\$ 3,037.60	\$ 3,092.00	\$ 3,146.40	\$ 3,200.80	\$ 3,255.20
	\$ 27.58	\$ 28.27	\$ 28.98	\$ 29.70	\$ 30.44	\$ 31.20	\$ 31.98	\$ 32.78	\$ 33.60	\$ 34.44	\$ 35.30	\$ 36.18	\$ 37.08	\$ 37.98	\$ 38.91	\$ 39.85	\$ 40.83	\$ 41.85	\$ 42.91	\$ 44.05	\$ 45.18
56	\$ 57,387.00	\$ 58,802.00	\$ 60,279.00	\$ 61,778.00	\$ 63,316.00	\$ 64,898.00	\$ 66,519.00	\$ 68,183.00	\$ 69,888.00	\$ 71,634.00	\$ 73,424.00	\$ 75,255.00	\$ 77,127.00	\$ 79,041.00	\$ 81,037.00	\$ 83,055.00	\$ 85,135.00	\$ 87,268.00	\$ 89,402.00	\$ 91,535.00	\$ 93,668.00
	\$ 2,204.00	\$ 2,256.00	\$ 2,318.40	\$ 2,376.00	\$ 2,432.40	\$ 2,488.00	\$ 2,543.20	\$ 2,598.40	\$ 2,654.40	\$ 2,709.60	\$ 2,764.80	\$ 2,820.00	\$ 2,874.40	\$ 2,928.80	\$ 2,983.20	\$ 3,037.60	\$ 3,092.00	\$ 3,146.40	\$ 3,200.80	\$ 3,255.20	\$ 3,309.60
	\$ 28.27	\$ 28.98	\$ 29.70	\$ 30.44	\$ 31.20	\$ 31.98	\$ 32.78	\$ 33.60	\$ 34.44	\$ 35.30	\$ 36.18	\$ 37.08	\$ 37.98	\$ 38.91	\$ 39.85	\$ 40.83	\$ 41.85	\$ 42.91	\$ 44.05	\$ 45.18	\$ 46.31
57	\$ 58,802.00	\$ 60,279.00	\$ 61,778.00	\$ 63,316.00	\$ 64,898.00	\$ 66,519.00	\$ 68,183.00	\$ 69,888.00	\$ 71,634.00	\$ 73,424.00	\$ 75,255.00	\$ 77,127.00	\$ 79,041.00	\$ 81,037.00	\$ 83,055.00	\$ 85,135.00	\$ 87,268.00	\$ 89,402.00	\$ 91,535.00	\$ 93,668.00	\$ 95,801.00
	\$ 2,256.00	\$ 2,318.40	\$ 2,376.00	\$ 2,432.40	\$ 2,488.00	\$ 2,543.20	\$ 2,598.40	\$ 2,654.40	\$ 2,709.60	\$ 2,764.80	\$ 2,820.00	\$ 2,874.40	\$ 2,928.80	\$ 2,983.20	\$ 3,037.60	\$ 3,092.00	\$ 3,146.40	\$ 3,200.80	\$ 3,255.20	\$ 3,309.60	\$ 3,364.00
	\$ 28.98	\$ 29.70	\$ 30.44	\$ 31.20	\$ 31.98	\$ 32.78	\$ 33.60	\$ 34.44	\$ 35.30	\$ 36.18	\$ 37.08	\$ 37.98	\$ 38.91	\$ 39.85	\$ 40.83	\$ 41.85	\$ 42.91	\$ 44.05	\$ 45.18	\$ 46.31	\$ 47.47
58	\$ 60,279.00	\$ 61,778.00	\$ 63,316.00	\$ 64,898.00	\$ 66,519.00	\$ 68,183.00	\$ 69,888.00	\$ 71,634.00	\$ 73,424.00	\$ 75,255.00	\$ 77,127.00	\$ 79,041.00	\$ 81,037.00	\$ 83,055.00	\$ 85,135.00	\$ 87,268.00	\$ 89,402.00	\$ 91,535.00	\$ 93,668.00	\$ 95,801.00	\$ 97,934.00
	\$ 2,318.40	\$ 2,376.00	\$ 2,432.40	\$ 2,488.00	\$ 2,543.20	\$ 2,598.40	\$ 2,654.40	\$ 2,709.60	\$ 2,764.80	\$ 2,820.00	\$ 2,874.40	\$ 2,928.80	\$ 2,983.20	\$ 3,037.60	\$ 3,092.00	\$ 3,146.40	\$ 3,200.80	\$ 3,255.20	\$ 3,309.60	\$ 3,364.00	\$ 3,418.40
	\$ 29.70	\$ 30.44	\$ 31.20	\$ 31.98	\$ 32.78	\$ 33.60	\$ 34.44	\$ 35.30	\$ 36.18	\$ 37.08	\$ 37.98	\$ 38.91	\$ 39.85	\$ 40.83	\$ 41.85	\$ 42.91	\$ 44.05	\$ 45.18	\$ 46.31	\$ 47.47	\$ 48.63
59	\$ 61,778.00	\$ 63,316.00	\$ 64,898.00	\$ 66,519.00	\$ 68,183.00	\$ 69,888.00	\$ 71,634.00	\$ 73,424.00	\$ 75,255.00	\$ 77,127.00	\$ 79,041.00	\$ 81,037.00	\$ 83,055.00	\$ 85,135.00	\$ 87,268.00	\$ 89,402.00	\$ 91,535.00	\$ 93,668.00	\$ 95,801.00	\$ 97,934.00	\$ 100,067.00
	\$ 2,376.00	\$ 2,432.40	\$ 2,488.00	\$ 2,543.20	\$ 2,598.40	\$ 2,654.40	\$ 2,709.60	\$ 2,764.80	\$ 2,820.00	\$ 2,874.40	\$ 2,928.80	\$ 2,983.20	\$ 3,037.60	\$ 3,092.00	\$ 3,146.40	\$ 3,200.80	\$ 3,255.20	\$ 3,309.60	\$ 3,364.00	\$ 3,418.40	\$ 3,472.80
	\$ 30.44	\$ 31.20	\$ 31.98	\$ 32.78	\$ 33.60	\$ 34.44	\$ 35.30	\$ 36.18	\$ 37.08	\$ 37.98	\$ 38.91	\$ 39.85	\$ 40.83	\$ 41.85	\$ 42.91	\$ 44.05	\$ 45.18	\$ 46.31	\$ 47.47	\$ 48.63	\$ 49.79
60	\$ 63,316.00	\$ 64,898.00	\$ 66,519.00	\$ 68,183.00	\$ 69,888.00	\$ 71,634.00	\$ 73,424.00	\$ 75,255.00	\$ 77,127.00	\$ 79,041.00	\$ 81,037.00	\$ 83,055.00	\$ 85,135.00	\$ 87,268.00	\$ 89,402.00	\$ 91,535.00	\$ 93,668.00	\$ 95,801.00	\$ 97,934.00	\$ 100,067.00	\$ 102,200.00
	\$ 2,432.40	\$ 2,488.00	\$ 2,543.20	\$ 2,598.40	\$ 2,654.40	\$ 2,709.60	\$ 2,764.80	\$ 2,820.00	\$ 2,874.40	\$ 2,928.80	\$ 2,983.20	\$ 3,037.60	\$ 3,092.00	\$ 3,146.40	\$ 3,200.80	\$ 3,255.20	\$ 3,309.60	\$ 3,364.00	\$ 3,418.40	\$ 3,472.80	\$ 3,527.20
	\$ 31.20	\$ 31.98	\$ 32.78	\$ 33.60	\$ 34.44	\$ 35.30	\$ 36.18	\$ 37.08	\$ 37.98	\$ 38.91	\$ 39.85	\$ 40.83	\$ 41.85	\$ 42.91	\$ 44.05	\$ 45.18	\$ 46.31	\$ 47.47	\$ 48.63	\$ 49.79	\$ 50.95
61	\$ 64,898.00	\$ 66,519.00	\$ 68,183.00	\$ 69,888.00	\$ 71,634.00	\$ 73,424.00	\$ 75,255.00	\$ 77,127.00	\$ 79,041.00	\$ 81,037.00	\$ 83,055.00	\$ 85,135.00	\$ 87,268.00	\$ 89,402.00	\$ 91,535.00	\$ 93,668.00	\$ 95,801.00	\$ 97,934.00	\$ 100,067.00	\$ 102,200.00	\$ 104,333.00
	\$ 2,488.00	\$ 2,543.20	\$ 2,598.40	\$ 2,654.40	\$ 2,709.60	\$ 2,764.80	\$ 2,820.00	\$ 2,874.40	\$ 2,928.80	\$ 2,983.20	\$ 3,037.60	\$ 3,092.00	\$ 3,146.40	\$ 3,200.80	\$ 3,255.20	\$ 3,309.60	\$ 3,364.00	\$ 3,418.40	\$ 3,472.80	\$ 3,527.20	\$ 3,581.60
	\$ 31.98	\$ 32.78	\$ 33.60	\$ 34.44	\$ 35.30	\$ 36.18	\$ 37.08	\$ 37.98	\$ 38.91	\$ 39.85	\$ 40.83	\$ 41.85	\$ 42.91	\$ 44.05	\$ 45.18	\$ 46.31	\$ 47.47	\$ 48.63	\$ 49.79	\$ 50.95	\$ 52.11

Medicare by Graves -- Tier B, October 1, 1998 through September 30, 1999

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	\$13,292.00	\$13,624.00	\$13,957.00	\$14,290.00	\$14,664.00	\$15,018.00	\$15,413.00	\$15,788.00	\$16,183.00	\$16,599.00	\$17,015.00	\$17,431.00	Continue to
	\$510.82	\$523.87	\$536.93	\$549.98	\$563.86	\$577.73	\$592.42	\$607.10	\$622.61	\$638.11	\$654.43	\$670.75	Tier A Pay
	\$6.39	\$6.55	\$6.71	\$6.87	\$7.05	\$7.22	\$7.41	\$7.59	\$7.78	\$7.98	\$8.18	\$8.38	Plan for next
2	\$13,624.00	\$13,957.00	\$14,290.00	\$14,664.00	\$15,018.00	\$15,413.00	\$15,788.00	\$16,183.00	\$16,599.00	\$17,015.00	\$17,431.00	\$17,888.00	increase
	\$523.87	\$536.93	\$549.98	\$563.86	\$577.73	\$592.42	\$607.10	\$622.61	\$638.11	\$654.43	\$670.75	\$687.89	
	\$6.55	\$6.71	\$6.87	\$7.05	\$7.22	\$7.41	\$7.59	\$7.78	\$7.98	\$8.18	\$8.38	\$8.60	
3	\$13,957.00	\$14,290.00	\$14,664.00	\$15,018.00	\$15,413.00	\$15,788.00	\$16,183.00	\$16,599.00	\$17,015.00	\$17,431.00	\$17,888.00	\$18,325.00	
	\$536.93	\$549.98	\$563.86	\$577.73	\$592.42	\$607.10	\$622.61	\$638.11	\$654.43	\$670.75	\$687.89	\$705.02	
	\$6.71	\$6.87	\$7.05	\$7.22	\$7.41	\$7.59	\$7.78	\$7.98	\$8.18	\$8.38	\$8.60	\$8.81	
4	\$14,290.00	\$14,664.00	\$15,018.00	\$15,413.00	\$15,788.00	\$16,183.00	\$16,599.00	\$17,015.00	\$17,431.00	\$17,888.00	\$18,325.00	\$18,804.00	
	\$549.98	\$563.86	\$577.73	\$592.42	\$607.10	\$622.61	\$638.11	\$654.43	\$670.75	\$687.89	\$705.02	\$722.98	
	\$6.87	\$7.05	\$7.22	\$7.41	\$7.59	\$7.78	\$7.98	\$8.18	\$8.38	\$8.60	\$8.81	\$9.04	
5	\$14,664.00	\$15,018.00	\$15,413.00	\$15,788.00	\$16,183.00	\$16,599.00	\$17,015.00	\$17,431.00	\$17,888.00	\$18,325.00	\$18,804.00	\$19,261.00	
	\$563.86	\$577.73	\$592.42	\$607.10	\$622.61	\$638.11	\$654.43	\$670.75	\$687.89	\$705.02	\$722.98	\$740.93	
	\$7.05	\$7.22	\$7.41	\$7.59	\$7.78	\$7.98	\$8.18	\$8.38	\$8.60	\$8.81	\$9.04	\$9.26	
6	\$15,018.00	\$15,413.00	\$15,788.00	\$16,183.00	\$16,599.00	\$17,015.00	\$17,431.00	\$17,888.00	\$18,325.00	\$18,804.00	\$19,261.00	\$19,760.00	
	\$577.73	\$592.42	\$607.10	\$622.61	\$638.11	\$654.43	\$670.75	\$687.89	\$705.02	\$722.98	\$740.93	\$759.70	
	\$7.22	\$7.41	\$7.59	\$7.78	\$7.98	\$8.18	\$8.38	\$8.60	\$8.81	\$9.04	\$9.26	\$9.50	
7	\$15,413.00	\$15,788.00	\$16,183.00	\$16,599.00	\$17,015.00	\$17,431.00	\$17,888.00	\$18,325.00	\$18,804.00	\$19,261.00	\$19,760.00	\$20,239.00	
	\$592.42	\$607.10	\$622.61	\$638.11	\$654.43	\$670.75	\$687.89	\$705.02	\$722.98	\$740.93	\$759.70	\$778.46	
	\$7.41	\$7.59	\$7.78	\$7.98	\$8.18	\$8.38	\$8.60	\$8.81	\$9.04	\$9.26	\$9.50	\$9.73	
8	\$15,788.00	\$16,183.00	\$16,599.00	\$17,015.00	\$17,431.00	\$17,888.00	\$18,325.00	\$18,804.00	\$19,261.00	\$19,760.00	\$20,239.00	\$20,759.00	
	\$607.10	\$622.61	\$638.11	\$654.43	\$670.75	\$687.89	\$705.02	\$722.98	\$740.93	\$759.70	\$778.46	\$798.05	
	\$7.59	\$7.78	\$7.98	\$8.18	\$8.38	\$8.60	\$8.81	\$9.04	\$9.26	\$9.50	\$9.73	\$9.98	
9	\$16,183.00	\$16,599.00	\$17,015.00	\$17,431.00	\$17,888.00	\$18,325.00	\$18,804.00	\$19,261.00	\$19,760.00	\$20,239.00	\$20,759.00	\$21,258.00	
	\$622.61	\$638.11	\$654.43	\$670.75	\$687.89	\$705.02	\$722.98	\$740.93	\$759.70	\$778.46	\$798.05	\$817.63	
	\$7.78	\$7.98	\$8.18	\$8.38	\$8.60	\$8.81	\$9.04	\$9.26	\$9.50	\$9.73	\$9.98	\$10.22	
10	\$16,599.00	\$17,015.00	\$17,431.00	\$17,888.00	\$18,325.00	\$18,804.00	\$19,261.00	\$19,760.00	\$20,239.00	\$20,759.00	\$21,258.00	\$21,799.00	
	\$638.11	\$654.43	\$670.75	\$687.89	\$705.02	\$722.98	\$740.93	\$759.70	\$778.46	\$798.05	\$817.63	\$838.03	
	\$7.98	\$8.18	\$8.38	\$8.60	\$8.81	\$9.04	\$9.26	\$9.50	\$9.73	\$9.98	\$10.22	\$10.48	
11	\$17,015.00	\$17,431.00	\$17,888.00	\$18,325.00	\$18,804.00	\$19,261.00	\$19,760.00	\$20,239.00	\$20,759.00	\$21,258.00	\$21,799.00	\$22,340.00	
	\$654.43	\$670.75	\$687.89	\$705.02	\$722.98	\$740.93	\$759.70	\$778.46	\$798.05	\$817.63	\$838.03	\$859.25	
	\$8.18	\$8.38	\$8.60	\$8.81	\$9.04	\$9.26	\$9.50	\$9.73	\$9.98	\$10.22	\$10.48	\$10.74	
12	\$17,431.00	\$17,888.00	\$18,325.00	\$18,804.00	\$19,261.00	\$19,760.00	\$20,239.00	\$20,759.00	\$21,258.00	\$21,799.00	\$22,340.00	\$22,901.00	
	\$670.75	\$687.89	\$705.02	\$722.98	\$740.93	\$759.70	\$778.46	\$798.05	\$817.63	\$838.03	\$859.25	\$880.46	
	\$8.38	\$8.60	\$8.81	\$9.04	\$9.26	\$9.50	\$9.73	\$9.98	\$10.22	\$10.48	\$10.74	\$11.01	

Schedule of Pay Grades -- Tier B, October 1, 1998 through September 30, 1999

	A	B	C	D	E	F	G	H	I	J	K	L	M
13	\$17,888.00	\$18,325.00	\$18,804.00	\$19,261.00	\$19,760.00	\$20,239.00	\$20,759.00	\$21,258.00	\$21,799.00	\$22,340.00	\$22,901.00	\$23,463.00	Continue to Tier A Pay Plan for next increase
	\$687.89	\$705.02	\$722.98	\$740.93	\$759.70	\$778.46	\$798.05	\$817.63	\$838.03	\$859.25	\$880.46	\$902.50	
	\$8.60	\$8.81	\$9.04	\$9.26	\$9.50	\$9.73	\$9.98	\$10.22	\$10.48	\$10.74	\$11.01	\$11.28	
14	\$18,325.00	\$18,804.00	\$19,261.00	\$19,760.00	\$20,239.00	\$20,759.00	\$21,258.00	\$21,799.00	\$22,340.00	\$22,901.00	\$23,463.00	\$24,066.00	
	\$705.02	\$722.98	\$740.93	\$759.70	\$778.46	\$798.05	\$817.63	\$838.03	\$859.25	\$880.46	\$902.50	\$925.34	
	\$8.81	\$9.04	\$9.26	\$9.50	\$9.73	\$9.98	\$10.22	\$10.48	\$10.74	\$11.01	\$11.28	\$11.57	
15	\$18,804.00	\$19,261.00	\$19,760.00	\$20,239.00	\$20,759.00	\$21,258.00	\$21,799.00	\$22,340.00	\$22,901.00	\$23,463.00	\$24,066.00	\$24,648.00	
	\$722.98	\$740.93	\$759.70	\$778.46	\$798.05	\$817.63	\$838.03	\$859.25	\$880.46	\$902.50	\$925.34	\$948.19	
	\$9.04	\$9.26	\$9.50	\$9.73	\$9.98	\$10.22	\$10.48	\$10.74	\$11.01	\$11.28	\$11.57	\$11.85	
16	\$19,261.00	\$19,760.00	\$20,239.00	\$20,759.00	\$21,258.00	\$21,799.00	\$22,340.00	\$22,901.00	\$23,463.00	\$24,066.00	\$24,648.00	\$25,272.00	
	\$740.93	\$759.70	\$778.46	\$798.05	\$817.63	\$838.03	\$859.25	\$880.46	\$902.50	\$925.34	\$948.19	\$971.86	
	\$9.26	\$9.50	\$9.73	\$9.98	\$10.22	\$10.48	\$10.74	\$11.01	\$11.28	\$11.57	\$11.85	\$12.15	
17	\$19,760.00	\$20,239.00	\$20,759.00	\$21,258.00	\$21,799.00	\$22,340.00	\$22,901.00	\$23,463.00	\$24,066.00	\$24,648.00	\$25,272.00	\$25,896.00	
	\$759.70	\$778.46	\$798.05	\$817.63	\$838.03	\$859.25	\$880.46	\$902.50	\$925.34	\$948.19	\$971.86	\$996.34	
	\$9.50	\$9.73	\$9.98	\$10.22	\$10.48	\$10.74	\$11.01	\$11.28	\$11.57	\$11.85	\$12.15	\$12.45	
18	\$20,239.00	\$20,759.00	\$21,258.00	\$21,799.00	\$22,340.00	\$22,901.00	\$23,463.00	\$24,066.00	\$24,648.00	\$25,272.00	\$25,896.00	\$26,562.00	
	\$778.46	\$798.05	\$817.63	\$838.03	\$859.25	\$880.46	\$902.50	\$925.34	\$948.19	\$971.86	\$996.34	\$1,021.63	
	\$9.73	\$9.98	\$10.22	\$10.48	\$10.74	\$11.01	\$11.28	\$11.57	\$11.85	\$12.15	\$12.45	\$12.77	
19	\$20,759.00	\$21,258.00	\$21,799.00	\$22,340.00	\$22,901.00	\$23,463.00	\$24,066.00	\$24,648.00	\$25,272.00	\$25,896.00	\$26,562.00	\$27,228.00	
	\$798.05	\$817.63	\$838.03	\$859.25	\$880.46	\$902.50	\$925.34	\$948.19	\$971.86	\$996.34	\$1,021.63	\$1,046.93	
	\$9.98	\$10.22	\$10.48	\$10.74	\$11.01	\$11.28	\$11.57	\$11.85	\$12.15	\$12.45	\$12.77	\$13.09	
20	\$21,258.00	\$21,799.00	\$22,340.00	\$22,901.00	\$23,463.00	\$24,066.00	\$24,648.00	\$25,272.00	\$25,896.00	\$26,562.00	\$27,228.00	\$27,893.00	
	\$817.63	\$838.03	\$859.25	\$880.46	\$902.50	\$925.34	\$948.19	\$971.86	\$996.34	\$1,021.63	\$1,046.93	\$1,073.04	
	\$10.22	\$10.48	\$10.74	\$11.01	\$11.28	\$11.57	\$11.85	\$12.15	\$12.45	\$12.77	\$13.09	\$13.41	
21	\$21,799.00	\$22,340.00	\$22,901.00	\$23,463.00	\$24,066.00	\$24,648.00	\$25,272.00	\$25,896.00	\$26,562.00	\$27,228.00	\$27,893.00	\$28,600.00	
	\$838.03	\$859.25	\$880.46	\$902.50	\$925.34	\$948.19	\$971.86	\$996.34	\$1,021.63	\$1,046.93	\$1,073.04	\$1,099.97	
	\$10.48	\$10.74	\$11.01	\$11.28	\$11.57	\$11.85	\$12.15	\$12.45	\$12.77	\$13.09	\$13.41	\$13.75	
22	\$22,340.00	\$22,901.00	\$23,463.00	\$24,066.00	\$24,648.00	\$25,272.00	\$25,896.00	\$26,562.00	\$27,228.00	\$27,893.00	\$28,600.00	\$29,328.00	
	\$859.25	\$880.46	\$902.50	\$925.34	\$948.19	\$971.86	\$996.34	\$1,021.63	\$1,046.93	\$1,073.04	\$1,099.97	\$1,127.71	
	\$10.74	\$11.01	\$11.28	\$11.57	\$11.85	\$12.15	\$12.45	\$12.77	\$13.09	\$13.41	\$13.75	\$14.10	
23	\$22,901.00	\$23,463.00	\$24,066.00	\$24,648.00	\$25,272.00	\$25,896.00	\$26,562.00	\$27,228.00	\$27,893.00	\$28,600.00	\$29,328.00	\$30,056.00	
	\$880.46	\$902.50	\$925.34	\$948.19	\$971.86	\$996.34	\$1,021.63	\$1,046.93	\$1,073.04	\$1,099.97	\$1,127.71	\$1,156.27	
	\$11.01	\$11.28	\$11.57	\$11.85	\$12.15	\$12.45	\$12.77	\$13.09	\$13.41	\$13.75	\$14.10	\$14.45	
24	\$23,463.00	\$24,066.00	\$24,648.00	\$25,272.00	\$25,896.00	\$26,562.00	\$27,228.00	\$27,893.00	\$28,600.00	\$29,328.00	\$30,056.00	\$30,805.00	
	\$902.50	\$925.34	\$948.19	\$971.86	\$996.34	\$1,021.63	\$1,046.93	\$1,073.04	\$1,099.97	\$1,127.71	\$1,156.27	\$1,184.83	
	\$11.28	\$11.57	\$11.85	\$12.15	\$12.45	\$12.77	\$13.09	\$13.41	\$13.75	\$14.10	\$14.45	\$14.81	

Schedule of Pay Grades - Tier B, October 1, 1998 through September 30, 1999

	A	B	C	D	E	F	G	H	I	J	K	L	M
25	\$24,066.00	\$24,648.00	\$25,272.00	\$25,896.00	\$26,562.00	\$27,228.00	\$27,893.00	\$28,600.00	\$29,328.00	\$30,056.00	\$30,805.00	\$31,575.00	Continue to Tier A Pay
	\$925.34	\$948.19	\$971.86	\$996.34	\$1,021.63	\$1,046.93	\$1,073.04	\$1,099.97	\$1,127.71	\$1,156.27	\$1,184.83	\$1,214.21	\$1,244.40
	\$11.57	\$11.85	\$12.15	\$12.45	\$12.77	\$13.09	\$13.41	\$13.75	\$14.10	\$14.45	\$14.81	\$15.18	\$15.56
26	\$24,648.00	\$25,272.00	\$25,896.00	\$26,562.00	\$27,228.00	\$27,893.00	\$28,600.00	\$29,328.00	\$30,056.00	\$30,805.00	\$31,575.00	\$32,365.00	\$33,156.00
	\$948.19	\$971.86	\$996.34	\$1,021.63	\$1,046.93	\$1,073.04	\$1,099.97	\$1,127.71	\$1,156.27	\$1,184.83	\$1,214.21	\$1,244.40	\$1,275.41
	\$11.85	\$12.15	\$12.45	\$12.77	\$13.09	\$13.41	\$13.75	\$14.10	\$14.45	\$14.81	\$15.18	\$15.56	\$15.94
27	\$25,272.00	\$25,896.00	\$26,562.00	\$27,228.00	\$27,893.00	\$28,600.00	\$29,328.00	\$30,056.00	\$30,805.00	\$31,575.00	\$32,365.00	\$33,156.00	\$33,988.00
	\$971.86	\$996.34	\$1,021.63	\$1,046.93	\$1,073.04	\$1,099.97	\$1,127.71	\$1,156.27	\$1,184.83	\$1,214.21	\$1,244.40	\$1,275.41	\$1,307.23
	\$12.15	\$12.45	\$12.77	\$13.09	\$13.41	\$13.75	\$14.10	\$14.45	\$14.81	\$15.18	\$15.56	\$15.94	\$16.34
28	\$25,896.00	\$26,562.00	\$27,228.00	\$27,893.00	\$28,600.00	\$29,328.00	\$30,056.00	\$30,805.00	\$31,575.00	\$32,365.00	\$33,156.00	\$33,988.00	\$34,840.00
	\$996.34	\$1,021.63	\$1,046.93	\$1,073.04	\$1,099.97	\$1,127.71	\$1,156.27	\$1,184.83	\$1,214.21	\$1,244.40	\$1,275.41	\$1,307.23	\$1,339.87
	\$12.45	\$12.77	\$13.09	\$13.41	\$13.75	\$14.10	\$14.45	\$14.81	\$15.18	\$15.56	\$16.34	\$16.75	\$17.17
29	\$26,562.00	\$27,228.00	\$27,893.00	\$28,600.00	\$29,328.00	\$30,056.00	\$30,805.00	\$31,575.00	\$32,365.00	\$33,156.00	\$33,988.00	\$34,840.00	\$35,714.00
	\$1,021.63	\$1,046.93	\$1,073.04	\$1,099.97	\$1,127.71	\$1,156.27	\$1,184.83	\$1,214.21	\$1,244.40	\$1,275.41	\$1,307.23	\$1,339.87	\$1,373.33
	\$12.77	\$13.09	\$13.41	\$13.75	\$14.10	\$14.45	\$14.81	\$15.18	\$15.56	\$16.34	\$16.75	\$17.17	\$17.60
30	\$27,228.00	\$27,893.00	\$28,600.00	\$29,328.00	\$30,056.00	\$30,805.00	\$31,575.00	\$32,365.00	\$33,156.00	\$33,988.00	\$34,840.00	\$35,714.00	\$36,608.00
	\$1,046.93	\$1,073.04	\$1,099.97	\$1,127.71	\$1,156.27	\$1,184.83	\$1,214.21	\$1,244.40	\$1,275.41	\$1,307.23	\$1,339.87	\$1,373.33	\$1,407.60
	\$13.09	\$13.41	\$13.75	\$14.10	\$14.45	\$14.81	\$15.18	\$15.56	\$16.34	\$16.75	\$17.17	\$17.60	\$18.03
31	\$27,893.00	\$28,600.00	\$29,328.00	\$30,056.00	\$30,805.00	\$31,575.00	\$32,365.00	\$33,156.00	\$33,988.00	\$34,840.00	\$35,714.00	\$36,608.00	\$37,503.00
	\$1,073.04	\$1,099.97	\$1,127.71	\$1,156.27	\$1,184.83	\$1,214.21	\$1,244.40	\$1,275.41	\$1,307.23	\$1,339.87	\$1,373.33	\$1,407.60	\$1,442.69
	\$13.41	\$13.75	\$14.10	\$14.45	\$14.81	\$15.18	\$15.56	\$15.94	\$16.34	\$16.75	\$17.17	\$17.60	\$18.03
32	\$28,600.00	\$29,328.00	\$30,056.00	\$30,805.00	\$31,575.00	\$32,365.00	\$33,156.00	\$33,988.00	\$34,840.00	\$35,714.00	\$36,608.00	\$37,503.00	\$38,439.00
	\$1,099.97	\$1,127.71	\$1,156.27	\$1,184.83	\$1,214.21	\$1,244.40	\$1,275.41	\$1,307.23	\$1,339.87	\$1,373.33	\$1,407.60	\$1,442.69	\$1,478.59
	\$13.75	\$14.10	\$14.45	\$14.81	\$15.18	\$15.56	\$15.94	\$16.34	\$16.75	\$17.17	\$17.60	\$18.03	\$18.48
33	\$29,328.00	\$30,056.00	\$30,805.00	\$31,575.00	\$32,365.00	\$33,156.00	\$33,988.00	\$34,840.00	\$35,714.00	\$36,608.00	\$37,503.00	\$38,439.00	\$39,396.00
	\$1,127.71	\$1,156.27	\$1,184.83	\$1,214.21	\$1,244.40	\$1,275.41	\$1,307.23	\$1,339.87	\$1,373.33	\$1,407.60	\$1,442.69	\$1,478.59	\$1,515.31
	\$14.10	\$14.45	\$14.81	\$15.18	\$15.56	\$15.94	\$16.34	\$16.75	\$17.17	\$17.60	\$18.03	\$18.48	\$19.41
34	\$30,056.00	\$30,805.00	\$31,575.00	\$32,365.00	\$33,156.00	\$33,988.00	\$34,840.00	\$35,714.00	\$36,608.00	\$37,503.00	\$38,439.00	\$39,396.00	\$40,373.00
	\$1,156.27	\$1,184.83	\$1,214.21	\$1,244.40	\$1,275.41	\$1,307.23	\$1,339.87	\$1,373.33	\$1,407.60	\$1,442.69	\$1,478.59	\$1,515.31	\$1,552.85
	\$14.45	\$14.81	\$15.18	\$15.56	\$15.94	\$16.34	\$16.75	\$17.17	\$17.60	\$18.03	\$18.48	\$19.41	\$19.90
35	\$30,805.00	\$31,575.00	\$32,365.00	\$33,156.00	\$33,988.00	\$34,840.00	\$35,714.00	\$36,608.00	\$37,503.00	\$38,439.00	\$39,396.00	\$40,373.00	\$41,392.00
	\$1,184.83	\$1,214.21	\$1,244.40	\$1,275.41	\$1,307.23	\$1,339.87	\$1,373.33	\$1,407.60	\$1,442.69	\$1,478.59	\$1,515.31	\$1,552.85	\$1,592.02
	\$14.81	\$15.18	\$15.56	\$15.94	\$16.34	\$16.75	\$17.17	\$17.60	\$18.03	\$18.48	\$19.41	\$19.90	\$19.90
36	\$31,575.00	\$32,365.00	\$33,156.00	\$33,988.00	\$34,840.00	\$35,714.00	\$36,608.00	\$37,503.00	\$38,439.00	\$39,396.00	\$40,373.00	\$41,392.00	\$42,453.00
	\$1,214.21	\$1,244.40	\$1,275.41	\$1,307.23	\$1,339.87	\$1,373.33	\$1,407.60	\$1,442.69	\$1,478.59	\$1,515.31	\$1,552.85	\$1,592.02	\$1,638.85
	\$15.18	\$15.56	\$15.94	\$16.34	\$16.75	\$17.17	\$17.60	\$18.03	\$18.48	\$19.41	\$19.90	\$19.90	\$19.90

Schedule of Pay Grades - Tier B, October 1, 1998 through September 30, 1999

	A	B	C	D	E	F	G	H	I	J	K	L	M
37	\$32,265.00	\$33,156.00	\$33,988.00	\$34,840.00	\$35,714.00	\$36,608.00	\$37,503.00	\$38,439.00	\$39,396.00	\$40,373.00	\$41,392.00	\$42,432.00	Continue to
	\$1,244.40	\$1,275.41	\$1,307.23	\$1,339.87	\$1,373.33	\$1,407.60	\$1,442.69	\$1,478.59	\$1,515.31	\$1,552.85	\$1,592.02	\$1,632.00	Tier A Pay
	\$15.56	\$15.94	\$16.34	\$16.75	\$17.17	\$17.60	\$18.03	\$18.48	\$18.94	\$19.41	\$19.90	\$20.40	Plan for next
													Increase
38	\$33,156.00	\$33,988.00	\$34,840.00	\$35,714.00	\$36,608.00	\$37,503.00	\$38,439.00	\$39,396.00	\$40,373.00	\$41,392.00	\$42,432.00	\$43,493.00	
	\$1,275.41	\$1,307.23	\$1,339.87	\$1,373.33	\$1,407.60	\$1,442.69	\$1,478.59	\$1,515.31	\$1,552.85	\$1,592.02	\$1,632.00	\$1,672.80	
	\$15.94	\$16.34	\$16.75	\$17.17	\$17.60	\$18.03	\$18.48	\$18.94	\$19.41	\$19.90	\$20.40	\$20.91	
39	\$33,988.00	\$34,840.00	\$35,714.00	\$36,608.00	\$37,503.00	\$38,439.00	\$39,396.00	\$40,373.00	\$41,392.00	\$42,432.00	\$43,493.00	\$44,575.00	
	\$1,307.23	\$1,339.87	\$1,373.33	\$1,407.60	\$1,442.69	\$1,478.59	\$1,515.31	\$1,552.85	\$1,592.02	\$1,632.00	\$1,672.80	\$1,714.42	
	\$16.34	\$16.75	\$17.17	\$17.60	\$18.03	\$18.48	\$18.94	\$19.41	\$19.90	\$20.40	\$20.91	\$21.43	
40	\$34,840.00	\$35,714.00	\$36,608.00	\$37,503.00	\$38,439.00	\$39,396.00	\$40,373.00	\$41,392.00	\$42,432.00	\$43,493.00	\$44,575.00	\$45,698.00	
	\$1,339.87	\$1,373.33	\$1,407.60	\$1,442.69	\$1,478.59	\$1,515.31	\$1,552.85	\$1,592.02	\$1,632.00	\$1,672.80	\$1,714.42	\$1,757.66	
	\$16.75	\$17.17	\$17.60	\$18.03	\$18.48	\$18.94	\$19.41	\$19.90	\$20.40	\$20.91	\$21.43	\$21.97	
41	\$35,714.00	\$36,608.00	\$37,503.00	\$38,439.00	\$39,396.00	\$40,373.00	\$41,392.00	\$42,432.00	\$43,493.00	\$44,575.00	\$45,698.00	\$46,842.00	
	\$1,373.33	\$1,407.60	\$1,442.69	\$1,478.59	\$1,515.31	\$1,552.85	\$1,592.02	\$1,632.00	\$1,672.80	\$1,714.42	\$1,757.66	\$1,801.73	
	\$17.17	\$17.60	\$18.03	\$18.48	\$18.94	\$19.41	\$19.90	\$20.40	\$20.91	\$21.43	\$21.97	\$22.52	
42	\$36,608.00	\$37,503.00	\$38,439.00	\$39,396.00	\$40,373.00	\$41,392.00	\$42,432.00	\$43,493.00	\$44,575.00	\$45,698.00	\$46,842.00	\$48,007.00	
	\$1,407.60	\$1,442.69	\$1,478.59	\$1,515.31	\$1,552.85	\$1,592.02	\$1,632.00	\$1,672.80	\$1,714.42	\$1,757.66	\$1,801.73	\$1,846.61	
	\$17.60	\$18.03	\$18.48	\$18.94	\$19.41	\$19.90	\$20.40	\$20.91	\$21.43	\$21.97	\$22.52	\$23.08	
43	\$37,503.00	\$38,439.00	\$39,396.00	\$40,373.00	\$41,392.00	\$42,432.00	\$43,493.00	\$44,575.00	\$45,698.00	\$46,842.00	\$48,007.00	\$49,213.00	
	\$1,442.69	\$1,478.59	\$1,515.31	\$1,552.85	\$1,592.02	\$1,632.00	\$1,672.80	\$1,714.42	\$1,757.66	\$1,801.73	\$1,846.61	\$1,893.12	
	\$18.03	\$18.48	\$18.94	\$19.41	\$19.90	\$20.40	\$20.91	\$21.43	\$21.97	\$22.52	\$23.08	\$23.66	
44	\$38,439.00	\$39,396.00	\$40,373.00	\$41,392.00	\$42,432.00	\$43,493.00	\$44,575.00	\$45,698.00	\$46,842.00	\$48,007.00	\$49,213.00	\$50,461.00	
	\$1,478.59	\$1,515.31	\$1,552.85	\$1,592.02	\$1,632.00	\$1,672.80	\$1,714.42	\$1,757.66	\$1,801.73	\$1,846.61	\$1,893.12	\$1,940.45	
	\$18.48	\$18.94	\$19.41	\$19.90	\$20.40	\$20.91	\$21.43	\$21.97	\$22.52	\$23.08	\$23.66	\$24.26	
45	\$39,396.00	\$40,373.00	\$41,392.00	\$42,432.00	\$43,493.00	\$44,575.00	\$45,698.00	\$46,842.00	\$48,007.00	\$49,213.00	\$50,461.00	\$51,709.00	
	\$1,515.31	\$1,552.85	\$1,592.02	\$1,632.00	\$1,672.80	\$1,714.42	\$1,757.66	\$1,801.73	\$1,846.61	\$1,893.12	\$1,940.45	\$1,988.59	
	\$18.94	\$19.41	\$19.90	\$20.40	\$20.91	\$21.43	\$21.97	\$22.52	\$23.08	\$23.66	\$24.26	\$24.86	
46	\$40,373.00	\$41,392.00	\$42,432.00	\$43,493.00	\$44,575.00	\$45,698.00	\$46,842.00	\$48,007.00	\$49,213.00	\$50,461.00	\$51,709.00	\$52,999.00	
	\$1,552.85	\$1,592.02	\$1,632.00	\$1,672.80	\$1,714.42	\$1,757.66	\$1,801.73	\$1,846.61	\$1,893.12	\$1,940.45	\$1,988.59	\$2,038.37	
	\$19.41	\$19.90	\$20.40	\$20.91	\$21.43	\$21.97	\$22.52	\$23.08	\$23.66	\$24.26	\$24.86	\$25.48	
47	\$41,392.00	\$42,432.00	\$43,493.00	\$44,575.00	\$45,698.00	\$46,842.00	\$48,007.00	\$49,213.00	\$50,461.00	\$51,709.00	\$52,999.00	\$54,309.00	
	\$1,592.02	\$1,632.00	\$1,672.80	\$1,714.42	\$1,757.66	\$1,801.73	\$1,846.61	\$1,893.12	\$1,940.45	\$1,988.59	\$2,038.37	\$2,088.96	
	\$19.90	\$20.40	\$20.91	\$21.43	\$21.97	\$22.52	\$23.08	\$23.66	\$24.26	\$24.86	\$25.48	\$26.11	
48	\$42,432.00	\$43,493.00	\$44,575.00	\$45,698.00	\$46,842.00	\$48,007.00	\$49,213.00	\$50,461.00	\$51,709.00	\$52,999.00	\$54,309.00	\$55,661.00	
	\$1,632.00	\$1,672.80	\$1,714.42	\$1,757.66	\$1,801.73	\$1,846.61	\$1,893.12	\$1,940.45	\$1,988.59	\$2,038.37	\$2,088.96	\$2,141.18	
	\$20.40	\$21.43	\$21.97	\$22.52	\$23.08	\$23.66	\$24.26	\$24.86	\$25.48	\$26.11	\$26.76		

Schedule of Pay Grades - Tier B, October 1, 1998 through September 30, 1999

	A	B	C	D	E	F	G	H	I	J	K	L	M
49	\$43,493.00	\$44,575.00	\$45,698.00	\$46,842.00	\$48,007.00	\$49,213.00	\$50,461.00	\$51,709.00	\$52,999.00	\$54,309.00	\$55,661.00	\$57,076.00	Continue to
	\$1,672.80	\$1,714.42	\$1,757.66	\$1,801.73	\$1,846.61	\$1,893.12	\$1,940.45	\$1,988.59	\$2,038.37	\$2,088.96	\$2,141.18	\$2,195.04	Tier A Pay
	\$20.91	\$21.43	\$21.97	\$22.52	\$23.08	\$23.66	\$24.26	\$24.86	\$25.48	\$26.11	\$26.76	\$27.44	Plan for next
													Increase
50	\$44,575.00	\$45,698.00	\$46,842.00	\$48,007.00	\$49,213.00	\$50,461.00	\$51,709.00	\$52,999.00	\$54,309.00	\$55,661.00	\$57,076.00	\$58,490.00	
	\$1,714.42	\$1,757.66	\$1,801.73	\$1,846.61	\$1,893.12	\$1,940.45	\$1,988.59	\$2,038.37	\$2,088.96	\$2,141.18	\$2,195.04	\$2,249.71	
	\$21.43	\$21.97	\$22.52	\$23.08	\$23.66	\$24.26	\$24.86	\$25.48	\$26.11	\$26.76	\$27.44	\$28.12	
51	\$45,698.00	\$46,842.00	\$48,007.00	\$49,213.00	\$50,461.00	\$51,709.00	\$52,999.00	\$54,309.00	\$55,661.00	\$57,076.00	\$58,490.00	\$59,967.00	
	\$1,757.66	\$1,801.73	\$1,846.61	\$1,893.12	\$1,940.45	\$1,988.59	\$2,038.37	\$2,088.96	\$2,141.18	\$2,195.04	\$2,249.71	\$2,306.02	
	\$21.97	\$22.52	\$23.08	\$23.66	\$24.26	\$24.86	\$25.48	\$26.11	\$26.76	\$27.44	\$28.12	\$28.83	
52	\$46,842.00	\$48,007.00	\$49,213.00	\$50,461.00	\$51,709.00	\$52,999.00	\$54,309.00	\$55,661.00	\$57,076.00	\$58,490.00	\$59,967.00	\$61,464.00	
	\$1,801.73	\$1,846.61	\$1,893.12	\$1,940.45	\$1,988.59	\$2,038.37	\$2,088.96	\$2,141.18	\$2,195.04	\$2,249.71	\$2,306.02	\$2,363.95	
	\$22.52	\$23.08	\$23.66	\$24.26	\$24.86	\$25.48	\$26.11	\$26.76	\$27.44	\$28.12	\$28.83	\$29.55	
53	\$48,007.00	\$49,213.00	\$50,461.00	\$51,709.00	\$52,999.00	\$54,309.00	\$55,661.00	\$57,076.00	\$58,490.00	\$59,967.00	\$61,464.00	\$62,983.00	
	\$1,846.61	\$1,893.12	\$1,940.45	\$1,988.59	\$2,038.37	\$2,088.96	\$2,141.18	\$2,195.04	\$2,249.71	\$2,306.02	\$2,363.95	\$2,422.70	
	\$23.08	\$23.66	\$24.26	\$24.86	\$25.48	\$26.11	\$26.76	\$27.44	\$28.12	\$28.83	\$29.55	\$30.28	
54	\$49,213.00	\$50,461.00	\$51,709.00	\$52,999.00	\$54,309.00	\$55,661.00	\$57,076.00	\$58,490.00	\$59,967.00	\$61,464.00	\$62,983.00	\$64,564.00	
	\$1,893.12	\$1,940.45	\$1,988.59	\$2,038.37	\$2,088.96	\$2,141.18	\$2,195.04	\$2,249.71	\$2,306.02	\$2,363.95	\$2,422.70	\$2,483.09	
	\$23.66	\$24.26	\$24.86	\$25.48	\$26.11	\$26.76	\$27.44	\$28.12	\$28.83	\$29.55	\$30.28	\$31.04	
55	\$50,461.00	\$51,709.00	\$52,999.00	\$54,309.00	\$55,661.00	\$57,076.00	\$58,490.00	\$59,967.00	\$61,464.00	\$62,983.00	\$64,564.00	\$66,165.00	
	\$1,940.45	\$1,988.59	\$2,038.37	\$2,088.96	\$2,141.18	\$2,195.04	\$2,249.71	\$2,306.02	\$2,363.95	\$2,422.70	\$2,483.09	\$2,545.10	
	\$24.26	\$24.86	\$25.48	\$26.11	\$26.76	\$27.44	\$28.12	\$28.83	\$29.55	\$30.28	\$31.04	\$31.81	
56	\$51,709.00	\$52,999.00	\$54,309.00	\$55,661.00	\$57,076.00	\$58,490.00	\$59,967.00	\$61,464.00	\$62,983.00	\$64,564.00	\$66,165.00	\$67,829.00	
	\$1,988.59	\$2,038.37	\$2,088.96	\$2,141.18	\$2,195.04	\$2,249.71	\$2,306.02	\$2,363.95	\$2,422.70	\$2,483.09	\$2,545.10	\$2,608.75	
	\$24.86	\$25.48	\$26.11	\$26.76	\$27.44	\$28.12	\$28.83	\$29.55	\$30.28	\$31.04	\$31.81	\$32.61	
57	\$52,999.00	\$54,309.00	\$55,661.00	\$57,076.00	\$58,490.00	\$59,967.00	\$61,464.00	\$62,983.00	\$64,564.00	\$66,165.00	\$67,829.00	\$69,535.00	
	\$2,038.37	\$2,088.96	\$2,141.18	\$2,195.04	\$2,249.71	\$2,306.02	\$2,363.95	\$2,422.70	\$2,483.09	\$2,545.10	\$2,608.75	\$2,674.03	
	\$25.48	\$26.11	\$26.76	\$27.44	\$28.12	\$28.83	\$29.55	\$30.28	\$31.04	\$31.81	\$32.61	\$33.43	
58	\$54,309.00	\$55,661.00	\$57,076.00	\$58,490.00	\$59,967.00	\$61,464.00	\$62,983.00	\$64,564.00	\$66,165.00	\$67,829.00	\$69,535.00	\$71,261.00	
	\$2,088.96	\$2,141.18	\$2,195.04	\$2,249.71	\$2,306.02	\$2,363.95	\$2,422.70	\$2,483.09	\$2,545.10	\$2,608.75	\$2,674.03	\$2,740.94	
	\$26.11	\$26.76	\$27.44	\$28.12	\$28.83	\$29.55	\$30.28	\$31.04	\$31.81	\$32.61	\$33.43	\$34.26	
59	\$55,661.00	\$57,076.00	\$58,490.00	\$59,967.00	\$61,464.00	\$62,983.00	\$64,564.00	\$66,165.00	\$67,829.00	\$69,535.00	\$71,261.00	\$73,050.00	
	\$2,141.18	\$2,195.04	\$2,249.71	\$2,306.02	\$2,363.95	\$2,422.70	\$2,483.09	\$2,545.10	\$2,608.75	\$2,674.03	\$2,740.94	\$2,809.49	
	\$26.76	\$27.44	\$28.12	\$28.83	\$29.55	\$30.28	\$31.04	\$31.81	\$32.61	\$33.43	\$34.26	\$35.12	
60	\$57,076.00	\$58,490.00	\$59,967.00	\$61,464.00	\$62,983.00	\$64,564.00	\$66,165.00	\$67,829.00	\$69,535.00	\$71,261.00	\$73,050.00	\$74,880.00	
	\$2,195.04	\$2,249.71	\$2,306.02	\$2,363.95	\$2,422.70	\$2,483.09	\$2,545.10	\$2,608.75	\$2,674.03	\$2,740.94	\$2,809.49	\$2,879.66	
	\$27.44	\$28.12	\$28.83	\$29.55	\$30.28	\$31.04	\$31.81	\$32.61	\$33.43	\$34.26	\$35.12	\$36.00	

Schedule of Pay Grades -- Tier B, October 1, 1998 through September 30, 1999

	A	B	C	D	E	F	G	H	I	J	K	L	M
61	\$58,490.00	\$59,967.00	\$61,464.00	\$62,983.00	\$64,564.00	\$66,165.00	\$67,829.00	\$69,535.00	\$71,281.00	\$73,050.00	\$74,880.00	\$76,732.00	Continue to
	\$2,249.71	\$2,306.02	\$2,363.95	\$2,422.70	\$2,483.09	\$2,545.10	\$2,608.75	\$2,674.03	\$2,740.94	\$2,809.49	\$2,879.66	\$2,951.47	Tier A Pay
	\$28.12	\$28.83	\$29.55	\$30.28	\$31.04	\$31.81	\$32.61	\$33.43	\$34.26	\$35.12	\$36.00	\$36.89	Plan for next
													increase

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 _____ DEPARTMENT _____
NAME OF EMPLOYER _____

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.

_____ SOCIAL SECURITY NUMBER _____ STREET ADDRESS _____
_____ EMPLOYEE'S SIGNATURE _____ CITY, STATE, ZIP CODE _____

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 Service.



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.

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.

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.

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.

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

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:

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

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

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
EMPLOYEE PERFORMANCE APPRAISAL
General Employees

NAME (Last, First, MI)		
DEPARTMENT	POSITION TITLE	
EVALUATION PERIOD FROM: TO:	DATE OF REVIEW	NUMBER OF SICK LEAVE HOURS USED
PURPOSE OF REPORT: Probationary () Promotional () Annual ()		

COMMENTS: _____

INSTRUCTIONS FOR COMPLETION

RED
Dec

TEAMWORK	Weight <u>()</u> x Score
The ability to work well with co-workers and supervisors.	Weighted Score <u>()</u>
<p>1 1.5 2 2.5 3 3.5 4 4.5 5</p> <p>Causes friction Among workers Tends to gripe and Argue. Antagonistic. Does not help others.</p> <p>Occasionally is difficult to work with will help when asked.</p> <p>Works willingly with others. Is good at achieving cooperation.</p> <p>Very cooperative. Is quick to offer help. Gets along well with most people. Very good team worker.</p> <p>Extremely cooperative Constantly offers aid. Always available to others. Outstanding team worker.</p>	
COMMENTS:	

INITIATIVE	Weight <u>()</u> x Score
The ability to be a self-starter and to show resourcefulness.	Weighted Score <u>()</u>
<p>1 1.5 2 2.5 3 3.5 4 4.5 5</p> <p>Needs constant Supervision to start And complete tasks. Is not resourceful.</p> <p>Requires close supervision to start and complete tasks. Is rarely resourceful.</p> <p>Follows tasks through to completion. Is reasonably resourceful.</p> <p>Very good initiative and follow through. Is resourceful and uses ability to think through problems.</p> <p>Superior initiative and follow through. Highly resourceful and shows superior ability to think Through and solve problems.</p>	
COMMENTS:	

RECORDS AND REPORTS	Weight <u>()</u> x Score
The ability to produce accurate reports and to maintain records.	Weighted Score <u>()</u>
<p>1 1.5 2 2.5 3 3.5 4 4.5 5</p> <p>Reports are poorly thought out; sloppy record keeping; often careless with records and/or files.</p> <p>Sometimes careless with records and/or files. Records not properly kept.</p> <p>Handles records properly; reports are usually accurate and timely.</p> <p>Requires little or no supervision; completes records/reports on time; records are in order.</p> <p>Does original research writes well planned reports; records always in order</p>	
COMMENTS:	

RED Jee

COMMUNICATION/PUBLIC SERVICE	Weight <u> </u> x Score
Demonstrates courtesy and effectiveness in dealing with the public.	Weighted Score <u> </u>
<p>1 1.5 2 2.5 3 3.5 4 4.5 5</p> <p>Unsatisfactory. Has Frequent problems in Dealing with the public; Discourteous.</p> <p>Occasionally discourteous in dealing with the public. Sometimes tactless.</p> <p>Good skills in dealing with the public. Usually courteous and effective.</p> <p>Communication Skills are well developed; makes Extra effort to help.</p> <p>Extremely courteous; well effective; is an exemplary role model.</p>	
COMMENTS:	

WORK HABITS	Weight <u> </u> x Score
The ability to organize one's work efficiently and work under pressure.	Weighted Score <u> </u>
<p>1 1.5 2 2.5 3 3.5 4 4.5 5</p> <p>Constantly wastes time; does not organize work. Is unable to handle pressures of the job.</p> <p>Occasionally does not use time wisely and is often disorganized. Occasionally cannot Handle pressures of the job.</p> <p>Uses time and equipment well. Is well organized. Can handle the pressures associated with the job.</p> <p>Frequently makes extra Effort to organize work, frequently uses time and Equipment more effectively than expected for the position.</p> <p>Constantly uses time and equipment to the fullest; always has work organized beyond what is expected. Is able to work effectively in high pressure situations.</p>	
COMMENTS:	

SUPERVISION (For working Supervisors/Foremen)	Weight <u> </u> x Score
The ability to organize and plan quality work and get the job done on schedule.	Weighted Score <u> </u>
<p>1 1.5 2 2.5 3 3.5 4 4.5 5</p> <p>Usually disorganized and often in a crisis caused by a lack of planning and organizing. Does not delegate work effectively.</p> <p>Does very little planning and organizing. Is not effective in getting staff to complete the assigned work.</p> <p>Good at planning and organizing the work load. Usually does a good job at delegation and follow through. Staff usually gets the job done properly and on time.</p> <p>Very good at planning and organizing work. Makes very effective use of staff to get the job done properly and on time. Produces very good results.</p> <p>Superior at planning organizing and delegating the assigned work. Gets extraordinary results through an effective working relationship with the staff.</p>	
COMMENTS:	

REP
JAE

PERFORMANCE RATINGS: Circle the number which appears above or between the level(s) of performance which most closely match(es) the performance demonstrated by the employee during the appraisal period.

PRODUCTIVITY					Weight <u>()</u> x Score				
The amount of work an individual does in a work day.					Weighted Score <u>()</u>				
1	1.5	2	2.5	3	3.5	4	4.5	5	
Usually below acceptable standard for work unit.		Barely acceptable level of output. A slow worker.		Meets expectations of average output for work unit.		Very industrious. Does more than is required.		Excellent producer Generates maximum output.	
COMMENTS:									

QUALITY OF WORK					Weight <u>()</u> x Score				
Accuracy, neatness, and thoroughness of work effort.					Weighted Score <u>()</u>				
1	1.5	2	2.5	3	3.5	4	4.5	5	
Produces a poor Quality of work. Makes frequent Errors. Someone Must always check Work.		Produces work of Marginal quality which often contains errors. Careless.		Quality of work is good. Usually accurate Conscientious about Doing quality work.		Produces high quality, accurate work. Seldom makes mistakes.		Produces outstanding Precise, neat, and accurate work.	
COMMENTS:									

APPLIED JOB KNOWLEDGE					Weight <u>()</u> x Score				
Demonstrates the knowledge and abilities necessary to perform the job.					Weighted Score <u>()</u>				
1	1.5	2	2.5	3	3.5	4	4.5	5	
Lacks knowledge to Perform the job. Has difficulty performing job duties. Requires major improvements.		Marginal job knowledge. Often has to ask how to do routine job duties. Requires improvement in many areas.		Good job knowledge. Possesses knowledge and skills to perform the duties of the position.		Above average job knowledge. Possesses and applies skills and job knowledge And rarely needs to ask for job information		Applies an outstanding level of job knowledge Possesses and uses broad and detailed knowledge of all aspects of the job.	
COMMENTS:									

RED
Jee

Action Plan (Include any training and development issues)

What will rater do to help the person being rated to develop and improve performance? What will rated person do specifically to develop and improve the areas previously discussed? Are there difficulties in your job which you would like to see improved? What would you like to see done? Do you see any opportunities for restructuring your job or are there different methods or techniques that you would recommend to do the job more efficiently?

Supervisor's Overall Comments:

Signature

Date

Reviewer's Comments:

Signature

Date

Signature

Date

Employee's Comments:

Signature

My signature does not necessarily mean I agree with the rating. It does signify review of its contents and the opportunity to discuss questions with the rater

Salary Recommendation _____ Recommend change from probationary to regular status



TOTAL PERFORMANCE RATING: _____

(Add up the weighted scores for each of the performance factors to determine the TOTAL PERFORMANCE RATING)



APPENDIX G

SICK LEAVE POOL POLICY

HR-98-055:

SICK LEAVE POOL

REVISED DATE:

MAY 1, 1998

ORIGINATING OFFICE:

HUMAN RESOURCES AND RISK MANAGEMENT

PURPOSE:

The purpose of this program is to establish a Sick Leave Pool from which 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.

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 of Human Resources and Risk Management, 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 Office of Human Resources and Risk Management shall serve as an ex-officio member of the Committee and will represent the Director of Human Resources and Risk Management in his/her 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 employee's, may participate in the Sick Leave Pool after completion of one (1) year of employment with the City as determined by January 1st in the first year of the program and October 1st for every year thereafter in any given calendar year and provided that such employee has a minimum accumulation of 96 hours of sick and/or vacation leave prior to the transfer of any sick or vacation leave to the program.
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

SICK LEAVE PROGRAM ELECTION FORM
FY 1999

Check one of the boxes below and return to the Human Resources Division

- 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 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 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

HR-98-047: **FAMILY LEAVE**
REVISED DATE: **MAY 1, 1998**
ORIGINATING OFFICE: **HUMAN RESOURCES AND RISK MANAGEMENT**
AUTHORIZATION: **FAMILY AND MEDICAL LEAVE ACT OF 1993**

PURPOSE:

To outline the conditions under which an employee may request leave in conformance with the Family and Medical Leave Act of 1993. This policy provides for time off without pay for a limited period with job protection and no loss of accumulated service if the employee returns to work.

POLICY:

A family or medical leave of absence is defined as an approved absence available to eligible employees for up to twelve (12) weeks of unpaid leave per year (12 months) under particular circumstances that are critical to the employees or their family members. 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 :

- on the birth of an employee's child;
- on the placement of a child for adoption or foster care with an employee;
- when an employee is needed to care for a child, spouse, or parent who has a serious health condition; or
- when an employee is unable to perform at least one of the essential functions of his or her position because of the employee's own serious health condition.

Unless otherwise provided for in a collective bargaining agreement, all regular employees are eligible for leave under this policy if employed by the City for at least twelve (12) months and if they have worked at least 1,250 hours during the twelve (12) month period immediately preceding the requested leave.

Leave may be taken on an intermittent or reduced-leave schedule if it is medically necessary for a serious health condition of the employee or his or her spouse, child, or parent.

Spouses who are both employed by the City are entitled to a total of twelve (12) weeks leave (rather than 12 weeks for each spouse) for the birth or placement in adoption or foster care.

PROCEDURE:

Employees requesting family leave will be required to utilize accrued sick or annual leave benefits before becoming eligible for the unpaid leave. Use of accrued sick or annual leave by the employee will be counted as part of the family leave time requirements. 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 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 the Family Leave request.

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.

APPENDIX I

LETTER OF UNDERSTANDING WORKERS' COMPENSATION (Restricted Duty Return to Work Authorization)

LETTER OF UNDERSTANDING

DATE: July 12, 1999

TO: Ralph Dierks, President
AFSCME, Local 2432

FROM: James E. Carnicella
Director, Division of Human Resources

ISSUE:

To establish a uniform program for the temporary placement of employees on Workers Compensation with restricted duty return to work authorization.

EXPLANATION:

The City of Hollywood, in an effort to effectively and efficiently manage its human resources and reduce the cost of workers' compensation has established a short-term return to work program. Employees who can perform limited or restricted duties while recovering from work related injuries or illnesses would be permitted to perform duties, on a temporary basis, outside of their normal job classification and/or assigned department or division at their regular rate pay.

PROCEDURE:

Placement within assigned Department/Division

- Employees returning to work with limited or restricted duty authorization from their authorized physician will have their restrictions reviewed by the Human Resources Director who will determine what if any restricted duty the employee can perform within their assigned department or division. If there is an available limited duty assignment available based on the restrictions specified, the employee will be placed in that position until released to full duty without restrictions by their authorized City physician.
- The Human Resources Director will notify the Risk Management Division of the assignment.

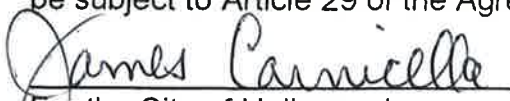
Placement outside Assigned Department/Division

- If the employee's assigned Department/Division does not have a temporary assignment which will accommodate the employees restrictions, the Human Resources Director will coordinate placement of the employee in a temporary position outside their permanently assigned area and/or job classification if available at their regular rate of pay.

Accountability and Supervision

- When an employee has been assigned to another Department/Division that employee will report directly and be supervised by that Department/Division.
- The supervisor within the new Department/Division will notify the employee's original Division of any changes in the employees' status.
- The Parties agree to regularly meet and discuss the status of the employees assignment relative to the restrictions, the efficiency and productivity of the alternate assignments.
- This Agreement may be re-opened after October 1, 2000.

This Understanding between the parties will be effective October 1, 1999 and incorporated into the Collective Bargaining Agreement. This Understanding will be subject to Article 29 of the Agreement.



For the City of Hollywood



For AFSCME, Local 2432

9/29/1999.
Date

APPENDIX J

LETTER OF UNDERSTANDING PERFORMANCE EVALUATION PROCESS

APPENDIX K

LETTER OF UNDERSTANDING NON-CONTRIBUTORY PENSION PLAN

LETTER OF UNDERSTANDING

DATE: July 19, 1999

TO: Ralph Dierks, President
AFSCME, Local 2432

FROM: James E. Carnicella
Director, Division of Human Resources

ISSUE:

Non-Contributory Pension Plan.

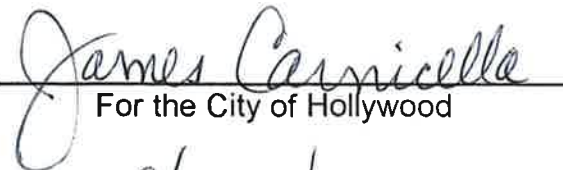
EXPLANATION:

Effective July 1, 1999 the City of Hollywood will no longer offer as an ongoing entitlement to any City employee the Non-Contributory Pension Plan. All employees presently enrolled in the Non-Contributory Plan must enroll in the Contributory Pension Plan by July 1, 1999 as a condition of continued employment.

All benefits accrued by any employee as a member of the Non-Contributory Plan will be frozen. The vesting rights of employees in the Non-Contributory Plan will not be affected. Any benefits accrued in the Non-Contributory and Contributory Plans will be available in a split manner. The number of years of service in the Non-Contributory and Contributory Plans will be combined. The actual monetary benefits to be paid will be based on the years of service in each plan.

The appropriate percentage (1%) or (3%) will be multiplied by the number of years in each plan which combined, will be the monthly pension entitlement.


Effective July 1, 1999 all City employees previously enrolled in the Non-Contributory Plan will be entitled to the benefits of the Contributory Plan except for the years of vested service within the Non-Contributory Plan and the multiplier mentioned above.



For the City of Hollywood



For AFSCME, Local 2432



Date

