

AGREEMENT  
BETWEEN  
CITY OF MIAMI, MIAMI, FLORIDA  
AND  
MIAMI GENERAL EMPLOYEES  
AMERICAN FEDERATION OF STATE,  
COUNTY, AND MUNICIPAL EMPLOYEES  
LOCAL 1907, AFL-CIO

October 1, 2020 -- September 30, 2023

## TABLE OF CONTENTS

	<u>Page</u>
Agreement	1
Preamble	2
Article 1 Recognition	3
Article 2 Representation of the City	4
Article 3 Representation of the UNION	5
Article 4 Management Rights	7
Article 5 No Strike	10
Article 6 Discrimination	12
Article 7 Prevailing Benefits	13
Article 8 Attendance At Meetings/UNION Time Pool	14
Article 9 UNION Stewards	18
Article 10 Contract Distribution	20
Article 11 Notices	21
Article 12 Bulletin Boards	22
Article 13 Dues Check off	23
Article 14 Grievance Procedure	25
Article 15 Employees' Bill of Rights	31
Article 16 Disciplinary Procedures	32
Article 17 Loss of Employment	34
Article 18 Employee Evaluation	37
Article 19 Anniversary Increase	39
Article 20 Employees Acting Within the Scope of Authority	41
Article 21 Working Out of Classification	42
Article 22 Rest/Lunch Periods	44
Article 23 Line of Duty Injuries	45

Article 24	Wages	50
Article 25	Pay Supplements	53
Article 26	Salary Basis/Exempt	57
Article 27	Overtime/Compensatory Time	58
Article 28	Group Insurance	61
Article 29	Uniforms and Safety Shoes	68
Article 30	Tool Allowance	70
Article 31	Tuition Reimbursement	72
Article 32	Call Back Pay	75
Article 33	Jury Duty/Court Appearance	76
Article 34	Commendation Paid Leave	78
Article 35	Parking	79
Article 36	Blood Donors	80
Article 37	Vacation	81
Article 38	Security Operations	84
Article 39	Sick Leave	85
Article 40	Tardiness	90
Article 41	Family Medical Leave and Leave Without Pay	92
Article 42	Labor/Management Partnership Committees	95
Article 43	Bereavement - Death in Family	96
Article 44	Military Leave	97
Article 45	Holidays	98
Article 46	Promotions	100
Article 47	Residency	101
Article 48	Total Agreement	102
Article 49	Savings Clause	103
Article 50	Seniority	104
Article 51	Leave Balance Payoffs	105

Article 52	Pension	106
Article 53	Term of Agreement	110
Article 54	Health and Safety	112
	Appendix A	116

**AGREEMENT**

THIS AGREEMENT is entered into this \_\_\_\_\_ of \_\_\_\_\_ 2020, between the CITY OF MIAMI, FLORIDA, a municipal corporation (hereinafter referred to as the "City") and the MIAMI GENERAL EMPLOYEES AFSCME LOCAL 1907, AFL-CIO (hereinafter referred to as the "UNION")

## **PREAMBLE**

WHEREAS, it is the intention of the parties to this Agreement to set forth herein the entire agreement of the parties concerning matters which are within the scope of negotiation:

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the parties do mutually covenant and agree as follows:

## ARTICLE 1

### **RECOGNITION**

**1.1** Pursuant to and in accordance with all applicable provisions of Chapter 447, Florida Statutes, as amended, the City recognizes the UNION as the exclusive bargaining representative for all employees included in the bargaining unit.

**1.2** The bargaining unit is as defined in presently filed Certification issued by the Florida Public Employees Relations Commission initially certified on June 6, 1978, Certification #408, which includes all the classifications listed in APPENDIX A of the Agreement.

**1.3** The City shall promptly notify the UNION in writing of any newly created classifications within the City. The City shall also provide the Union with copies of requests for audits of any bargaining unit positions when they are requested.

**1.4** If there is a dispute between the parties regarding the inclusion or exclusion of any classifications within the bargaining unit, the issue shall be settled in accordance with State law.

## **ARTICLE 2**

### **REPRESENTATION OF THE CITY**

**2.1** The City shall be represented by the City Manager, the Director of Human Resources or a person or persons designated in writing to the UNION by the City Manager. The City Manager and the Director of Human Resources or designee shall have sole authority to execute an Agreement on behalf of the City subject to ratification by an official resolution of the City Commission.

**2.2** It is understood that the City Representative or Representatives are the official representatives of the City for the purpose of negotiating with the UNION. Negotiations entered into with persons other than those as defined herein, regardless of their position or association with the City, shall be deemed unauthorized and shall have no weight of authority in committing or in any way obligating the City.

## ARTICLE 3

### **REPRESENTATION OF THE UNION**

**3.1** The UNION shall be represented by the President of the UNION, or by a person designated in writing to the City Manager, the Director of Human Resources or designee by the President of the UNION. The identification of representatives shall be made each year at least fifteen (15) calendar days prior to April 1st. Said designation shall be accompanied by an affidavit executed by said President that the UNION has complied with all requirements of State law in effect at that time with respect to registration of the UNION.

**3.2** The President of the UNION, or the person designated by said President, shall have full authority to conclude an agreement on behalf of the UNION subject to ratification. It is understood that the UNION representative is the official representative of the UNION for the purpose of negotiating with the City. Negotiations entered into with persons other than those as defined herein, regardless of their position or association with the UNION, shall be deemed unauthorized and shall have no weight of authority in committing or in any way obligating the UNION.

It shall be the responsibility of the UNION to notify the City Manager or the Director of Human Resources in writing of any changes in the designation of the President of the UNION or of any certified representative of the UNION.

**3.3** The UNION may be represented at negotiation sessions by not more than four (4) designated employee representatives. The four (4) employee representatives may be permitted to attend negotiation sessions on duty with no loss of pay or emoluments except that if one of the four (4) employee representatives is the UNION President on full-time release in

accordance with the terms of Article 8, Attendance at Meetings/UNION Time Pool, then only three (3) employees may be released from duty with no loss of pay or emoluments. If two (2) of the four (4) employee representatives are the UNION President and the full-time release designee, then only two (2) employee may be released from duty with no loss of pay or emoluments.

## ARTICLE 4

### **MANAGEMENT RIGHTS**

**4.1** The City has and will continue to retain, whether exercised or not, the right to operate and manage its affairs in all respects, and the powers and authority not abridged, delegated or modified by the express provisions of this Agreement or in any Memorandum of Understanding(s) (MOU) that is incorporated in this agreement and attached hereto or referred to herein, in addition to any MOU entered into during the term of this agreement. AFSCME, Local 1907 and the City retain the right to bring forth additional MOUs which were entered into by both parties and incorporate them as part of the agreement after notification of the respective party (AFSCME, Local 1907/City Manager or designee) who will confirm the authenticity of the MOUs. Otherwise, any changes of terms and conditions of employment shall not be recognized. Any future MOU that amends the collective bargaining agreement shall be subject to Florida Statute, Chapter 447, Part II.

The parties agree to a sunset provision that begins at the ratification of this labor agreement wherein any MOU that is not included with the labor agreement will be considered null and void.

The rights of the City, through its management officials, shall include, but shall not be limited to, the right to determine the organization of City Government; to determine the purpose of each of its constituent departments; to exercise control and discretion over the organization and operations of the City; to set standards for service to be offered to the public; to direct the employees, including the right to assign work and overtime; to hire, examine, classify, promote, train, transfer, assign, and schedule employees; to change employee's work schedules; to

suspend, demote, discharge, or take other disciplinary action against employees for proper cause; to increase, reduce, change, modify or alter the composition and size of the work force, including the right to permanently or temporarily layoff, furlough or otherwise relieve employees from duties because of lack of work or funds or for other legitimate reasons; to determine the location, methods, means, and personnel by which operations are to be conducted, including the right to determine whether goods or services are to be made or purchased; to establish, modify, combine or abolish positions; to change or eliminate existing methods of operation, equipment or facilities; and to establish rules, regulations and rules of conduct.

With regard to changing employees' work schedules, the City agrees to give the Union and the affected employees at least thirty (30) days written notice of the proposed change and to take into consideration, and make a good faith effort to accommodate, any undue hardship (medical or otherwise) that the schedule change may impose upon the employee. The failure to accommodate such alleged undue hardship shall not be subject to the Grievance procedures, so long as the City complies with State and Federal laws. The City also agrees to convene a Labor Management Meeting with the Union (if the Union so requests in writing) during those thirty days. Further, whenever a change affects a classification that is assigned to work on more than one shift, the City shall allow employees to bid for shifts by classification seniority and shall notify employees of their assigned shifts at least thirty (30) days prior to implementation of the change. Re-bids shall be once every October.

**4.2** The City has the sole authority to determine the purpose and mission of the City, to prepare and submit budgets to be adopted by the City Commission. This shall not prohibit the UNION from expressing its views to the legislative body at the public budget hearing.

**4.3** If the City fails to exercise any one or more of the above functions from time to time, this will not be deemed a waiver of the City's right to exercise any or all of such functions. This provision will in no way alter or diminish the rights afforded by Article 7, Prevailing Benefits.

**4.4** Those inherent managerial functions, prerogatives and policy-making rights which the City has not expressly modified or restricted by a specific provision in this Agreement are not in any way, directly or indirectly, subject to the Grievance Procedure contained in this agreement.

**4.5** Delivery of municipal services in the most efficient, effective and courteous manner is of paramount importance to the City of Miami. Such achievement is recognized to be a mutual obligation of both parties within their respective roles and responsibilities.

**4.6** The City retains the right to establish, and from time to time to amend, rules and regulations not in conflict with this Agreement.

## ARTICLE 5

### NO STRIKE

**5.1** "Strike" means the concerted failure to report for duty, the concerted absence of employees from their positions, the concerted abstinence in whole or in part by any group of employees from the full and faithful performance of their duties of employment with the City, participation in a deliberate and concerted course of conduct which adversely affects the services of the City, picketing or demonstrating in furtherance of a work stoppage, either during the term of or after the expiration of a collective bargaining agreement.

**5.2** Neither the UNION nor any of its officers, agents, and members, nor any UNION members, covered by this Agreement, will instigate, promote, sponsor, engage in, or condone any strike, sympathy strike, slowdown, sick-out, concerted stoppage of work, picketing in furtherance of any of those acts or any other interruption of the operations of the City.

**5.3** Each bargaining unit member who holds a position with the UNION occupies a position of special trust and responsibility in maintaining and bringing about compliance with this Article and the strike prohibition in F.S. 447.505 and the Constitution of the State of Florida, Article I, Section 6. Accordingly, the UNION, its officers, stewards and other representatives agree that it is their continuing obligation and responsibility to maintain compliance with this Article and the law, including their responsibility to abide by the provisions of this Article and the law by remaining at work during any interruption which may be initiated by others; and their responsibility, in event of breach of this Article or the law by other employees and upon the request of the City, to encourage and direct bargaining unit member violating this Article or the law to return to work, and to disavow the strike publicly.

**5.4** Any or all employees who violate any provision of the law prohibiting strikes or of this Article may be dismissed or otherwise disciplined by the City, and any such action by the City shall be appealable to the Civil Service Board.

## **ARTICLE 6**

### **DISCRIMINATION**

**6.1** The City and the UNION agree that the provisions of this Agreement shall be applied equally to all employees in the bargaining unit without discrimination as to age, sex, marital status, race, color, creed, national origin, religion, disability, sexual orientation, or political affiliation.

**6.2** The City agrees not to interfere with the right of the employees to join or not join the UNION, and there shall be no discrimination, interference, restraint or coercion by the City or the UNION because of UNION membership or non-union membership.

**6.3** The UNION recognizes its responsibilities as bargaining agent and agrees to represent all employees in the bargaining unit without discrimination, interference, restraint or coercion.

**6.4** Any claim of discrimination by an employee against the City, its officials or representatives, other than a claim of discrimination in violation of section 6.2, shall not be grievable or arbitrable under the provisions of Article 14 - Grievance Procedure, but shall be subject to the method of review prescribed by law or rules and regulations having the force and effect of law.

**6.5** The UNION shall not be required to process the grievance of a non-union member.

## ARTICLE 7

### **PREVAILING BENEFITS**

**7.1** Job benefits heretofore authorized by the City Manager continuously enjoyed by all employees covered by this Agreement, and not specifically provided for or abridged by this Agreement, shall continue upon the conditions by which they had been previously granted.

**7.2** Provided, however, nothing in this Agreement shall obligate the City to continue practices or methods which are unsafe, obsolete, inefficient or uneconomical. Disputes over the application of this Section may be subject to the Grievance Procedure.

**7.3** If the City desires to change such job benefits, the matter shall be negotiated between the City and the UNION in accordance with Chapter 447, Part II, Florida Statutes.

## ARTICLE 8

### **ATTENDANCE AT MEETINGS/UNION TIME POOL**

**8.1** The President of the UNION or a designated representative shall be allowed to attend regular meetings and special meetings of the City Commission, State or National UNION Conventions, the Civil Service Board, the Equal Employment Opportunity Advisory Board and the Pension Plan Board. Time off for the UNION President or any other bargaining unit employees to attend these or other similarly approved meetings will be in accordance with Section 2 of this Article.

**8.2** A UNION time pool is hereby authorized subject to the following:

- A.** The City agrees to establish an annual time pool bank of 8,500 hours to be used in accordance with the provisions of this Article. All unused hours will be carried over to the following calendar year.
- B.** For each bargaining unit member, except the UNION President, or a designee, when on full-time release, who is authorized to use time from the UNION time pool, the President shall fill out the appropriate form as provided for by the City. This form shall be signed by the UNION President and forwarded to the Department Director a minimum of seven (7) calendar days prior to the time the employee UNION representative desires such leave. A copy shall also be forwarded to the Director of Human Resources or designee. It is understood on rare occasions the seven (7) day time limit may not be met. The President

shall forward a detailed explanation to the Director of Human Resources or designee as to why the seven (7) day rule was not met.

- C. Bargaining unit members shall be released from duty only if the needs of the service permit, but such release shall not be unreasonably denied. If because of the needs of the service a bargaining unit member cannot be released at the time desired, the UNION may request an alternate bargaining unit member be released from duty during the desired time.
- D. In reporting a bargaining unit member's absence as a result of utilizing the UNION Time Pool, the daily attendance record shall reflect:  
"Bargaining Unit Member Doe on AL" (Authorized Leave)
- E. Any injury received or any accident incurred by a bargaining unit member whose time is being paid for by the UNION time pool, or while engaged in activities paid for by the UNION time pool, except the UNION President and the designee when on full-time release shall not be considered a line-of-duty injury, nor shall such injury or accident be considered to have been incurred in the course and scope of employment by the City of Miami within the meaning of Chapter 440, Florida Statutes, as amended.
- F. Upon written request to the Director of Human Resources or designee, the President of the UNION, and the two (2) designees will be released for the term of this Agreement from his/her regularly assigned duties for

the City. The terms of this agreement for such release are only to be implemented if the following qualifications are met by the UNION:

1. The UNION President and the two (2) designated representatives, will reasonably be available through the UNION office currently located at 4011 W. Flagler Street, Suite 405, Miami, Florida 33134, for consultation with the Management of the City of Miami.
2. No requests to attend meetings at the City's expense as the UNION representative will be made to the City by the UNION, its officers, agents or members.
3. The Time Pool will be charged for all hours during which the UNION President and the two (2) designees are on off-duty up to a forty (40) hour work week, except that absence due to vacation leave, sick leave, holidays, or compensatory leave will be charged to the President's employee leave accounts.

G. On no more than one occasion per month, the UNION Executive Board members may meet during their scheduled work shift for a period not to exceed four (4) hours. At no time will more than eight (8) employees be released to attend such meetings, and the Time Pool shall be charged a minimum of four (4) hours for each employee who attends such meetings. Release of employees for this purpose shall be conditioned upon compliance with other provisions of this Article.

**8.3** All applicable rules, regulations and orders shall apply to any bargaining unit employees on time pool release. Violations of the above-mentioned rules, regulations and orders shall subject the bargaining unit employees on pool time to regular disciplinary processes.

**8.4** The City reserves the right to rescind the provisions of this Article in the event any portion of the Article is found to be illegal. Cancelling the Article shall not preclude further negotiations of future employee time pool.

**8.5** Except as provided above, bargaining unit employees who attend administrative or judicial hearings shall not be compensated by the City unless such attendance is on behalf of and at the request of the City.

## ARTICLE 9

### UNION STEWARDS

**9.1** Employees within the bargaining unit shall be represented by no more than ten (10) Stewards. The UNION shall furnish the Department of Human Resources a list of the Stewards' and alternate Stewards' names and their assigned steward areas, and shall notify Human Resources of changes to the list within seven (7) work days.

**9.2** When requested by an employee, a steward may only investigate any alleged or actual grievance in his/her assigned steward area. He/She will be allowed reasonable time therefore during working hours without loss of time or pay upon notification and approval of his/her immediate supervisor outside the bargaining unit. Such release time will be granted consistent with the needs of the service but will not unreasonably be withheld.

**9.3** UNION business, other than that cited above, shall be conducted so as not to interfere with the work assignment of stewards or any other employees.

**9.4** A non-employee UNION Representative may consult with employees in assembly areas before the start of each work shift or after the end thereof.

**9.5** Should an employee UNION representative covered by this Agreement be released on the Attendance at Meetings/UNION Time Pool Article said employee may substitute for the steward, but in no event shall the steward and the employee UNION representative both investigate the same grievance or appear for the meeting called to resolve the grievance. Should the UNION President desire the UNION Steward, as described in Section 9.2, to attend a Step 3 grievance meeting, the steward may be released to attend said meeting with any time loss to be charged to the UNION Time Pool.

**9.6** An alternate Steward may be appointed for each steward. The alternate Steward will be utilized by management when management is unable to reach the UNION Steward or the UNION Steward cannot be spared for the assigned duties at the time and all provisions of this Article shall apply to alternate Stewards as well as regular Stewards.

**ARTICLE 10**

**CONTRACT DISTRIBUTION**

**10.1** The City agrees to furnish copies of this contract to each department director where UNION members are employed and said department directors shall make the contract available for employee examination at the employee's request.

## ARTICLE 11

### NOTICES

**11.1** The City agrees to provide to the UNION, the following: Agendas of regular and special City Commission meetings (except where exempt by applicable law), regular and special Pension Board meetings, regular and special Civil Service Board meetings and hearings, Charter Review and Reform Committee meetings, and Finance Committee meetings.

**11.2** Upon request by the UNION, the City further agrees to provide the UNION with a complete copy of all current written standard operating procedures, and rules, regulations or departmental orders, and any amendments thereto, for any department in which bargaining unit members are assigned.

**11.3** The Union shall be provided advance notice of all new employee orientations involving bargaining unit members and shall be allowed up to one-half (1/2) hour to speak thereat.

**ARTICLE 12**  
**BULLETIN BOARDS**

**12.1** The City shall provide bulletin board space which shall be used only for the following notices:

- A. Recreation and special affairs of the UNION
- B. UNION Meetings
- C. UNION Elections
- D. Reports on UNION Committees (including the UNION Political Action Committee)

**12.2** Notices or announcements shall not contain anything political or reflecting adversely on the City or any of its officials or employees; notices or announcements which violate the provisions of this section shall not be posted. This shall not preclude endorsements for the Civil Service Board or the Pension Board. Notices or announcements posted must be dated and must bear the signature of the UNION President or designee. In the event any non-UNION material is posted on the bulletin board, it shall be promptly removed by a representative of the UNION or by a representative of the City.

## ARTICLE 13

### **DUES CHECKOFF**

**13.1** During the term of this Agreement, the City agrees to deduct UNION membership dues and uniform assessments, if any, in an amount established by the UNION and certified in writing by an accredited UNION officer to the City from the pay of those employees in the bargaining unit who individually make such request on a written check off authorization form provided by the City. Such deduction will be made by the City when other payroll deductions are made and will begin with the pay for the first full pay period following receipt of the authorization by the City. The UNION shall advise the City of any uniform assessment or increase in dues in writing at least thirty (30) days prior to its effective date.

**13.2** This Article applies only to the deduction of membership dues and uniform assessments, if any, and shall not apply to the collection of any fines, penalties, or special assessments.

**13.3** Deductions of dues and uniform assessments, if any, shall be remitted by the City during the week following each biweekly pay period to a duly authorized representative as designated in writing by the UNION. The City shall deduct from the remittance an amount for the cost of dues check off. The amount will be calculated at two (\$.02) cents for each employee deduction, each payroll period, and ten (\$.10) cents for each addition or deletion to the check off register.

**13.4** In the event an employee's salary earnings within any pay period, after deductions for withholding, Social Security, retirement, group health insurance, and other priority deductions, are not sufficient to cover dues and any uniform assessments, it will be the

responsibility of the UNION to collect its dues and uniform assessment for that pay period directly from the employee.

**13.5** Deductions for the UNION dues and/or uniform assessment shall continue until either: 1) revoked by the employee by providing the City with thirty (30) days' written notice that he/she is terminating the prior check off authorization, 2) the termination of the authorizing employee, 3) the transfer, promotion, demotion of the authorizing employee out of this bargaining unit, or 4) the revocation or suspension of dues deduction as certified by the duly authorized UNION representative.

**13.6** The UNION shall indemnify and hold the City, its officers, officials, agents and employees harmless against any claim, demand, suit or liability (monetary or otherwise) and for all legal costs arising from any action taken or not taken by the City, its officials, agents and employees in complying with this Article. The UNION shall promptly refund to the City any funds received in accordance with this Article which are in excess of the amount of dues and/or uniform assessments which the City has agreed to deduct.

**13.7** The City will not deduct any UNION fines, penalties or special assessments from the pay of any employee.

**13.8** The dues check off authorization form provided by the City shall be used by employees who wish to initiate dues deduction.

## ARTICLE 14

### GRIEVANCE PROCEDURE

**14.1** It is agreed to and understood by both parties that there shall be a procedure for the resolution of grievances arising from the application or interpretation of this Agreement.

**14.2** A grievance is any dispute, controversy or difference between (a) the parties, (b) the City and an employee or employees on any issues with respect to, on account of, or concerning the meaning, interpretation or application of this Agreement or any terms or provisions thereof. A grievance shall refer to the specific provision or provisions of this Agreement alleged to have been violated. Any grievance not conforming to the provisions of this paragraph or that contains non-identification of specific violations of the Agreement shall be denied and not eligible to advance through the steps of the Grievance Procedure, including arbitration.

**14.3** Nothing in this Article or elsewhere in this Agreement shall be construed to require the UNION to process a grievance (a) on behalf of any employee without his/her consent, or (b) with respect to any matter which is the subject of a grievance, appeal, administrative action before a governmental board or agency, or court proceeding, brought by an individual employee or group of employees, or by the UNION. Oral and written reprimands/warnings/deficiencies shall not be considered grievable under this Agreement or the Civil Service Board.

**14.4** It is further agreed by the UNION that with respect to disciplinary actions, employees covered by this Agreement shall make an exclusive election of remedy prior to filing

a Step 2 or Step 3 Grievance. Such choice of remedy will be made in writing on the form to be supplied by the City.

The Election of Remedy form will indicate whether the aggrieved party or parties wish to utilize the Grievance Procedure contained in this Agreement or process the grievance, appeal or administrative action before a governmental board or agency. Such selection of redress other than through the Grievance Procedure contained herein shall preclude the aggrieved party or parties from utilizing said Grievance Procedure for adjustment of said grievance.

**14.5** The number of "working days" in presenting a grievance and receiving a reply from the different levels of supervision shall be based upon a forty (40) hour, five (5) day work week, Monday through Friday, not including City-wide holidays. Any grievance not processed in accordance with the time limits provided below, shall be considered conclusively abandoned. Any grievance not answered by Management within the time limits provided will automatically advance to the next higher step of the Grievance Procedure. Time limits can only be extended by mutual agreement of the UNION and Department Director or the Director of Human Resources or designee. Such agreed to extensions shall be followed up in writing.

**14.6** Where an employee covered by this Agreement elects to represent himself or be represented by someone other than the UNION, the City will respond through its management representatives consistent with the following steps and time limits. Said response will not be inconsistent with the Labor Agreement and a representative of the UNION will be given an opportunity to be present and receive a copy of the written response.

**14.7** A grievance shall be processed in accordance with the following procedure:

**Step 1.**

The aggrieved employee shall discuss the grievance with his/her immediate supervisor outside the bargaining unit within ten (10) working days of the occurrence which gave rise to the grievance. A City employee UNION representative will be given a reasonable opportunity to be present at any meeting called for the resolution of such grievance. The immediate supervisor, outside the bargaining unit, shall attempt to adjust the matter and/or verbally respond to the employee within ten (10) working days.

Where a grievance is general in nature in that it applies to a number of employees having the same issue to be decided, or if the grievance is directly between the UNION and the City, or when a grievance is filed due to an employee's dismissal, it shall be presented directly at Step 3 of the Grievance Procedure, within the time limits provided for the submission of a grievance in Step 1 by the UNION President. If the grievance relates to a disciplinary action, the Election of Remedy form as provided in Section 14.4 of this Article must be completed and attached to grievances presented directly at Step 3. All grievances must be processed within the time limits herein provided unless extended in writing by mutual agreement between the Director of Human Resources or designee and the UNION President or grieving employees.

## **Step 2.**

If the grievance has not been satisfactorily resolved at Step 1, the employee or the UNION representative may pursue the grievance to the second step of the Grievance Procedure. With regard to disciplinary actions, if the aggrieved party or parties elect the remedy other than the Grievance Procedure (Civil Service) contained herein, the grievance shall be withdrawn and conclusively abandoned. The employee or the UNION Representative shall reduce the grievance to writing on the standard form provided for this purpose and present such written grievance

to the Department Director concerned within ten (10) working days from the time the supervisor has given his/her oral response to Step 1. The Department Director or designee and Management personnel concerned shall meet with the employee and the UNION Representative and shall respond in writing to the UNION within ten (10) working days from receipt of the written grievance.

**Step 3.**

If the grievance has not been satisfactorily resolved at Step 2, the employee and/or the UNION President may present a written appeal to the Director of Human Resources or designee within ten (10) working days from the time the Step 2 response was due in Step 2. The Director of Human Resources or designee shall meet with the employee and/or the UNION President and shall respond in writing to the UNION within ten (10) working days from receipt of the appeal.

**Step 4.**

If the Grievance is not settled at Step 3, it may upon written request of the UNION President within ten (10) working days after receipt of reply or answer be referred to arbitration.

**14.8** The arbitration proceeding shall be conducted by an arbitrator selected by the employer and the UNION. The selection process of the arbitrator between the employer and the UNION will take place within twenty (20) days after notice is given. If the parties fail to select an arbitrator, the Federal Mediation and Conciliation Services, or some other mutually agreed upon service, shall be requested to provide a minimum panel of five (5) arbitrators. Both the employer and the UNION shall alternately strike a name from the panel until one remains.

The party requesting arbitration shall strike the first name; the other party shall then strike one name.

**14.9** The arbitration shall be conducted under the rules set forth in this Agreement and under the rules of the American Arbitration Association. Subject to the following, the arbitrator shall have jurisdiction and authority to decide a grievance as defined in this Agreement. The arbitrator shall have no authority to change, amend, add to, subtract from or otherwise alter or supplement this Agreement or any part thereof or any amendment thereto. The arbitrator shall have no authority to consider or rule upon any matter which is stated in this Agreement not to be subject to arbitration or which is not a grievance as defined in this Agreement, or which is not specifically covered by this Agreement; nor shall this Collective Bargaining Agreement be construed by an arbitrator to supersede applicable laws in existence at the time of signing this Agreement.

**14.10** The arbitrator may not issue declaratory or advisory opinions and shall confine himself/herself exclusively to the question which is presented to him, which question must be actual and existing.

**14.11** The fee and expenses of the arbitrator shall be paid by the party which loses the appeal to arbitration. Each party shall fully bear its own costs regarding witnesses and representation. Should any individual bargaining unit member bring a grievance under this Article on his/her own, he/she shall be required to post a bond of an estimated one-half (1/2) of the expenses of the hearing with the arbitrator before the hearing may be scheduled.

**14.12** Copies of the award of the arbitration made in accordance with the jurisdiction or authority under this Agreement shall be furnished to both parties within thirty (30) days of the hearing and shall be final and binding on both parties.

**14.13** Consistent with Chapter 447.401, the UNION shall not be required to process grievances or be liable for any expenses for employees covered by this Agreement who are not members of the UNION. Where non-members or any employee covered by the Agreement elects not to be represented by the UNION, written responses shall be given to the employee and to the UNION.

**14.14** A request for review of complaints under Civil Service Rule 16.2 may only be made by full-time classified service employees. Such requests under Rule 16.2 shall be denied where the request does not cite the applicable Civil Service Rule(s) which is the basis of the complaint; or, where the issue relates to a matter covered by the Collective Bargaining Agreement. This section shall be limited solely to hearings under Rule 16.

## ARTICLE 15

### **EMPLOYEES' BILL OF RIGHTS**

**15.1** When an employee has reasonable grounds to conclude that his/her participation in an investigatory interview will result in his receipt of disciplinary action, the employee may request that a UNION representative be present at the interview. The employee's representative shall confine his/her role in the interview to advising the employee of his/her rights and assisting in clarification of the facts. Upon request, the City will make a reasonable effort to contact the employee's choice of representative and shall give the representative sufficient time to get to the interview location, but shall not be obligated to delay the interview for more than sixty (60) minutes.

**15.2** Investigatory interviews shall be conducted at a reasonable hour, preferably while the employee is on duty, unless the seriousness of the investigation is of such degree that immediate action is required. If the employee is required to be interviewed outside his assigned work schedule, he/she shall be paid overtime in accordance with Article 27.

**15.3** At the commencement of the interview, the employee shall be advised of the subject matter of the investigation.

**15.4** The parties agree to abide by the law with respect to the use of polygraphs.

## ARTICLE 16

### DISCIPLINARY PROCEDURES

**16.1** In cases where it becomes necessary to discharge or otherwise discipline a permanent, classified employee covered by this Agreement, a representative of management shall give notice of said discipline to the employee. Such notice of discipline shall be confirmed in writing to the employee and the UNION no later than five (5) working days following the day of discharge or imposition of discipline, excluding Saturdays, Sundays, holidays and the day of occurrence.

**16.2** Employees who have not attained permanent status in the classified service, or who are entrance probationary employees, may not grieve disciplinary action under the provisions of this Agreement.

**16.3** If an appeal of any discharge or other disciplinary action, excluding oral or written reprimands, is filed with the Civil Service Board in accordance with the Board Rules and Regulations, such appeal shall be an automatic election of remedy and shall waive any right on the part of the employee or the UNION to file or process a grievance under the terms of this Agreement protesting such discharge or other disciplinary action. Should an employee elect to grieve discharge or other disciplinary action, excluding an oral or written reprimand, such grievance shall be made only in accordance with the terms of the Grievance Procedure Article as contained in this Agreement.

**16.4** Verbal counselings, records of formal counseling, written reprimands and written warnings shall be null and void and shall not be used against the employee after a period of three (3) years.

**16.5** Entrance probationary employees who were appointed to a position but who did not complete the required probationary period may be discharged or demoted any time prior to the expiration of the probationary period. The employee shall not be accorded a hearing before the Civil Service Board or access to the grievance procedure contained herein. A probationary employee who is in probationary status due to a promotion shall be returned to a former classification in which the employee held permanent status. If an employee who is in probationary status due to a promotion is rolled back, he or she may appeal the decision to the Director of Human Resources. Such appeal shall be made within five (5) days' notice of the roll back, in writing, and the decision of the Director will be final.

## ARTICLE 17

### LOSS OF EMPLOYMENT

**17.1** Employees shall lose their seniority and their employment shall be terminated for the following reasons:

1. Discharge if not reversed.
2. Resignation. An employee who voluntarily submits a resignation either orally or in writing shall have the right to withdraw said resignation for up to twenty-four (24) hours from submission. If submission occurs on a day preceding a weekend or holiday or the employee's regular day off, the employee shall have to the close of the employee's next regular working day to withdraw said resignation.
3. Abandonment of position. An employee absent for a period of three (3) workdays without notification of valid reason to the City and who has no legitimate reason for not notifying the City of his/her absence, may be considered as having resigned. Said resignation shall only be reviewed, if applicable, by the City Manager or the Director of Human Resources or designee.
4. Unexcused failure to return to work when recalled from layoff, as set forth in the recall procedure.
5. Unexcused failure to return to work after expiration of a formal leave of absence. An employee who fails to return from a formal leave of absence will be considered as having resigned. Said resignation shall only be

reviewed, if applicable, by the City Manager or the Director of Human Resources or designee.

6. Retirement.

7. Layoff for a continuous period of eighteen (18) months.

**17.2** For purposes of Rule 14, any loss of employment due to a department restructuring, department reorganizing, downsizing or abolishment of a position shall be treated the same as a “layoff”.

Permanent employees subject to layoff shall be demoted or transferred to those classes in which the employee held previous status, consistent with Civil Service Rules and Regulations notwithstanding Article 24, Section 24.1, Wages.

If the employee has ten (10) years of full-time consecutive classified service with the City and has never held permanent status in another position, the employee may be demoted or transferred by management in accordance with his/her seniority to another position in the bargaining unit that is as close to the employee's present class and wage level as possible and which he/she is able to perform and qualified to fill. The employee must make a written request for such demotion or transfer within three (3) working days after notification of layoff.

Such request shall be made to the Director of Human Resources or designee. Management shall have the right to determine such person's ability and qualifications to fill a position without recourse through the grievance procedure or any other appeals procedure with exception of the following.

Should the individual transferred or demoted feel that the position determined by Management is not the one closest to their previous salary level for which they are qualified,

the employee may appeal within three (3) working days of notice of the new assignment only to a two (2) person committee made up of the Director of Human Resources or designee and the UNION President shall convene a meeting with the Federal Mediation and Conciliation Service Commissioner who shall review the placement and render an advisory decision to the parties.

Employees transferred or demoted under this Section shall replace the least senior employee in the position which he/she occupies. If the employee's regular position subsequently becomes available, consistent with Civil Service Rules and Regulations, he/she shall be promoted and transferred back to his regular position.

It is understood by the UNION and the City that nothing in Section 17.2 guarantees the employee a job nor is the City obligated to create a job, but the City will make a good faith effort to place the individual demoted or laid off consistent with the language of Section 17.2.

## ARTICLE 18

### EMPLOYEE EVALUATION

**18.1** Permanent full-time classified employees covered by this Agreement will be evaluated utilizing the appropriate evaluation forms as approved by the Human Resources Department. The evaluation will be provided on the employee's anniversary date.

**18.2** Prior to distribution of an evaluation, the Department Director shall review the supervisor's ratings to check for consistency and that the criteria in the evaluation system has been met. Employees evaluated will be given a copy of the evaluation rating. Should an evaluation be downgraded after the employee's initial evaluation by his/her immediate supervisor, the employee will be given a copy of the downgraded evaluation rating. Only a copy of an unsatisfactory rating will be forwarded to the UNION President. Any employee rated below satisfactory by Management will be given an opportunity to improve to a satisfactory level. Failure to improve will result in disciplinary action up to and including termination. This section shall not apply to permanent full-time classified employees serving in a probationary promotional appointment.

**18.3** Permanent full-time classified employees serving in a probationary promotional appointment must successfully complete the probationary period within the time frame provided (6 to 12 months), unless the Department Director recommends an extension of said time frame. Any person hired or promoted into an Emergency Dispatcher position in the Police Department or the Fire-Rescue Department shall serve an eighteen (18) month probationary period. Extensions of probationary periods shall be approved by the Director of Human Resources or designee.

**18.4** Unsatisfactory rating of permanent full-time classified employees not serving in a promotional appointment shall cause the employee to appear before the Civil Service Board to show cause why he/she should not be removed, suspended, or reduced in grade. Should an employee covered by this section feel the unsatisfactory rating was incorrect, he may grieve the rating consistent with the Grievance Procedure. However, any grievance concerning the employee's unsatisfactory evaluation will be consolidated with any discipline appeal should the employee be removed, suspended or reduced in grade because of the unsatisfactory evaluation.

## ARTICLE 19

### ANNIVERSARY INCREASE

**19.1** Salary increases recognizing satisfactory service within established pay ranges are provided for in the City's salary schedule. On written approval from the Department Director, employees shall receive a one-step increase in salary, not to exceed the maximum step rate. Those employees receiving approved anniversary increases when submitted during the first seven (7) days of the payroll period, shall receive the higher rate of pay for the full pay period. Those employees receiving approved increases from the eighth (8th) to the fourteenth (14th) day of the payroll period shall receive their anniversary increase effective the start of the following pay period. All anniversary increases shall be subject to review for accuracy by the Department of Human Resources.

**19.2** Leaves of absence without pay or suspension of any duration shall delay anniversary increases by the same number of workdays.

**19.3** Anniversary increases are not automatic. Anniversary increases shall be awarded only on the basis of continued satisfactory service by the employee and on the positive approval of the Department Director. A Department Director may withhold anniversary increases due to excessive absenteeism resulting from tardiness, sick leave usage and/or until such time as, in the Department Director's judgment, the employee's service within the classification meets the standards of satisfactory performance for the position. Employees whose anniversary increases are delayed or denied shall be notified of the reasons for the action being taken.

Employees whose anniversary increases are delayed or denied due solely to tardiness or sick leave usage may request a review of the denial by the Director of Human Resources or designee, whose decision shall be final and binding.

**19.4** Effective October 1, 2017, for purposes of receiving merit increases and adjustments, the anniversary date of “Affected Employees” (as that term is defined in the Settlement Agreement for Case No. 17-001234-CA-01) shall revert back to the Affected Employee’s date of hire into his/her current classification.

**ARTICLE 20**  
**EMPLOYEES ACTING WITHIN THE SCOPE OF AUTHORITY**

**20.1** Whenever a civil or criminal action is brought against a bargaining unit employee, while in the course of his/her City on-duty employment, and while acting within the scope of his/her authority, the City shall have the option to pay legal costs and attorney fees; not to exceed one hundred and twenty five (\$125.00) dollars per hour or provide legal counsel where: a) the bargaining unit employee is found not to be liable or guilty, and b) when the plaintiff requests dismissal of the suit.

**20.2** The City will neither provide legal representation nor pay any claim or judgment entered against any bargaining unit employee if the claim or judgment arises from any of the following:

1. Any unauthorized and/or criminal act;
2. Any intentional tort;
3. Gross negligence or misconduct; or
4. While under the influence of alcohol, drugs or illegal substances.

## ARTICLE 21

### **WORKING OUT OF CLASSIFICATION**

**21.1** A department director, or designee, may direct an employee to serve in a classification higher than the classification in which an employee currently holds status. Employees assigned to work out of classification shall meet the minimum job requirements for the position being filled.

**21.2** In the event an employee is assigned work of a higher classification as provided for in Section 21.1 of this Article, the employee will be granted a one-step increase or the rate for the first step of the higher classification, whichever is greater, for all time worked out of classification in excess of thirty (30) consecutive calendar days. If the employee is assigned working out of classification in a job basis position, the employee will be granted compensation as provided for in this section, however, the employee is not entitled to overtime. Employees performing work lower than their current classification are not entitled to working out of classification pay.

**21.3** Method of Qualifying Incumbents of Classified Positions Allocated to New or Higher Levels - Whenever an occupied position has been allocated to a new or higher classification, the incumbent thereof shall be qualified for the new classification in one of the following manners:

- (a) If the incumbent has been performing satisfactorily at the new or higher level for a period of four years or more and has held permanent status in the previous classification, he/she shall receive the new or higher classification with permanent status, without further examination; or

- (b) If the incumbent has been performing satisfactorily at the new or higher level for a period of two years or more and less than four years, and has held permanent status in the previous classification, he/she shall be given a qualifying examination, the scope of which shall be at the same level of difficulty as normally given for the same or like classification, and if successful therein, he/she shall receive the new or higher classification with permanent status.
- (c) In the event the incumbent does not qualify under (a) or (b) above, he/she shall be returned to his/her previous classification (i.e., the position held prior to working out of class), and the position filled from the appropriate eligible register.

**21.4** During any on-job training program designed to upgrade employees' skills, those employees in such training shall not be eligible for additional compensation as provided in Section 21.2 of this Article.

**21.5** In order to initiate an acting assignment, the employee's immediate supervisor shall, upon assigning an employee to an acting assignment, immediately complete the necessary notification form as provided by the City. Upon notification of an employee placed on acting assignment, the Human Resources Department shall conduct an evaluation to determine the eligibility of the employee assigned to the acting assignment in accordance with this article.

## ARTICLE 22

### REST/LUNCH PERIODS

**22.1** All employees' work schedules shall provide for a fifteen-minute rest period during each four (4) hour work period.

**22.2** Employees who do not take a rest period due to work conditions or by personal choice may not lengthen lunch periods, cover an employee's late arrival or early departure, nor may it be regarded as cumulative if it is not taken.

**22.3** Employee lunch periods are not compensated by the City and therefore may not cover an employee's rest period, late arrival or early departure.

**22.4** The City shall compensate Emergency Dispatchers, Emergency Dispatcher Supervisors, Emergency Dispatch Assistants, Public Service Aides, Crime Scene Investigators I, Crime Scene Investigators II, and Crime Scene Investigator Supervisors for the rest periods and lunch periods provided to them pursuant to this article.

## **ARTICLE 23**

### **LINE OF DUTY INJURIES**

**23.1** Workers' Compensation Medical and Indemnity Benefits. To the extent required by, and subject to the limitations specified in, Chapter 440, Florida Statutes, the City will provide workers' compensation indemnity benefits to any bargaining unit member who sustains a compensable line of duty injury or illness as provided by the Workers' Compensation Law of the State of Florida.

**23.2 Supplemental Salary**

**23.2(a)** Any bargaining unit member who is disabled as a result of an accident, injury or illness covered by Chapter 440, Florida Statutes, will be granted supplementary salary, subject to the terms and conditions set forth below. Supplemental salary will be paid in the form of a continuation of the bargaining unit member's regular paycheck as provided by Resolution No. 39802. This check will include those indemnity payments provided for under the Workers' Compensation Law.

**23.2(b)** Full-time Civil Service employees who have permanent status with the City as of September 30, 1981 shall receive supplementary pay which, when added to the workers' compensation benefits shall not exceed 100% of the employee's weekly pay prior to the line of duty injury, accident, or occupational disease for the period of entitlement to full supplementary pay.

All other employees and Civil Service employees hired subsequent to September 30, 1981, shall be eligible for supplementary pay and workers' compensation pay to the extent that the total of such benefits shall not exceed eighty (80) percent of the employee's weekly pay prior to the line

of duty injury, accident, or occupational disease. This benefit shall take effect only after the employee has been disabled for a period in excess of seven (7) calendar days.

**23.2(c)** Unless extended as provided below, supplementary salary will be granted for a period not to exceed 150 consecutive days from the date of covered accident, injury or illness. Such supplementary salary may be extended up to an additional 60 consecutive days upon approval of the City Manager or his designee. The 150 days begin when the bargaining unit member is actually placed on "D". If the bargaining unit member is removed from "D," the non "D" time will not apply to the 150 days period.

**23.2(d)** If an employee remains temporarily disabled beyond the period of time in which he is entitled to collect supplementary pay benefits, he/she shall be entitled to 2/3 "D" pay for the additional period of his/her temporary disability pursuant to current practices.

**23.2(e)** If an employee becomes permanently and totally incapacitated from the further performance of the duties of his/her classified position he/she shall petition the retirement board for retirement.

The 2/3 "D" pay as described above shall be carried by the department until the retirement is granted or denied.

**23.2(f)** At any time during his/her absence from duty claimed to be the result of a line of duty injury while an employee is collecting City supplementary pay, the employee shall be required, upon the request of the City Manager, or his/her designee, to submit to a physical examination by a physician designated by the City Manager within fifteen (15) days of the request. If such employee, without cause, as determined by the City Manager, shall fail to

submit to the examination at the time specified, all City supplementary salary benefits will be terminated.

### **23.3 Deductions:**

In the event a bargaining unit member receives supplementary salary as referenced in this Article, the City will make payroll deductions under the following terms and conditions:

Deductions required by law, “mandatory deductions,” including, but not limited to, social security, withholding and Medicare, will be made automatically to the supplemental salary portion only.

All non-mandatory deductions including, but not limited to, a bargaining unit member’s pension contribution<sup>1</sup>, medical, life and other insurance contributions, and all other non-mandatory and voluntary deductions will be made by the City on the bargaining unit member’s behalf only to the extent that sufficient funds are then available. The City will not make any non-mandatory and voluntary deductions if the combined workers’ compensation benefits and supplementary salary are insufficient to cover the amount of the deduction(s). If there are not sufficient funds available, the bargaining unit member will be responsible for making payments for the non-mandatory and voluntary deductions directly to those providers and creditors who would have otherwise been paid through the City’s payroll deduction process.

The parties agree that this process is intended to provide the employee with these paychecks without interruption of payroll and payroll deductions on a bi-weekly basis. Should the employee notify the City by contacting Risk Management that he/she does not want a

---

<sup>1</sup> The amount of the pension contribution shall be based on “earnable compensation” as defined by Miami Code Section 40-191.

combination of Workers' Compensation indemnity pay included with the supplemental wage for the purposes of making regular deductions, the Workers' Compensation check will be distributed separately through the third party administrator and the City will only pay the supplemental wage minus federally mandated deductions. i.e. withholding, social security and Medicare. All other non-mandatory deductions, including pension, medical, life and other insurance contributions and all other non-mandatory and voluntary deductions will not be made and the bargaining unit member will be responsible for making all payments directly to those providers and creditors who would have otherwise been paid through the City's payroll deduction process.

For any reason, should any calculations or deductions made based on the above protocols result in the employee owing money to the City, Risk Management will audit the employee's payroll process immediately upon the discovery of monies owed to determine why such arrearages occurred. The findings will be immediately brought to the attention of the employee and a resolution will be proffered and arrangements will be made to rectify monies owed.

No supplementary pay will be paid to any bargaining unit employee whom is injured or becomes ill while performing an act intended to injure or hurt one's self or another.

**23.4** Any condition or impairment of health suffered by employees in the classification of Identification Technician and Property Specialist caused by Acquired Immunity Deficiency Syndrome (AIDS), Hepatitis, Pulmonary Tuberculosis, or Meningococcal Meningitis shall be presumed to have been accidental and to have been suffered in the line of duty unless the contrary be shown by satisfactory evidence. Employees either currently in the classification or promoted or hired into the classification of Identification Technician and Property

Specialist who refuses to take a medical examination and all of its components relating to the presumptions within this article, shall not be entitled to the presumption outlined in this section and Florida Statutes 112.18.

The presumption in favor of employees referred to in this section shall not apply to any other contagious diseases which may be contracted by employees. Furthermore, the presumption shall only be applicable to worker's compensation and disability pension benefit determinations. Nothing in this section shall be construed as a waiver of the City's rights under applicable state law.

**23.5** Nothing in this Article shall be construed as a waiver of the City's rights under applicable State law.

**23.6** Employees may utilize available leave balances in combination with medical hold provided that they report their intention to use their leave in accordance with the standard reporting protocols in their respective departments.

## ARTICLE 24

### WAGES

**24.1** Effective October 2, 2021, employees newly hired by the City into classifications assigned to an “IT” Pay Grade shall be placed on the applicable “IT Schedule B.”

Employees shall receive a 3% across the board wage increase effective October 1, 2020. Effective October 1, 2021, employees shall receive a 2% across the board wage increase. Effective October 1, 2022, employees shall receive a 1% across the board wage increase and a non-pensionable pay supplement equivalent to 1% of their annual salaries. Upon ratification, new step schedules will be implemented for bargaining unit members as set forth in the attached Appendices. Under the step schedules, each step increase will be worth five percent (5%) to the base.

Bargaining unit members will continue to be eligible for step increases upon a satisfactory evaluation in accordance with Article 19.1 and in accordance with the time delineated in Article 24.4, below.

Before a permanent bargaining unit member is laid off, the employee shall have the opportunity to fill any position held by a temporary employee, provided the bargaining unit member meets the minimum requirements set forth in the job description. In such cases, the temporary employee shall be displaced.

Bargaining unit employees hired on or after October 1, 1998 may be laid off in accordance with Civil Service Rules and Regulations and/or applicable City policies.

**24.2** All changes in salary for reasons of promotion, demotion, or working out of class, shall be effective the first day of the payroll period following the effective date of the change.

Employees hired into a classified Civil Service position shall have their date of hire changed to reflect their commencement as a classified Civil Service position and shall satisfactorily serve a probationary period of one (1) year commencing with the date of entry into a permanently budgeted classification and prior to gaining permanent status in the classified service.

Existing classified Civil Service employees shall satisfactorily serve a probationary period of six (6) months commencing with the date of promotion into a permanently budgeted classified Civil Service position.

**24.3** A night shift differential of \$.60 per hour will be paid to bargaining unit employees for work assigned between the hours of 6:00 p.m. and 8:00 a.m. Night shift differential will only be paid for hours actually worked during the night shift differential period and will not be paid for any overtime hours. Night shift differential shall not be used in calculating average earnings for pension purposes.

**24.4** Bargaining unit members shall become eligible for a five percent (5%) one (1) step increase upon a satisfactory evaluation in accordance with 19.1 according to the table below:

Step 2	5% after one (1) year at Step 1
Step 3	5% after one (1) year at Step 2
Step 4	5% after one (1) year at Step 3
Step 5	5% after one (1) year at Step 4
Step 6	5% after one (1) year at Step 5
Step 7	5% after one (1) year at Step 6
Step 8	5% after one (1) year at Step 7

Step 9	5% after two (2) years at Step 8
Step 10	5% after two (2) years at Step 9
Step 11	5% after two (2) years at Step 10
Step 12	5% after two (2) years at Step 11
Step 13	5% after two (2) years at Step 12
Step 14	5% after two (2) years at Step 13
Step 15	5% after two (2) years at Step 14

**24. 5** Bargaining unit employees shall satisfactorily serve a probationary period of one year prior to gaining permanent status in the classified service.

Any bargaining unit employee, upon normal retirement from City service, or separating under honorable conditions, who has served for a period of twenty-five (25) years or more, shall be granted, at the time of his normal retirement or honorable separation one hundred seventy-three and three tenths (173.3) hours of pay.

## ARTICLE 25

### PAY SUPPLEMENTS

**25.1** Employees shall receive no additional pay supplements except as are specifically provided by this Agreement. Any pay supplements/tool allowance provided by this Agreement shall not be used in calculating average earnings for pension purposes or included in a bargaining unit member's base rate of pay for purposes of payoff of sick leave or vacation upon separation or retirement from the City.

**25.2** Only those employees holding permanent status within the occupation of Heavy Equipment Mechanic within the City, and Heavy Equipment Mechanic Supervisor in GSA, shall receive a seven and one half percent (7½%) pay supplement added to their base rate of pay should they be continually assigned to on-call rotation. Said pay supplement shall be deemed to fully satisfy any on-call pay obligation which might be construed to exist under the Fair Labor Standards Act.

**25.3** Those employees within the occupation of Emergency Dispatcher who are actively assigned the duty of training new Emergency Dispatchers shall be entitled to receive a five percent (5%) per pay period pay supplement for the actual full pay period they are assigned in a training capacity by their supervisor.

Should the City feel the need to have an audit performed for the purpose of determining whether a separate training occupation is desirable, the City may discontinue this plus item and assign said duties to the person or persons holding said Emergency Dispatcher Trainer classification.

**25.4** All Police Emergency Dispatchers, Emergency Dispatcher Supervisor, Police and Emergency Dispatch Assistants assigned to Police Communications shall receive a five percent (5%) pay supplement if the employee holds and maintains the Quality Assurance Proficiency (QAP) rating in accordance with Police Standards after a period of three (3) months.

**25.5** All Fire Emergency Dispatchers, Emergency Dispatcher Supervisor, Medical/Fire and the Communications Center Supervisor, Medical/Fire assigned to Fire Communications shall receive a five percent (5%) pay supplement if the employee holds the National Academy of Emergency Medical Dispatcher (NAEMD) certification in accordance with the Fire Department standards.

**25.6** All employees specified above shall receive the QAP or NAEMD pay upon ratification of the contract as set out above. Should any employee specified above fail to maintain his/her QAP rating or the NAEMD certification, the supplementary pay shall cease. Upon re-qualifying for the QAP rating and thereafter maintaining the QAP rating for a period of three (3) months, the employee shall again receive the QAP pay.

Upon re-qualifying and thereafter maintaining the NAEMD certification, the employee shall again receive the NAEMD pay. In no instance shall any individual receive both QAP and NAEMD pay supplements as specified herein at the same time.

**25.7** Fire Garage Mechanics and Supervisors who obtain Emergency Vehicle Technicians certificates, shall receive a one percent (1%) pay supplement for every two (2) licenses that mechanics and supervisors obtain and maintain, up to a maximum of five percent (5%) for holding a minimum of ten (10) approved licenses.

All Department of General Services Administration fleet employees and supervisors who obtain Automotive Service Excellence (ASE) certification, shall receive a one percent (1%) pay supplement for every two (2) licenses obtained and maintained, up to a maximum of five percent (5%) for holding a minimum of ten (10) of the following licenses:

Automobile Series

- A1: Engine Repair
- A2: Automotive Transmission Transaxle
- A3: Manual Drive Train and Axles
- A4: Suspension and Steering
- A5: Brakes
- A6: Electrical/Electronic Systems
- A7: Heating and Air Conditioning
- A8: Engine Performance

Medium/Heavy Truck Series

- T1: Gasoline Engines
- T2: Diesel Engines
- T3: Drive Train
- T4: Brakes
- T5: Suspension and Steering
- T6: Electrical/Electronic Systems
- T7: Heating, Ventilation & A/C
- T8: Preventive Maintenance Inspection

Truck Equipment Installation and Repair Series

- E1: Truck Equipment Installation and Repair Specialist
- E2: Electrical/Electronic Systems Installation and Repair
- E3: Auxiliary Power Systems Installation and Repair

Advanced Level Series

- L1: Automobile Advanced Engine Performance Specialist

L2: Med/Hvy Vehicle Electronic Diesel Engine Diagnosis Specialist

**25.8** Latent Print Examiners and Latent Print Examiner Supervisors who are certified by the International Association of Identification as latent print examiners shall receive a 5% pay supplement.

## ARTICLE 26

### SALARY BASIS/EXEMPT

**26.1** Those classifications listed in Appendix A with a salary basis/exempt designation are considered salaried employees and exempt from coverage under the Fair Labor Standards Act which precludes eligibility for overtime.

**26.2** Salary basis/exempt employees are expected to work a pay rate equal to eighty (80) hours per pay period plus any additional time over and above the normal eighty (80) hour pay period that is needed to properly perform the duties of the position. Use of vacation and sick leave are to be properly recorded when used. Personal Time Off (PTO) shall be granted consistent with Administrative Policy 1-06. Time worked in excess of the normal eighty (80) hour pay period shall not be compensated nor credited in any way. However, when time is taken off under this provision, it is required that such time taken be recorded as PTO.

**26.3** Requests for time off by salary/exempt employees shall be considered on an individual basis consistent with the needs of the City and the performance record of the employee, and approval shall not be unreasonably withheld.

**26.4** PTO leave shall not be utilized in units of more than one (1) week unless authorized by the City Manager.

## ARTICLE 27

### OVERTIME/COMPENSATORY TIME

**27.1** All authorized hours worked in excess of an eligible employee's normal work week shall be considered overtime work. Non-exempt/hourly employees shall not perform any work prior to their normal work hours, during their lunch hour, or after their normal work hours unless specifically authorized by a management supervisor.

**27.2** Non-exempt/hourly employees performing compensable overtime work shall, at their discretion, be paid time and one-half (1½) at their regular hourly rate of pay or shall be given scheduled compensatory time off at the rate of time and one-half for such work. Compensatory time off shall be taken in not less than fifteen (15) minute increments. This overtime rate shall be all inclusive and no additional overtime pay shall be paid to those employees working a holiday.

**27.3** The maximum accumulation of compensatory time hours is one hundred fifty (150) hours. If an employee takes compensatory time off, the hours in his/her bank shall be appropriately reduced by such time off. If an employee leaves the service of the City and cashes in his/her compensatory leave bank, the hours therein shall be valued on the basis of the employee's regular rate of pay. The rate of pay shall not be less than the higher of the employee's final regular rate of pay or the average regular rate of pay during the last three (3) years of employment.

**27.4** Employees covered by this Agreement who are appointed to job basis/exempt classifications and who have compensatory time banked, shall at time of such appointment be paid for all compensatory time at their rate of pay prior to such appointment.

**27.5** Overtime will be distributed as equally as practical to the best ability of the Supervisor in charge among the employees within a division of the City, who have completed their probationary period (with the exception of Emergency Dispatchers, Emergency Dispatch Assistants, and Emergency Dispatch Supervisors, who shall be eligible for overtime despite being in probationary status), by shift and classifications, according to seniority within the classification. A new overtime list by classification will be posted every two pay periods as a guide for such distribution. The remedy for the failure to offer overtime shall be that the employee shall be offered an equal or comparable amount of overtime at the next opportunity.

**27.6** The overtime list by classification will be made up of all employees in that classification. If an employee refuses overtime, is sick, on vacation or on an excused absence the City will move to the next employee in line on the overtime list. For call-back overtime, if the employee does not answer his/her phone the City will move to the next employee in line on the overtime list. This provision is not to be interpreted as meaning the employee is not subject to call-back while on vacation or excused absence.

**27.7** As each overtime opportunity arises the City will move through the overtime list until it has offered the last employee on the list an overtime opportunity. Thereafter, the City will move to the top of the list and begin with the most senior employee on the overtime list.

**27.8** The provisions of this Article do not restrict the City's right to mandate employees to work overtime. In the event the City must order overtime work within a unit or area of assignment, the most junior employees of the affected classification will be ordered first to work the required overtime.

**27.9** If this method results in obviously inequitable distribution of overtime, the Director of Human Resources or designee and the UNION President will work out a method of correcting such inequity.

## ARTICLE 28

### GROUP INSURANCE

#### **28.1 Summary Plan Document**

The City and the UNION agree that the Summary Plan Document (SPD) (entitled City of Miami Life and Health Benefits,) shall be immediately updated to reflect descriptions of the current benefit. Plan design and all plan benefits shall be those outlined within the updated version of the employees benefits handbook and shall not be changed without mutual agreement of the City and the UNION. The updated and finalized SPD shall be provided to the City's Plan Administrator (TPA) and the TPA will administer the Plan benefits in accordance with the definitions and other language agreed to and contained in the SPD.

#### **Life and Accidental Death and Dismemberment (AD&D)**

The City agrees to pay \$8.08 per all eligible bargaining unit member per pay period to the UNION to provide life insurance coverage in the amount of \$40,000.00 and AD&D coverage in the amount of \$80,000. The UNION, has secured a multi-year rate guarantee from the provider, Reliance Standard. The UNION agrees to continue to secure life insurance and accidental death and dismemberment coverage for all the eligible bargaining unit members throughout the term of this contract and agrees to provide policy and rate documentation to the City at the City's request.

#### **Medical/Vision:**

The City currently offers medical, dental and vision benefit plans through a self-funded plan in which all bargaining unit members, upon obtaining eligibility, may enroll, to wit:

Medical/Vision	Cigna Network
Dual Choice/POS	Cigna Network
Dental	DHMO-Cigna/DPPO-Guardian
EAP	Cigna Health Care

It is agreed between the parties that as of January 1, 2015, the City's medical plan will consist of a four tier program:

Single coverage

Single coverage + spouse

Single Coverage + children

Single coverage + Family (spouse and children)

It is agreed that medical premium rates for all tiers may be adjusted annually upon the City's calculation of the premium for medical benefits. Premium rates will be calculated by a certified actuary based on the City's eligibility list and experience and the information will be provided to the UNION, in order to validate any increase or decrease in theoretical premium.

As of January 1, 2018, (the beginning of the next Plan year) any increases or decreases in the cost of the City's health plan shall be shared by current active employees on the following basis for all medical plans:

Plan Year 2018: Dual Choice/POS (Cost of coverage shown bi-weekly)

Single	\$40.55
Single + spouse	\$89.21
Single + Children	\$75.01
Family	\$115.56

## Plan Year 2018: Point of Service Plan

### Co-Pays:

Primary Care Physician: \$25.00 per visit

Specialists from within POS Network: \$40.00 per visit

As there are frequent and rapid changes in health care costs, it is understood and agreed between the parties that any changes in contribution amounts will be made based on the annual calculation of theoretical premium. It is agreed that should actual operating claims and administrative costs, and reserve costs increase at a rate higher than the projections used to establish the employee contributions above (projection used is 10% increase in total premium each year), then those employee contributions shall be adjusted to reflect the increase and shall be effective at the beginning of the Health Plan Year. Likewise, should the theoretical premium cost decrease more than the projections used to establish the employee contributions stated above, those employee contributions will be lowered to reflect the overall theoretical premium decrease. In any given plan year, projections used to establish any increase in contributions from the employee shall be capped at 15%.

### Prescription Drug Coverage

The City currently offers a prescription drug benefit plan for those bargaining unit members enrolled in POS plans. It is a self-funded plan administered by Cigna Health Care and consists of the current benefit:

Cigna Pharmacy Retail Drug Plan;

\$15 per 30 day supply for generic drugs

\$40 per 30 day supply for preferred brand name drugs

\$60 per 30 day supply for non-preferred brand name drugs  
50% of drug cost per 30 day supply for self-administered Injectables  
(e.g. injectables drugs used to treat rheumatoid arthritis, hepatitis C, multiple sclerosis, asthma).

Cigna Tel Drug Mail Order Drug Program:

\$0 (no charge) per 90 day supply for generic drugs  
\$80 per 90 day supply for preferred brand name drugs  
\$120 per 90 day supply for non-preferred brand name drugs  
50% of drug cost per 90 day supply for self-administered Injectables  
(e.g. injectables drugs used to treat rheumatoid arthritis, hepatitis C, multiple sclerosis, asthma).

Since prescription drug costs are a major component of the health plan and are subject to significant annual cost increases, the City and the UNION agree to evaluate and measure pharmacy benefit total costs and evaluate best practice strategies to manage the pharmacy benefit.

Any changes in the pharmacy benefit shall be mutually agreed to by the City and the UNION.

Dental:

Dental premium rates may be adjusted annually upon the City receiving notice from the dental providers. Employees will be notified of the adjustments in the dental rates during open enrollment. In accordance with current practice, when employees choose to be covered under the City's dental plan, the employee will continue to pay the dental premium.

Employee contributions: In accordance with the City's Cafeteria Plan group health premiums will be paid by the bargaining unit employee with pre-tax dollars.

Health Committee

It is agreed that a standing committee will be created called the Health Insurance Committee. It shall be made up of six (6) City of Miami Employees, one member appointed by the IAFF, one member appointed by AFSCME, Local 1907, one member appointed by AFSCME, Local 871, two members appointed by the City Manager and one picked by mutual agreement of the Unions and City Manager. The Group Benefits Coordinator shall serve as a technical advisor to the committee, but will not be a member nor have a vote.

Based on this commitment and in collaboration with labor and management, this Committee will work during the term of this contract to identify ways to strengthen and improve our health plan. This will include, but is not limited to:

Obtain timely, accurate, and transparent reporting, with full disclosure, of all costs from our vendors.

Identify plan vendor administrative improvements and efficiencies that can have a significant impact on reducing health expenditures and to ensure that our health plan vendors are delivering maximum administrative savings.

Educate employees on better understanding and use of their health plan.

Identify the impact of health improvement and disease management initiatives to decrease overall medical and drug costs.

Identify members who would benefit from health improvement initiatives and institute programs to improve member's health.

Evaluate and measure our pharmacy benefit total costs and fully assess the costs from our pharmacy benefit manager (PBM) vendor.

Identify proven strategies to more effectively provide prescription benefits, and obtain vendor (PBM) administrative savings to successfully manage this important benefit.

Make recommendations to the City Manager to reduce health expenditures while maintaining a quality health plan at an affordable cost and which improves the health of employees and dependents.

Review employee complaints and remedy situations concerning claims so long as the decision does not change or impact current benefits. This is intended to reduce the need for the grievance procedure; however, the bargaining unit member does not waive his/her right to file a grievance should the committee's remedy is not satisfactory to the employee.

Review and update the Summary Plan Description (currently titled City of Miami Life and Health Benefits).

Any and all other health care and wellness issues identified by the Committee as promoting initiatives to improve the health of employees and dependents while maintaining a quality health plan.

The Committee shall meet monthly or as soon as practicable to commence initiatives outlined above.

#### Insurance Deductions by Payroll

**28.2** The City shall continue to make available to the UNION a payroll deduction slot to purchase local UNION sponsored insurance programs.

Upon receipt of appropriate authorization from employees, the City will make the designated deductions and forward monies to the UNION. The City shall deduct from that remittance an amount for the cost of these deductions. The amount will be calculated at two cents (2¢) for each employee deduction, each payroll period, and ten cents (10¢) for each addition, deletion, or modification to the individual deduction. The UNION shall indemnify and hold the City, its officers, officials, agents and employees harmless against any claim, demand, suit or liability and for all legal costs arising from any action taken or not taken by the City, its officials, agents and employees in executing this activity. The Director of Human Resources or designee will advise the UNION of the deduction procedures that will be followed in the implementation and administration of this activity.

## ARTICLE 29

### UNIFORMS AND SAFETY SHOES

**29.1** In those classifications where the employer requires that the employee wear safety shoes, the City shall, effective the first full pay period following ratification of the labor agreement, issue an allowance in the amount of One Hundred and Seventy-Five Dollars (\$175.00) for the purchase of an initial pair of safety shoes.

**29.2** When, due to wear and tear or accidental job destruction, a replacement pair of shoes is required, the City will grant up to an additional One Hundred and Seventy-Five Dollars (\$175.00) for the purchase of another pair of safety shoes.

This additional One Hundred and Seventy-Five Dollars (\$175.00) shall only be provided when the worn out or damaged pair of shoes is turned into the Department. The Department Director, or designee, shall determine when, in their judgment, a pair of safety shoes shall be issued on the basis of need and not on an automatic basis. Management reserves the right to provide safety shoes directly to the employee in lieu of the approval provisions.

**29.3** Employees in those classifications required to wear safety shoes shall be subject to the loss of a day's pay for each day that the employee reports to work not wearing the required safety shoes. Action under this section shall not be grievable under the Grievance Procedure or appealable to the Civil Service Board.

If a medical waiver is obtained stating that the employee is unable to wear safety shoes, then the penalty stated above is not applicable.

**29.4** Safety shoes shall not be worn by the employee when the employee is off duty.

**29.5** Employees shall be advised of shoe models which conform to City standards. The shoe allowance authorized by this Article shall only be paid where an employee purchases a pair of safety shoes whose quality is certified as acceptable by Management.

**29.6** City furnished equipment where required by the employer will be replaced when worn out or damaged only if the employee returns the worn out or damaged equipment to the Department. This includes, but is not limited to, gloves, boots, inclement weather gear and other equipment. A bargaining unit employee shall reimburse the City for the repair or current replacement cost of lost, stolen, or damaged City equipment when the employee's carelessness and/or negligence results in the loss, theft, or damage of the equipment.

**29.7** Mechanics covered under this contract shall be provided with safety eyewear. Those bargaining unit members requiring prescription safety eyewear due to their inability of wearing regular safety eyewear will be provided prescription safety eyewear. The bargaining unit member is responsible for obtaining the prescription at no cost to the City.

**29.8** The City shall provide a minimum of five (5) uniforms (including shirts and pants) per year to any classifications required to wear uniforms.

**29.9** The City will provide laundry services for uniforms worn by Mechanics classifications.

## ARTICLE 30

### **TOOL ALLOWANCE**

**30.1** The City agrees to pay a quarterly tool allowance for Automotive Mechanic, Heavy Equipment Mechanics, Welders and Auto Body Worker/Painter in the amount of One Hundred Dollars (\$100.00) quarterly. Such tool allowance will be paid to the employee within the first fifteen (15) days after the close of the quarter.

**30.2** Mechanics' tools, which are stolen due to vandalism or forced entry upon the employer's property, will be replaced upon proof of a police report and an itemized list of the tools stolen.

**30.3** The Department Director or his designee shall have the sole right to develop or redevelop a basic minimum tool list which employees must have to be hired in the various trades' classifications. The Department Director may grant a reasonable length of time for any employee to acquire additional tools to meet the basic minimum tool allowance inventory. Employees who fail to meet the basic minimum tool list inventory shall not receive a tool allowance. Tools may not be loaned to meet the basic inventory tool list.

**30.4** The Department Director or designee, shall provide a required minimum list of tools for Automobile Mechanic & Motorcycle Mechanic, Heavy Equipment Mechanic, Maintenance Mechanic, Auto Body & Painter, Welder, Machinist, Mason, Carpenter, Electrician, Lineman, Plumber, Painter, A.C. Mechanic, Sign Painter, Communication Technician, or any other classification not listed that the Department Director may feel is necessary to add.

**30.5** The affected employees within the above-listed classifications shall submit an inventory of all their personal tools, including the make and model of each tool, to their immediate supervisor outside the bargaining unit who will verify the list. The employee will maintain a copy of said inventory list and a copy will be filed with the Department Director or designee. This list shall be periodically checked and updated. The City shall replace broken, stolen, and worn out tools upon request and confirmation that the broken, stolen, or worn out tool was on the recorded inventory. This replacement policy does not apply to the classifications receiving the quarterly tool allowance as provided under this Article. Submission of the inventory list of tools in excess of the basic minimum tool list shall be completed within sixty (60) days after ratification of this Agreement.

## ARTICLE 31

### **TUITION REIMBURSEMENT**

**31.1** It is agreed between the parties that the tuition reimbursement program is designed to encourage City employees to improve their job performance and increase their value to the City by pursuing courses of study related to their job duties at accredited educational institutions. The policy governing the tuition reimbursement program is intended to be flexible, with broad discretion for approval reserved to the Department Director and the City Manager so as to insure on-the-job effectiveness of City employees. Tuition reimbursement shall not be subject to budgetary constraints.

**31.2** Any full-time, permanent City employee shall be eligible to participate in the Tuition Reimbursement Program.

**31.3** All course work must be taken at or from an accredited college, university or educational institution approved by the City Manager or the Department of Human Resources designee. Course work taken under provisions of this Article must be directly related to the employee's job duties. Class attendance will be on the employee's own time unless otherwise noted in the course announcement and authorized by the City Manager or the Department of Human Resources designee.

**31.4** Reimbursement will be limited to books, lab fees, and tuition costs up to a maximum of \$4,000.00 per calendar year.

**31.5** To be eligible for reimbursement, the employee must successfully complete the course work and provide evidence of successful completion to the City. Successful completion must be evidenced by a grade of "C" or better.

**31.6** Procedures for reimbursement will be as follows:

- A. The employee must obtain three (3) copies of the Application for Tuition Reimbursement form for each course from their department or the Human Resources Department.
- B. The employee must complete the application in triplicate and submit it to his/her Department Director prior to registration at the education institution.
- C. The Department Director will then review the application and if approved forward the original and one copy to the Human Resources Department. If the application is not approved, it is then returned to the employee by the Department Director.
- D. The Human Resources Department has the authority to approve or not approve the application, and applications not approved will be returned to the Department Director with the reason for rejection noted thereon.

**31.7** In the event the employee resigns or is terminated from the City within one (1) year following completion of the course(s) for which City funds have been expended, the amount of tuition reimbursement paid to the employee will be reimbursed to the City by the employee upon his/her termination from the City through a deduction from his/her final paycheck.

**31.8** Upon completion of the course work, the employee must submit his/her semester grade report together with the tuition fee receipt to his/her Department Director. The Department Director will submit the approved application for tuition reimbursement along with the employee's semester grade report to the Finance Department who shall then reimburse the

employee for the City's share of the tuition reimbursement. The employee's Department Director will advise the Human Resources Department of the employee's satisfactory completion of the course.

31.9 Notwithstanding the above, tuition reimbursement requests shall be suspended from October 1, 2021 or upon ratification, whichever is later, through September 29, 2022. This provision shall not impact any requests that are or have been submitted or approved before or after the suspension period.

## ARTICLE 32

### **CALL BACK PAY**

**32.1** Any bargaining unit member eligible for overtime shall, if recalled to duty during off-duty hours, receive a minimum of three (3) hours plus one (1) hour travel time, paid at the overtime rate. The parties agree that call-back hours shall not be used in the computation of arriving at average earnings for purposes of establishing pension benefits.

**32.2** It is not the intent of this Article or any other Article of this Agreement to provide pay for a bargaining unit member out on ill time or workers compensation to receive call-back pay, overtime pay or straight time pay for taking the required physical before said employee may be released to return to work.

## ARTICLE 33

### **JURY DUTY/COURT APPEARANCE**

**33.1** Employees serving on jury duty shall be carried "JD" (Jury Duty) for actual working time lost when called to serve on jury duty. Such employees shall be paid at their regular hourly rate for all working time lost up to forty (40) hours per week. Employees who work a regular shift between the hours of 11:00 p.m. and 7:00 a.m. and who are summoned to jury duty the day preceding their regular shift, shall be carried on leave of absence with pay for their regular shift. All employees released early from jury duty shall report back to work during their regular work schedule or shall forfeit the City compensation for Jury Duty for all hours they are absent.

**33.2** In consideration of receiving their regular pay, employees called to serve on Jury Duty shall promptly notify their supervisor of the call to Jury Duty. The supervisor shall make a copy of the summons to Jury Duty and forward said copy with the payroll sheets for the week in which the employee is on Jury Duty.

Employees who serve as jurors for Federal Court shall have deducted from their paycheck a jury duty fee equal to that compensation paid to the employee by the Federal Court in his/her jurisdiction per day in the payroll period following the week in which the employee was on Jury Duty.

Employees who serve as jurors for State and County Court shall not have Jury Duty fees deducted for the first three (3) days of juror service. Employees who serve more than three (3) days of Jury Duty shall have deducted from their paycheck a Jury Duty fee equal to that compensation paid to the employee by the State or County Court in his jurisdiction.

Any changes by the Courts in the above fees shall be reflected in the employee's paycheck as they occur.

Where Courts provide free parking for jurists, employees will not be reimbursed for any parking receipts submitted while attending such courts.

**33.3** Attendance in court in response to legal order or subpoena to appear and testify in private litigation not in connection with an employee's official duty, but rather as an individual, shall be taken as vacation, compensatory leave, or leave of absence without pay.

**33.4** When requests for appearances before the Civil Service Board require witnesses, the Civil Service Office shall require that said requests delineate who are character witnesses and who are witnesses testifying as to the incident at hand. Should the number of character witnesses exceed two (2) then a statement from those additional character witnesses shall be submitted to the Civil Service Board stipulating to the character of the employee on appeal before the Civil Service Board.

## ARTICLE 34

### **COMMENDATION PAID LEAVE**

**34.1** A department director, upon approval by the City Manager, or designee, may grant up to forty (40) hours of paid leave to any employee whose job performance is of such exemplary or heroic nature as to warrant this special consideration. This Article shall not be subject to the grievance procedure or arbitration.

## ARTICLE 35

### PARKING

**35.1** The City agrees to provide non-assigned parking space for all bargaining unit employees who drive their personal automobiles to work. This parking space will be of at no cost to the employee while the employee is on duty. The City will not assume the cost of parking for those employees who may not desire to use the parking space provided by the City. Any questions with regard to employee parking shall be reviewed and a determination made by the Department of Human Resources designee and shall be final and binding.

**35.2** The UNION President will meet and confer with the Department of Human Resources designee on parking concerns should the need arise and the Department of Human Resources designee will attempt to resolve said concerns consistent with budgetary constraints.

## ARTICLE 36

### **BLOOD DONORS**

**36.1** Employees who volunteer as blood donors to contribute to on-site City supported Blood Donor Organizations as approved by the Department of Human Resources designee will be authorized the paid absence necessary to accomplish this purpose. The Blood Donor Organization's personnel will determine what amount of time the donor will need from the point of donation until they are released to go back to work.

## ARTICLE 37

### VACATION

**37.1** Vacations shall be taken by the last payroll period of the calendar year in which the vacation was credited. Effective upon ratification of the labor agreement, employees shall be allowed to carryover seven hundred (700) hours of the previous year's credited vacation. Any excess vacation over the seven hundred (700) hours allowed carryover shall be forfeited after January 1<sup>st</sup> and no exceptions to the maximum carryover allowance shall be permitted absent the express written approval of the City Manager. Bargaining unit members with unused accrued vacation hours in excess of two hundred (200) hours as of September 30, 2010, shall have those hours in excess of two hundred (200) grandfathered, and those employees with grandfathered hours over two hundred (200) hours shall be allowed to carryover up to a maximum of those hours or to a maximum of seven hundred (700) hours, whichever is greater, from year to year. Employees who have been carried on full disability the entire previous year shall be paid for all excess vacation over seven hundred (700) hours at the rate of pay the employee was earning at the time the employee was placed on full disability. If an employee is unable to take a previously authorized vacation due to cancellation by the Department Director or designee, any hours in excess of the seven hundred (700) hours which would have been forfeited shall be paid on or about January 1, at the employee's hourly rate of pay.

**37.2** Vacation shall be accrued in accordance with the following chart:

<b>Years of Services</b>	<b>Hours Accrue</b>
1 - 5 years	96 hours
6 - 7 years	114 hours
8 years	116 hours

9 years	124 hours
10 years	132 hours
11 years	136 hours
12 years	140 hours
13 years	144 hours
14 years	148 hours
15 years	152 hours
16 - 20 years	174 hours
21 years	176 hours
22 years	180 hours
23 years	184 hours
24 years	188 hours
25 years	192 hours
26 years	196 hours
27 years	200 hours
28 years	204 hours
29 years	208 hours
30 years	212 hours
31 years	216 hours
32+ years	220 hours

**37.3** An employee's annual vacation accrual shall be reduced for leaves of absence without pay and suspensions. The employee's annual vacation accrual shall be reduced on a yearly basis in accordance with the following schedule:

<u>Hours Without Pay</u>	<u>Penalty</u>
88 thru 176 Hours	1 month annual vacation accrual
177 thru 349 Hours	2 months annual vacation accrual
350 thru 522 Hours	3 months annual vacation accrual
523 thru 695 Hours	4 months annual vacation accrual

696 thru 868 Hours	5 months annual vacation accrual
869 thru 1041 Hours	6 months annual vacation accrual
1042 thru 1214 Hours	7 months annual vacation accrual
1215 thru 1387 Hours	8 months annual vacation accrual
1388 thru 1560 Hours	9 months annual vacation accrual
1561 thru 1733 Hours	10 months annual vacation accrual
1734 thru 1906 Hours	11 months annual vacation accrual
1907 thru 2080 Hours	12 months annual vacation accrual

**37.4** Vacation leave must be requested twenty-four (24) hours in advance of use and shall be taken in increments of not less than one (1) hour. On those occasions where more than one employee in a classification has simultaneously requested vacation leave for the same period of time, the leave shall be granted by classification seniority. Vacation leave may be granted by the Department Director or designee on an emergency basis. Should such request be denied, the employee may only appeal such denial to the Director of Human Resources or designee. Upon an employee's retirement or separation from City service, the employee will be paid for those vacation hours credited and earned through the employee's separation date.

**37.5** Vacation shall be calculated on actual service in the previous calendar year and shall only be taken after the completion of six (6) months of actual continuous service.

## ARTICLE 38

### SECURITY OPERATIONS

**38.1** The City and the UNION and its officers, agents and members recognize there are assignments within the Miami Police Department where security of information is an absolute necessity. Therefore, the Chief of Police at his sole discretion may reject an employee to such assignment within the Miami Police Department when the Chief has reason to believe that there is potential for the Security of the Department to be compromised.

**38.2** Upon request of the UNION President, the Department of Human Resources designee will review such denial of assignment. Said review will be final and the decision of the Department of Human Resources designee will be binding and not subject to any appeal procedure.

**(PLEASE REFER TO THE 4/26/2012 MEMORANDUM OF UNDERSTANDING  
FOR SECTION 39.11)**

**ARTICLE 39**

**SICK LEAVE**

**39.1** The parties agree that care and discretion shall be exercised by Management and the UNION in order to prevent the abuse of sick leave privileges. Absences on account of trivial indispositions must be discouraged. To determine the extent or reasons for an employee's absence on sick leave, the employee's immediate supervisor outside the bargaining unit or management designee may visit the home of the employee on sick leave with pay. In cases where Management suspects that an employee is malingering, sick leave with pay shall not be granted.

**39.2** Permanent bargaining unit employees may accrue eight (8) hours sick leave per month, provided that the employee is in pay status at least one hundred twenty (120) hours per month to be utilized in not less than one (1) hour increments.

**39.3** New hires will accrue sick leave in accordance with Section 39.2 above. However, no sick leave with pay shall be granted during the employee's first ninety (90) working days.

**39.4** To receive sick leave with pay, a bargaining unit employee must take steps to notify his/her immediate supervisor or the person designated by the Department to receive such notice of illness within thirty (30) minutes of their regularly scheduled time for work, excluding the Fire and Police Departments wherein departmental rules will apply. It shall be the bargaining unit member's responsibility to notify the Department designee each day the employee will be out ill within the time frames outlined above.

**39.5** Bargaining unit members may be allowed to use accrued sick leave when needed due to the serious injury or acute illness of any actual dependent member of the employee's household. Said dependent member of the employee's household shall be limited to the employee's immediate family. The immediate family shall be defined as father, mother, sister, brother, husband, wife, domestic partner, children, father-in-law, mother-in-law, grandparents, spouse's/domestic partner's parents, grandparents, stepfather and/or stepmother.

**39.6** In those instances where an employee has utilized all their sick leave, they will be allowed to utilize vacation and/or compensatory leave for this purpose. Employees will be required to provide a doctor's excuse in these instances. In those instances where a permanent full-time employee or an employee's family member, as defined by the Family Medical Leave Act, is affected by an illness or injury, and the employee has depleted his or her sick leave, vacation leave, and compensatory leave, bargaining unit members may donate vacation, sick and/or compensatory leave to the affected employee's time bank. The time being donated will be prorated in accordance with APM-1-92, Section 3. There shall be no maximum on the number of hours permitted for donation.

**39.7** Any employee absent on sick leave for more than three (3) consecutive work days must report to the Department of Human Resources and obtain approval before returning to work. The Department of Human Resources will have the City designated physician prepare a list of those medical illnesses or injury that will require the employee to be sent to the City doctor's office prior to being cleared to return to work. Those medical conditions which are minor in nature and not on the prescribed list will only require the employee to report to the Human Resources Department for clearance to report to work.

**39.8** Bargaining unit employees who exercise normal retirement shall receive a cash payment equal to one hundred percent (100%) of their unused accumulated sick leave up to eight hundred and forty-six (846) hours. Bargaining unit members with accumulated sick leave balances over seven hundred and fifty (750) hours as of September 30, 2010, will have their balances in excess of seven hundred and fifty (750) hours grandfathered. Upon exercising normal retirement bargaining unit members shall be paid for fifty (50%) of those unused grandfathered sick leave hours in excess of seven hundred and fifty (750) hours in their bank.

**39.9** Employees who terminate employment with the City under honorable conditions shall receive a sick leave cash payout as follows:

More than 7, but less than 15 years of service	25% up to 846 hours, or up to a maximum of their unused grandfathered sick leave hours in excess of seven hundred and fifty (750) hours.
More than 15 years of service	50% up to 846 hours, or up to a maximum of their unused grandfathered sick leave hours in excess of seven hundred and fifty (750) hours.

**39.10** Employees who are terminated shall not receive compensation for unused sick leave upon separation of service or retirement.

**39.11** A bargaining unit member's maximum sick leave carryover from calendar year to calendar year shall not exceed eight hundred and forty-six (846) hours or the number of unused accumulated sick leave hours in excess of the seven hundred and fifty (750) hours grandfathered as of September 30, 2010, and any hours accrued in excess of the maximum carryover in a given year are not permitted to be carried over by the bargaining unit member. Bargaining unit members with unused accumulated sick leave hours in excess of maximum

carryover at the end of the year shall be paid for one hundred percent (100%) of the unused portion of their accumulated sick leave in excess of the maximum carryover.

**39.12** Payoff for accumulated sick leave shall not be used to calculate average earnings for pension purposes.

**39.13** Employees with ten (10) or more years of service who are laid off under honorable conditions may repurchase sick leave for which they were paid off at the time of separation, subject to the following conditions:

- 1) They are rehired within twelve (12) months from the date of their separation.
- 2) They remit to the City an amount equal to their hourly rate in their rehired position multiplied by the number of hours of sick leave for which they were previously paid. This buy back option must be exercised and paid for within thirty (30) days from the date the employee returns to the employ of the City.
- 3) If the buyback option is properly exercised, the City will credit the employee with the balance of sick leave hours credited to his account as of the date the employee was laid off.

**39.14** In recognition of those employees who display perfect attendance in any one calendar year, the City will present the employee with a certificate of appreciation. There will be an annual drawing of one hundred (100) employees by an individual selected by the Director of Human Resources or designee and the UNION President from the pool of eligible employees with perfect attendance. Each of the one hundred (100) employees whose name is drawn shall

receive a one hundred dollar (\$100) cash prize. In order to qualify for perfect attendance recognition, the employee must not have utilized any sick leave, nor been on disability, nor have been in any without pay status during the year.

## ARTICLE 40

### TARDINESS

**40.1** Tardiness is reporting for work in excess of five (5) minutes beyond the scheduled starting time of the shift (or as provided in Police or Fire Department rules). Approved pre-arranged time off shall not be considered an instance. Unexcused absences resulting in tardiness shall be counted as an "instance." When an employee reports to work within a period that is more than five (5) minutes after his/her scheduled starting time, and provides an excuse that is acceptable in the sole discretion of Management, which shall not be arbitrarily or capriciously applied, the employee may elect to utilize vacation, compensatory time or sick leave. Election of vacation, compensatory time or sick leave for an excused tardiness shall be taken in fifteen (15) minute increments. An annual period shall be defined as a twelve (12) month period beginning with the occurrence of the employee's first tardiness instance.

Management may, in its discretion, allow an employee to utilize vacation, compensatory time or sick leave for a tardiness even if the tardiness is unexcused.

**40.2** Employees shall be disciplined for instances of tardiness in an annual period in accordance with the following schedule:

<u>Number of Tardy Instances</u>	<u>Discipline</u>
3 <sup>rd</sup> instance in annual period	Written warning
6 <sup>th</sup> instance in annual period	Written reprimand
10 <sup>th</sup> instance in annual period	Three (3) day suspension
11 <sup>th</sup> instance in annual period	Fourteen (14) day
	Suspension
12 <sup>th</sup> instance in annual period	Dismissal

Disciplines issued pursuant to the schedule shall not be considered for purposes of progressive discipline after the annual period expires.

**40.3** Tardiness appeals shall only be appealable through the Grievance Procedure Article as set forth in the Agreement. Exceptions to the above schedules may be granted by the Director of Human Resources or designee, if the individual circumstances warrant such action.

## ARTICLE 41

### **FAMILY MEDICAL LEAVE AND LEAVE WITHOUT PAY**

**41.1** Bargaining unit members may request a leave without pay in accordance with the Family and Medical Leave Act of 1993, as amended. Such leave is provided under the law for birth, adoption or foster care of a child and for a serious health condition of the employee or the employee's spouse, child, parent or grandparent, eligible deployment return from deployment rights or any other FMLA eligible event. Employees taking leave under the Family and Medical Leave Act (FMLA) shall be limited to a ninety (90) day FMLA leave, or twenty-six (26) workweeks FMLA leave for the care of a covered service member, in a 12-month period. An extension of an additional ninety (90) day of leave without pay may be granted upon request to the Director of Human Resources or designee as specified under Section 41.3. Upon approval of such extension, the employee will be required to pay the full premium amount for health insurance coverage.

**41.2** Upon approval of the Department Director, with the approval of the City Manager or the Director of Human Resources or designee, a leave without pay may be granted, for the purpose of training or study calculated to improve the quality of the employee's service to the City through course work directly related to the employee's job for up to six (6) months. The request for leave without pay may be extended for an additional six (6) months upon the approval of the Department Director and approval of the City Manager or the Director of Human Resources or designee. Any bargaining unit employee requesting said leave of absence shall be required to submit evidence of registration upon entering each quarter/semester of school.

**41.3** Upon approval of the Department Director, with the approval of the City Manager or the Director of Human Resources or designee, a leave without pay may be granted, for an acceptable reason other than specified herein, for a period not to exceed ninety (90) day calendar days. Approval for said leave of absence without pay is at the sole discretion of the City Manager or Director of Human Resources or designee and shall not be appealable to the Civil Service Board or the grievance procedure.

**41.4** Bargaining unit employees who desire to take a leave without pay for any reason specified in this Article, excluding a serious health condition, must exhaust their vacation and leave banks prior to taking a leave without pay. A request for leave without pay for a serious health condition as provided under the Family and Medical Leave Act shall require the bargaining unit employee to use all sick and vacation banks prior to taking such leave. The usage of such leave time will not prohibit the employee from taking leave without pay as specified herein.

**41.5** Bargaining unit employees who take a leave without pay for any reasons specified in this Article shall not accrue leave time. At the expiration of a leave of absence without pay, the bargaining unit employee shall be returned to the same or similar position vacated when said leave of absence without pay was granted, in accordance with the provisions of the Family and Medical Leave Act. Leave of absence without pay during the required probationary period of service shall extend the probationary period the length of time used during the said leave of absence without pay.

**41.6** The acceptance of another position or engaging in other employment by the bargaining unit employee while on a leave of absence without pay shall be deemed a voluntary resignation from the service of the City of Miami.

## ARTICLE 42

### LABOR/MANAGEMENT PARTNERSHIP COMMITTEES

**42.1** A Departmental Labor/Management Partnership Committee may be established in each department of the City of Miami. Said Committee membership shall include representatives from classified support staff (M/C), unclassified staff, executives and the AFSCME bargaining unit dues and non-dues paying members.

**42.2** The Departmental Labor/Management Partnership Committee may meet at least once a month, and such meetings shall be scheduled during normal business hours. The purpose of these meetings will be to discuss quality of work-life, productivity, service, communication and objectives of mutual concern, not involving matters which have been or are the subject of collective bargaining between the parties. It is understood that these Departmental Labor/Management Partnership Committee meetings shall not be used to renegotiate the labor agreement between the City and AFSCME. All decisions made by the Departmental Labor/Management Partnership Committee shall be by affirmative consensus.

**42.3** The Departmental Labor/Management Partnership Committee meetings shall be conducted on a semiformal basis with the selection of a chairperson to be determined by the members of the Committee. Length of participation of Committee members shall be determined by the Departmental Labor/Management Partnership Committee. The chairperson shall arrange for minutes to be taken of each meeting and for the distribution of copies to each member of the Committee, the UNION President, and the City's Human Resources Director or designee.

**ARTICLE 43**  
**BEREAVEMENT - DEATH IN FAMILY**

**43.1** Bargaining unit members may, in the case of death in the immediate family, be authorized up to a maximum of forty (40) hours of paid leave to attend to funeral or estate related functions of a member of the employee's immediate family, or is at home in a state of bereavement. Said paid leave days shall be taken consecutively by the employee excluding normal days off and holidays. For purposes of this Article, the "immediate family" is defined as father, mother, sister, brother, husband, wife, domestic partner, children, father-in-law, mother-in-law, grandparents, spouse's/domestic partner's parents, grandparents, grandchildren, stepchildren, stepfather and/or stepmother and may include any other person who was or has been an actual member of the employee's household for ten (10) or more years. Within thirty (30) calendar days from the date the employee returns from a death in the family, the employee will file a copy of the death certificate of the deceased family member. Said death certificate will be attached to the form provided by the City and submitted to the Human Resources Department. Failure to produce the death certificate will result in the employee reimbursing the City for any days taken under this Article. Any employee found to have falsified his/her application for death in the family ("K" day) will be dismissed.

**43.2** It is understood that under certain circumstances the employee will be unable to obtain a death certificate. In this event, in lieu of a death certificate, the employee shall submit any other documentation that reflects the death and family relation as deemed appropriate by the Department of Human Resources or designee.

**43.3** Bereavement leave is for attending a funeral or to attend to estate issues or in a state of bereavement and must be taken within 45 days of the death of the family member. The Director of the Department of Human Resources or designee, at his/her sole discretion, can make exceptions to the 45 day limit under truly unique circumstance, but the decision is final and cannot be appealed through the grievance procedure or any other forum.

## ARTICLE 44

### MILITARY LEAVE

**44.1** The City shall abide by the current provisions of the Florida Statutes, Sections 115 and 250 as they relate to all bargaining unit employees who are either reserve officers or enlisted personnel in the Florida Defense Force, the National Guard, Naval Militia, Marine Corps, U.S. Army Reserve, U.S. Naval Reserve, U.S. Marine Corps Reserve, U.S. Coast Guard Reserve, U.S. Air Force Reserve or officers or enlisted personnel in any other class of the militia entitling the employee to leave of absence from their respective duties without loss of pay, time, efficiency rating or Civil Service seniority credits on all days during which they shall be engaged in field or Coast Guard defense exercises or other training ordered under the provisions of the U.S. Military or Naval Training regulations or under the provisions of the Florida Defense Force or the National Guard; provided that leaves of absence granted as a matter of legal right under the provisions of this section shall not exceed seventeen (17) days in any one calendar year unless other local, state or Federal laws which may be applicable grant additional time.

**44.2** Requests for military leave shall be made to the Department of Human Resources designee as early as possible but at least two (2) weeks prior to the date such leave commences with proper orders attached.

**44.3** Employees who take the military leave provided in this section shall be credited with that time on their seniority status, in the City of Miami Civil Service Records-Department of Human Resources.

## ARTICLE 45

### HOLIDAYS

**45.1** The following days shall be considered holidays:

New Year's Day	Columbus Day
Presidents' Day	Veterans' Day
Memorial Day	Thanksgiving Day
Independence Day	Day after Thanksgiving
Labor Day	Christmas Day
Dr. Martin Luther King's Birthday	Juneteenth

**45.2** Any additional holidays declared by official directive of the City Manager shall be added to the above list.

**45.3** Hourly/Non-Exempt employees performing work on any of the above holidays shall be paid eight (8) hours holiday pay (or the number of hours equal to the employee's regularly scheduled daily work shift, whichever is greater) plus actual hours worked at time and one-half of their straight time hourly rate, or shall be given scheduled compensatory time off at the rate of time and one-half for the hours actually worked on the holiday. Non-hourly/Exempt employees performing work on any of the above holidays shall, in addition to receiving their regular salaries, have their schedules temporarily adjusted during the same week, resulting in the employees having another day off in lieu of the City recognized holiday.

**45.4** All conditions and qualifications outlined in Article 27, titled "Overtime/Compensatory Time", shall apply to this Article. Hours of compensatory time accumulated under this Article, when added to the compensatory time earned under the Article entitled "Overtime/Compensatory Time", shall not exceed one hundred fifty (150) hours.

**45.5** To be eligible for holiday pay, an employee must work a full shift or be in a paid leave status on the scheduled workdays which immediately precede and follow the holiday. If an employee works at least seven (7) hours of his/her regular shift, the employee will either be charged one (1) hour from either his/her compensatory time or vacation leave bank, or carried in without pay status at the sole discretion of the supervisor. An employee who works at least seven (7) hours as described in this section shall be eligible for holiday pay.

**45.6** In the event that the holiday falls on an employee's regularly scheduled day off (not requested day off), the following will occur. For hourly/non-exempt employees, the City will award compensatory time equivalent to that employee's regularly scheduled daily work shift, which may be utilized in accordance with Article 27. For non-hourly/exempt employees whose scheduled day(s) off corresponds with a City-recognized holiday, the City will temporarily adjust the employee's schedule during the same week, resulting in the employee having another day off in addition to the City recognized holiday.

## ARTICLE 46

### PROMOTIONS

**46.1** Qualified applicants for promotion to any bargaining unit position shall be selected for interview in the following order, unless otherwise prohibited: 1) A minimum of seven (7) bargaining unit applicants employed in the same Department in which the vacancy exists (so long as at least seven (7) bargaining unit members within that Department apply), and 2) Other applicants.

For purposes of clarity, if the City interviews more than seven (7) applicants for an open bargaining unit position for whatever reason, the City may interview bargaining unit and/or non-bargaining unit applicants outside of the Department and/or outside of the City once they have complied with subsection 1, above.

## ARTICLE 47

### RESIDENCY

47.1 It is agreed by the parties that while residency is not a condition of employment a candidate that is otherwise equally qualified will be given, at time of hire, preference for employment in order of domicile as follows: (1) City of Miami resident, (2) Miami-Dade County resident, (3) resident outside of Miami-Dade County.

**ARTICLE 48**  
**TOTAL AGREEMENT**

**48.1** This Agreement, upon ratification, constitutes the complete and entire agreement between the parties, and concludes collective bargaining for its term.

**48.2** The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement.

**48.3** The parties agree that this Collective Bargaining Agreement represents the total agreement for terms and conditions of employment during the life of this contract and no request shall be made to increase wage or other employee benefits through the Civil Service Board, City Manager or the City Commission during the life of this Collective Bargaining Contract.

**ARTICLE 49**  
**SAVINGS CLAUSE**

**49.1** In the event any article, section or portion of this Agreement should be held invalid and unenforceable by any court of competent jurisdiction, such decision shall apply only to the specific article, section or portion thereof specified in the Court's decision, and that portion of this Agreement in conflict shall be null and void but the remainder of the Agreement shall remain in full force and effect, with it being presumed that the intent of the parties was to enter into the Agreement without such invalid portion or portions.

**49.2** The City's representatives as defined in Article 2 and the UNION's representatives as defined in Article 3 shall promptly meet to negotiate a substitute for the invalidated article, section or portion thereof as might be determined in accordance with Section 49.1 of this Article.

**49.3** Notwithstanding any other provisions of this Agreement, the employer may take all actions necessary to comply with the Americans with Disabilities Act.

## ARTICLE 50

### SENIORITY

**50.1** For purposes of this article, seniority shall be defined as the most recent date of hire into a classification within the bargaining unit with the City unless otherwise agreed upon by the UNION President and the Director of Human Resources or designee.

**50.2** Seniority shall only be applied in the assignment of days off in units with two (2) or more shifts. Seniority shall not be a prevailing factor for assignment or promotion to a unit, section or division within a department.

**50.3** Exceptions to the use of seniority as specified in 50.2 may occur in an emergency situation, when physician ordered, for training purposes, when language skills are needed, compliance with the Americans with Disabilities Act, when special knowledge or skills are needed as mutually agreed upon by the City and the UNION, or when mutually agreed by the affected employees and management through the labor/management process.

**50.4** Once every October, shift assignments and days off will be re-bid by seniority.

**ARTICLE 51**

**LEAVE BALANCE PAYOFFS**

**51.1** Employees electing to retire and upon separation will receive payment of leave balances upon retirement as currently specified under this agreement.

## **ARTICLE 52** **PENSION**

**52.1** The parties agree that for the term of this agreement the pension benefits and employee contributions of employees covered by this agreement shall be as provided in the City of Miami General Employees' and Sanitation Employees' Retirement Trust Section 40-241 through 40-290, Miami City Code ("GESE"), as amended except as follows:

**52.2** The parties agree that effective October 1, 2011, the GESE amortization periods will be revised to add 5 years to the existing amortization periods and change periods for future amortizations as follows:

- A. Plan benefit changes for active employees over 20 years (currently 15).
- B. Plan benefit changes for retired employees over 15 years (no change).
- C. Assumption changes over 20 years (currently 15).
- D. Experience Gains and Losses over 20 years (currently 15).

**52.3** Effective upon ratification, member retirement allowance shall not exceed the lesser of 100% of the member's average final compensation or an annual allowance of \$120,000 as of retirement or DROP entry based on the normal form of benefit in effect on the date of retirement for members eligible to retire as of October 1, 2012; and effective October 1, 2022, member retirement allowance shall not exceed the lesser of 100% of the member's average final compensation or \$100,000 as of retirement or DROP entry based on the normal form of benefit in effect on the date of retirement for members who were not eligible to retire as of October 1,

2012; provided that any employee who has an accrued benefit in excess of these annual allowance caps shall retain that benefit.

**52.4 BACKDROP option.** A backdrop benefit option shall be implemented on January 1, 2013. The Backdrop option shall replace the existing DROP program. Employees who have not attained normal retirement eligibility as of the effective date or were not vested by October 1, 2010, and all employees hired on or after that date, will be eligible for the Backdrop option, but will not be eligible for the DROP. Anyone eligible for the forward DROP as of January 1, 2013, remains eligible for the forward DROP as it presently exists and anyone eligible for the forward DROP as of January 1, 2013 or vested prior to October 1, 2010, who chooses not to enter the forward DROP remains eligible for the Backdrop.

(a) An eligible employee who elects the Backdrop option shall receive a monthly benefit payable on the employee's actual retirement date (date of retirement and separation from City employment) based on the benefit the employee would have received if he/she had left City employment and retired on an earlier date after attaining normal retirement eligibility (the "Backdrop date"). In addition, an eligible employee who elects the Backdrop option will receive a lump sum payment equal to the accumulation of monthly retirement benefit payments he/she would have received during the period following the Backdrop date through the actual retirement date ("Backdrop period"), plus interest at the rate of 3% per year, compounded annually. An eligible employee may elect a minimum Backdrop period of 1 year and maximum Backdrop period of up to seven years. An eligible employee who elects the Backdrop option must select the normal form of benefit or an optional form of benefit at the time of electing the

Backdrop option. The employee's monthly benefit as well as the lump sum payment under the Backdrop option is based on the form of benefit selected.

(b) Employees are eligible to elect the Backdrop option after completing one year of creditable service following the normal retirement date. A Backdrop election must be made within 10 years after becoming eligible for normal retirement. The maximum Backdrop period is 7 years. Eligible employees who wish to elect the Backdrop option must provide written notification to the City at least 8 months prior to the employee's retirement date; provided a lesser notice period may be approved by the City Manager due to special circumstances. Bargaining unit members will be eligible to revoke their Backdrop election one time, but within 1 month of their election. However, if a bargaining unit employee is granted a lesser notice period by the City Manager due to special circumstances, the employee will not be eligible for the one-time Backdrop election revocation. Employees are not required to elect the Backdrop option.

(c) All or a portion of the lump sum payment under the Backdrop option may be rolled over to an eligible retirement plan or IRA in accordance with federal law.

**52.5** The employee pension contribution shall be 10%.

If the back DROP is ever terminated, for any reason, the rights of all persons then in the DROP shall not be diminished or impaired. Additionally, if the back DROP is ever terminated, all persons who are then eligible for a back DROP will still be eligible for a 7 year back DROP. The Board of Trustees of GESE shall develop operational rules for the implementation of this provision.

**52.6** The service retirement benefit for employees hired prior to October 1, 2010 shall be equal to three percent (3%) of the member's highest one year of compensation multiplied by

the number of years of creditable service. The service retirement benefit shall be based on a member's total creditable service and the benefit multiplier set forth in this provision (not the benefit multiplier in effect at the time the service is earned), multiplied by average final compensation in effect at the time of retirement or separation from employment.

**52.7** Upon retirement, bargaining unit members shall receive a retroactive salary increase of five percent (5%) for the bargaining unit member's highest one (1) year's salary. The five percent (5%) salary increase shall be reflected in the hourly pay rate for the purpose of calculating leave balance payoffs. The five percent (5%) salary increase shall not be applicable to overtime.

**52.8** For employees hired prior to October 1, 2010, effective September 30, 2020, a member who separates from employment with ten or more years of service shall be considered eligible for a service retirement upon attaining the earliest of the following: (a) age 55 with ten years of creditable service, or (b) the completion of a combination of years of creditable service plus attained age equaling 70 points.

**ARTICLE 53**  
**TERM OF AGREEMENT**

**53.1** After a majority vote of those bargaining unit employees voting on the question of ratification and thereafter upon its ratification by an official resolution of the City Commission ratifying the Agreement and authorizing the City Manager to sign the Agreement on behalf of the City, then, the Agreement, upon being signed by the appropriate UNION representatives and the City Manager, shall become effective October 1, 2020 or as set out below, whichever date is later. The Agreement shall continue in force and effect until 11:59 p.m., September 30, 2023.

**53.2** On or before February 1, 2023, the UNION shall notify the City in writing of its intention to renegotiate the Agreement in force, and attached thereto shall include a list of proposals which shall inform the City of the items which they desire to negotiate, together with specific language embodying and describing their proposals. The changes indicated in the proposals shall be designated with a strike through of deleted language and new language will be underlined.

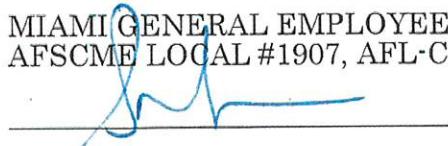
**53.3** On or before March 1, 2023, the City shall present the UNION with a list of proposals it desires to negotiate. The changes indicated in the proposals shall be designated with a strike through of deleted language and new language will be underlined.

**53.4** Initial discussions shall thereafter, and no later than April 1, 2023, be entered into by the City and the UNION.

Agreed to this 18 day of August, 2021, by and between the respective parties through an authorized representative or representatives of the UNION and by the City Manager.

ATTEST:

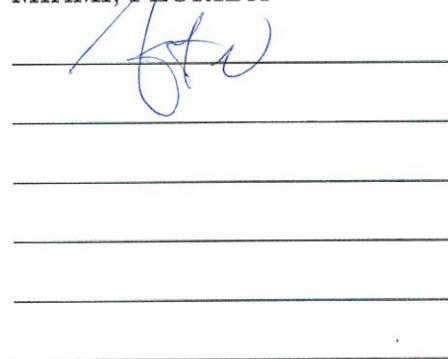
MIAMI GENERAL EMPLOYEES  
AFSCME LOCAL #1907, AFL-CIO



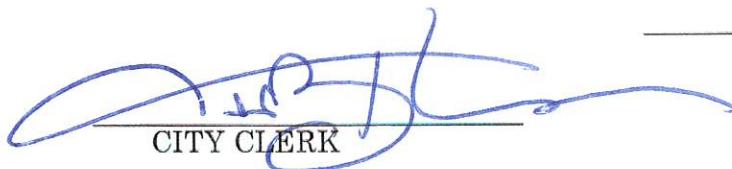
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ATTEST:

ON THE PART OF THE CITY OF MIAMI,  
MIAMI, FLORIDA

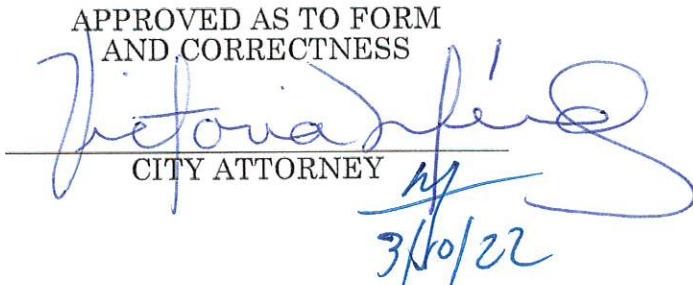


\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



CITY CLERK

APPROVED AS TO FORM  
AND CORRECTNESS



CITY ATTORNEY  
3/10/22

**ARTICLE 54**  
**HEALTH AND SAFETY**

**54.1** It is the responsibility of the City to provide safe and sanitary working conditions and to abide by all applicable state and federal laws and regulations regarding the health and safety of the bargaining unit.

**54.2** The City agrees to follow the guidelines issued by the Centers for Disease Control and Prevention (CDC) relating to COVID-19.

**54.3** Employees shall be permitted to wear facial coverings while at work.

**54.4** Soap and hand sanitizer shall be readily available in all bathrooms.

**54.5** Both parties agree to engage in continuous labor management discussions over issues related to COVID-19 as they may arise.

## **INDEX**

	<u>ARTICLE</u>	<u>PAGE</u>
AGREEMENT .....		1
ANNIVERSARY INCREASE.....	19	39
APPENDIX A.....		116
ATTENDANCE AT MEETINGS/UNION TIME POOL .....	8	14
BEREAVEMENT-DEATH IN FAMILY .....	43	96
BLOOD DONORS .....	36	80
BULLETIN BOARDS .....	12	22
CALL BACK PAY.....	32	75
COMMENDATION PAID LEAVE .....	34	78
CONTRACT DISTRIBUTION .....	10	20
DISCIPLINARY PROCEDURES .....	16	32
DISCRIMINATION.....	6	12
DUES CHECKOFF .....	13	23
EMPLOYEE EVALUATION .....	18	37
EMPLOYEES ACTING WITHIN SCOPE OF AUTHORITY...	20	41
EMPLOYEES' BILL OF RIGHTS .....	15	31
FAMILY MEDICAL LEAVE AND LEAVE WITHOUT PAY...	41	92
GRIEVANCE PROCEDURE .....	14	25
GROUP INSURANCE .....	28	61
HEALTH AND SAFETY .....	54	112
HOLIDAYS .....	45	98
JURY DUTY/COURT APPEARANCE .....	33	76
LABOR/MANAGEMENT PARTNERSHIP COMMITTEES ...	42	95
LEAVE BALANCE PAYOFFS .....	51	105

	<u>ARTICLE</u>	<u>PAGE</u>
LINE OF DUTY INJURIES .....	23	45
LOSS OF EMPLOYMENT.....	17	34
MANAGEMENT RIGHTS .....	4	7
MILITARY LEAVE .....	44	97
NOTICES .....	11	21
NO STRIKE.....	5	10
OVERTIME/COMPENSATORY TIME.....	27	58
PAY SUPPLEMENTS.....	25	53
PARKING .....	35	79
PENSION .....	52	106
PREAMBLE.....		2
PREVAILING BENEFITS .....	7	13
PROMOTIONS .....	46	100
RECOGNITION .....	1	3
REPRESENTATION OF THE CITY.....	2	4
REPRESENTATION OF THE UNION .....	3	5
RESIDENCY .....	47	101
REST/LUNCH PERIODS .....	22	44
SALARY BASIS/EXEMPT .....	26	57
SAVINGS CLAUSE.....	49	103
SECURITY OPERATIONS .....	38	84
SENIORITY.....	50	104
SICK LEAVE.....	39	85
TARDINESS .....	40	90
TERM OF AGREEMENT .....	53	110
TOOL ALLOWANCE .....	30	70
TOTAL AGREEMENT .....	48	102

	<u>ARTICLE</u>	<u>PAGE</u>
TUITION REIMBURSEMENT .....	31	72
UNIFORM AND SAFETY SHOES.....	29	68
UNION STEWARDS.....	9	18
VACATION. ....	37	81
WAGES .....	24	50
WORKING OUT OF CLASSIFICATION .....	21	42

## APPENDIX A

Upon ratification, this Appendix is amended as follows:

Job Code	Job Name	FLSA Code	Grade
1005	Mail Clerk	NEX	14.A1907
1008	Clerical Aide	NEX	09.A1907
1010	Clerk I	NEX	12.A1907
1011	Clerk II	NEX	14.A1907
1012	Clerk III	NEX	16.A1907
1013	Clerk IV	NEX	20.A1907
1015	Transcriber	NEX	24.A1907
1017	Community Service Provider	NEX	18.A1907
1019	Police Typist Clerk	NEX	15.A1907
1020	Typist Clerk I	NEX	13.A1907
1021	Typist Clerk II	NEX	15.A1907
1022	Typist Clerk III	NEX	17.A1907
1023	Typist Clerk IV	NEX	19.A1907
1024	Legal Clerk	NEX	18.A1907
1025	Secretary I	NEX	15.A1907
1026	Secretary II	NEX	17.A1907
1027	Secretary III	NEX	19.A1907
1028	Secretary IV	NEX	21.A1907
1031	Cis Desk Operator	NEX	18.A1907
1037	Interrogat Steno	NEX	24.A1907
1038	Police Transcriptionist	NEX	21.A1907
1040	Tech. Oper. Liaison	NEX	19.A1907
1042	Legal Services Aide	NEX	15.A1907
1043	Legal Services Assistant	NEX	17.A1907
1052	Neighborhood Service Center Representative	NEX	21.A1907
1054	Service Center Aide	NEX	17.A1907
1058	Telecommunications Processing Aide	NEX	21.A1907
1060	Claims Representative	NEX	19.A1907
1073	Customer Service Representative	NEX	21.A1907
1074	Cust Service Rep Sr	EX	24.A1907
1080	Client Support Services Aide	NEX	20.A1907
1082	Client Support Services Specialist	EX	22.A1907
1083	Client Support Services Supervisor	EX	26.A1907
1105	Cashier I	NEX	15.A1907
1106	Cashier II	NEX	17.A1907
1110	Account Clerk	NEX	17.A1907

1111	Payroll Clerk	NEX	19.A1907
1112	Payroll Aide	NEX	20.A1907
1113	Police/Fire Payroll Coordinator	EX	25.A1907
1114	Payroll Assistant	NEX	22.A1907
1116	Payroll Specialist	NEX	24.A1907
1117	Project Accountant, Sr	EX	28.A1907
1118	Project Accountant	EX	26.A1907
1119	Accountant	NEX	22.A1907
1120	Accountant Sr	EX	25.A1907
1121	Accountant Supervisor	EX	28.A1907
1122	Supervisor of Payrolls	EX	30.A1907
1123	Supervisor Of Payrolls, Assistant	EX	28.A1907
1126	Staff Auditor Sr	EX	30.A1907
1129	Staff Auditor Princ	EX	30.A1907
1132	Fiscal Administrator	EX	30.A1907
1135	Assistant Payroll Systems Administrator	EX	33.A1907
1140	Budget Assistant	NEX	22.A1907
1142	Debt Compliance Specialist	NEX	26.A1907
1145	Investment and Debt Supervisor	EX	30.A1907
1150	Risk Management Specialist	EX	24.A1907
1154	Group Insurance Aide	NEX	19.A1907
1155	Group Insurance Assistant	NEX	22.A1907
1156	Group Insurance Coordinator	EX	26.A1907
1157	Group Insurance Specialist	EX	28.A1907
1165	Financial Systems Administrator	EX	32.A1907
1166	Budget And Financial Support Advisor	EX	27.A1907
1167	Budget And Financial Support Advisor, Sr	EX	29.A1907
1170	Community Development Policy Coord.	EX	29.A1907
1201	Material Spec I-BC	NEX	16.A1907
1202	Material Spec II-BC	NEX	18.A1907
1203	Material Supvr-BC	NEX	25.A1907
1205	Stock Clerk I	NEX	14.A1907
1206	Stock Clerk II	NEX	16.A1907
1207	Storekeeper	NEX	19.A1907
1208	Materials Spec I-CR	NEX	16.A1907
1209	Materials Spec II-CR	NEX	18.A1907
1210	Senior Procurement Contracting Officer	EX	28.A1907
1211	Procurement Asst	NEX	22.A1907
1212	Procurement Contracting Officer	NEX	25.A1907
1213	Materials Supv-CR	NEX	21.A1907
1214	Auto Parts Supvr	NEX	21.A1907

1215	Procurement Supv	EX	33.A1907
1216	Procurement Aide	NEX	19.A1907
1217	Procurement Card/Surplus Administrator	EX	23.A1907
1219	Procurement Assistant II	NEX	23.A1907
1220	Procurement Construction Specialist	NEX	25.A1907
1221	Procurement Construction Specialist, Sr.	EX	28.A1907
1222	Construction Procurement Assistant	NEX	22.A1907
1223	Procurement Analyst	EX	30.A1907
1224	Auto Pts Spec I	NEX	16.A1907
1225	Auto Pts Spec II	NEX	18.A1907
1230	Lease Manager	EX	34.A1907
1231	Quality Control & Financial Modeling Analyst	EX	28.A1907
1240	Property Mgmt Representative	EX	25.A1907
1242	Property Mgmt Specialist	EX	28.A1907
1245	Property Manager	EX	34.A1907
1258	Senior Project Manager - OTM	EX	34.A1907
1259	Project Manager - OTM	EX	32.A1907
1260	Project Manager	EX	34.A1907
1261	Project Manager - CIP	EX	32.A1907
1262	Project Cost Estimator	EX	30.A1907
1263	Project Scheduler	EX	30.A1907
1264	Transportation Analyst	EX	29.A1907
1265	Transportation Engineer	EX	30.A1907
1266	Transportation Manager	EX	34.A1907
1267	Project Manager - CIP (Horizontal)	EX	32.A1907
1268	Project Manager - CIP (Vertical)	EX	32.A1907
1269	Transportation Planning Aide	NEX	19.A1907
1270	Capital Improvements Program Manager	EX	32.A1907
1271	OCI Program Coordinator - External	EX	32.A1907
1300	Police Staffing Specialist	NEX	22.A1907
1302	Police Staffing Specialist Supervisor	EX	25.A1907
1303	Human Resources Clerk	NEX	17.A1907
1305	Admin Aide I	NEX	20.A1907
1306	Admin Aide II	NEX	22.A1907
1307	Task Force Supervisor	EX	24.A1907
1309	Admin Asst I	EX	25.A1907
1310	Admin Asst II	EX	28.A1907
1311	Admin Asst III	EX	31.A1907
1313	Human Resources Technician I	NEX	20.A1907
1316	Human Resources Technician II	NEX	22.A1907
1317	HR Specialist	EX	24.A1907

1323	Human Resources Coordinator	EX	30.A1907
1324	Safety Specialist	EX	26.A1907
1329	Assistant Management Analyst	EX	24.A1907
1330	Safety Officer	EX	28.A1907
1332	Tech. Operatns Coord.	EX	22.A1907
1337	Management Operations Analyst	EX	26.A1907
1339	Grant Writer	EX	28.A1907
1340	Capital Improvements Assistant	EX	26.A1907
1341	Market Ser Coord	EX	28.A1907
1342	Rsch & Devt Spec	EX	28.A1907
1343	Contract Compliance Analyst	EX	27.A1907
1344	Procurement Contracts Officer	EX	29.A1907
1345	Fiscal Assistant	NEX	22.A1907
1346	Training and Development Specialist	EX	27.A1907
1347	Cable Comm. Assistant	EX	24.A1907
1348	Marketing Specialist	NEX	24.A1907
1349	Innovation Analyst	EX	27.A1907
1350	Marketing Supervisor	EX	29.A1907
1351	Strategic Planning & Performance Analyst	EX	27.A1907
1352	Business Develop Sr	EX	28.A1907
1354	Business Developer	EX	26.A1907
1356	Business Dev Supv	EX	31.A1907
1357	Economic Analyst	EX	26.A1907
1358	Supervisor Of Economic Research	EX	30.A1907
1359	Principal Economic Analyst	EX	31.A1907
1361	Employmt Interviewer	NEX	17.A1907
1362	Info & Referral Specialist (Homeless Program)	NEX	16.A1907
1363	Info & Referral Aide	NEX	12.A1907
1364	Organizational Development and Training Sup	EX	35.A1907
1365	Training Officer	EX	26.A1907
1366	Staff Anlst Asst	EX	24.A1907
1367	Staff Analyst	EX	26.A1907
1368	Staff Anlst Sr	EX	28.A1907
1369	Staff Analyst Prncpl	EX	30.A1907
1370	Contracts Manager	EX	34.A1907
1371	Hearing Boards Coordinator	EX	28.A1907
1372	Customer Service Specialist	NEX	22.A1907
1373	Sanitation Services Coordinator	EX	25.A1907
1374	Hearing Board Specialist I	NEX	22.A1907
1375	Job Training Specialist	EX	25.A1907
1376	Job Training Specialist, Sr	EX	21.A1907

1377	Hearing Board Specialist II	NEX	24.A1907
1378	Property And Casualty Coordinator	EX	28.A1907
1379	Safety Manager	EX	33.A1907
1380	Veteran Services Information & Referral Specialist	NEX	16.A1907
1382	Support Services Coor	EX	31.A1907
1384	Assistant Productivity Analyst	EX	24.A1907
1385	Productivity Analyst	EX	26.A1907
1386	Insurance Information Analyst	EX	34.A1907
1388	Legislative Coordinator	EX	25.A1907
1389	Records Systems Specialist	EX	26.A1907
1390	Special Projects Coordinator	EX	29.A1907
1391	Assistant Agenda Coordinator	EX	25.A1907
1392	Technical Support Analyst	EX	27.A1907
1395	Victims Advocate	EX	28.A1907
1397	Information Analyst	EX	26.A1907
1405	City Photographer	NEX	20.A1907
1410	Public Relations Agent	EX	25.A1907
1411	Capital Imprv Community Outreach & Engmt Coord	EX	32.A1907
1413	Promotion Assistant	NEX	12.A1907
1414	Public Rel Splst	EX	29.A1907
1418	Police Public Information Manager	EX	30.A1907
1419	Public Relations Aide	NEX	20.A1907
1420	Publicity Writer	EX	25.A1907
1421	Public Rel Agnt	EX	27.A1907
1422	Public Info Ofcr	EX	28.A1907
1423	Public Information Coordinator	EX	30.A1907
1424	Social Broadcasting Specialist	NEX	25.A1907
1425	Multimedia Specialist	NEX	23.A1907
1426	Protocol Officer	EX	29.A1907
1427	Assistant To The Protocol Officer	EX	25.A1907
1430	Events Agent	NEX	22.A1907
1431	Special Events Coordinator	EX	25.A1907
1436	Intergovernmental Film Liaison	EX	23.A1907
1440	Legislative Services Rep. I	NEX	19.A1907
1441	Legislative Services Rep. II	EX	22.A1907
1442	Legislative Services Rep. III	EX	25.A1907
1505	Switchboard Oper	NEX	14.A1907
1506	Information Clerk	NEX	14.A1907
1510	Application Support	EX	09.IT
1511	Senior Application Support	EX	10.IT
1513	Senior Data Scientist	EX	13.IT

1522	Camera Platemk	NEX	18.A1907
1523	Offset Press Opr	NEX	19.A1907
1524	Offset Press Opr Sr	NEX	21.A1907
1525	Duplicating Equip Op I	NEX	16.A1907
1526	Photolithographer	NEX	18.A1907
1527	Print Shop Supervisor	EX	24.A1907
1528	Print Shop Asst Supt	EX	27.A1907
1529	Print Shop Supt	EX	30.A1907
1530	Print Shop Helper	NEX	12.A1907
1531	Duplicating Equip Op II	NEX	19.A1907
1533	Office Equipment Analyst	NEX	24.A1907
1535	Print Shop Estimator	NEX	19.A1907
1536	GIS Technician	NEX	20.A1907
1537	Prod Ctrl Spv	EX	23.A1907
1539	Computer Systems Supervisor	NEX	14.IT
1540	Systems Engr I	NEX	26.A1907
1541	Systems Engr II	EX	30.A1907
1542	Information Services Liaison	NEX	20.A1907
1543	Pc Hardware Repair Technician	NEX	23.A1907
1544	Database Specialist(Sql Server)	EX	14.IT
1545	Database Specialist (Oracle)	EX	14.IT
1546	Pc Aide	NEX	17.A1907
1547	Technical Writer	EX	27.A1907
1548	Information Technology Technician I	NEX	01.IT
1549	Information Technology Technician II	EX	05.IT
1550	Information Technology Tech. III	EX	11.IT
1551	Help Desk Supervisor	EX	13.IT
1552	IT Security Supervisor	EX	17.IT
1553	IT Security Analyst	EX	13.IT
1554	Computer Op I	NEX	20.A1907
1555	Computer Op II	NEX	22.A1907
1556	Network Analyst	EX	14.IT
1557	Computer Opr Supv	EX	26.A1907
1558	Computer Training Specialist	EX	08.IT
1559	Applications Support Supervisor	EX	17.IT
1560	Programmer Asst	NEX	23.A1907
1561	Cyber Security Analyst	EX	15.IT
1562	Systems Programmer	EX	29.A1907
1563	Software Quality Assurance Analyst	EX	15.IT
1564	Web Developer I	EX	11.IT
1565	Web Developer II	EX	13.IT

1566	Programmer Jr	EX	26.A1907
1567	Programmer	EX	11.IT
1568	Programmer Sr	EX	13.IT
1569	Web Administrator	EX	15.IT
1570	Systems Software Manager	EX	35.A1907
1571	Systems Maintenance Supervisor	EX	32.A1907
1572	Computer Opr Chf	EX	32.A1907
1573	Data Base Manager	EX	18.IT
1574	Oracle Database Manager	EX	35.A1907
1575	Geographic Information Systems (GIS) Supervisor	EX	17.IT
1576	Systems Analyst Sr	EX	14.IT
1577	IT Project Manager	EX	16.IT
1578	Geographic Information Systems Developer	EX	13.IT
1579	Oracle Systems Administrator	EX	16.IT
1580	Network Administrator	EX	16.IT
1581	Business Systems Administrator	EX	32.A1907
1582	Teleprocessing Coord	EX	28.A1907
1583	Geographic Information System Technical Analyst	EX	15.IT
1584	Data Librarian	NEX	20.A1907
1585	Geographic Information Systems Data Spec	EX	11.IT
1586	Scheduler/Expediter	NEX	21.A1907
1587	Information Systems Manager, Fire/Police	EX	17.IT
1588	Info Center Spec	EX	30.A1907
1589	Chief Information Security Officer	EX	19.IT
1590	Financial Information Systems Analyst	EX	26.A1907
1591	Senior Oracle ERP Application Developer	EX	16.IT
1593	Oracle ERP Application Developer	EX	15.IT
1594	IT Infrastructure Mgr.	EX	19.IT
1595	Business Analyst	EX	13.IT
1596	Business Relationship Manager	EX	17.IT
1602	Finance Accounting Assistant	NEX	22.A1907
1603	Senior Capital Assets Analyst	EX	30.A1907
1604	Finance Accounting Specialist	EX	24.A1907
1605	Capital Assets Administrator	EX	32.A1907
1606	Financial Analyst I	EX	26.A1907
1607	Grants Financial Analyst	EX	28.A1907
1608	Financial Analyst II	EX	28.A1907
1609	Senior Accounts Payable Analyst	EX	30.A1907
1610	Senior Financial Analyst	EX	30.A1907
1611	Finance Manager	EX	34.A1907
1620	Financial Information Business Process Analyst	EX	30.A1907

1624	Finance Accounting Aide	NEX	19.A1907
1627	Asst Accts Receivable Supervisor	NEX	25.A1907
1629	Customer Service Supervisor	EX	30.A1907
1630	Capital Assets Aide	NEX	18.A1907
1635	Finance Revenue Collections Inpsector	NEX	22.A1907
1637	Finance Revenue Collections Coordinator	EX	25.A1907
1701	Grant Funded Workforce Career Advisor	EX	15.A1907
1702	Opportunity Center Employer Consultant	EX	24.A1907
1703	Opportunity Center Employer Consultant Supervisor	EX	26.A1907
1704	Grant Funded Workforce Program Supervisor	EX	22.A1907
1705	Grant Funded Workforce Program Specialist I	NEX	13.A1907
1706	Grant Funded Workforce Center Manager	EX	29.A1907
1707	Grant Funded Workforce Employer Specialist	EX	19.A1907
1708	Opportunity Center Client Support Specialist Spvsr	EX	22.A1907
1709	Opportunity Center Client Support Specialist	EX	20.A1907
1710	Grant Funded Workforce Prog Workshop Facilitator	EX	19.A1907
1711	Grant Funded Workforce Placement Specialist	EX	15.A1907
1730	Grant Program Lead	EX	25.A1907
1808	Claims Account Specialist	NEX	22.A1907
1810	Claims Adjustor I	EX	22.A1907
1812	Claims Adjustor II	EX	24.A1907
1816	Claims Adjustor III	EX	26.A1907
1820	Coll/Subrogation Spec	EX	24.A1907
1822	Claims Supervisor, Assistant	EX	28.A1907
1824	Claims Supervisor	EX	30.A1907
2009	Senior Construction Coordinator	EX	29.A1907
2010	Survey Party Chief	EX	24.A1907
2011	Surveyor	EX	30.A1907
2012	Surveyor, Senior	EX	33.A1907
2013	Eng Tech I	NEX	18.A1907
2015	Eng Tech II	NEX	20.A1907
2017	Eng Tech III	NEX	24.A1907
2018	Eng Tech IV	EX	27.A1907
2019	Construction Coordinator	EX	27.A1907
2020	Cadd Operator	NEX	24.A1907
2021	Construction Manager	EX	30.A1907
2022	Construction Manager (Horizontal)	EX	30.A1907
2023	Constrcution Manager (Vertical)	EX	30.A1907
2029	Street Lighting Eng I	EX	27.A1907
2030	Professional Engineer I	EX	30.A1907
2031	Engineer I	EX	27.A1907

2032	Professional Engineer II	EX	31.A1907
2033	Professional Engineer III	EX	33.A1907
2034	Professional Engineer IV	EX	35.A1907
2035	Fire Protection Engineer	EX	33.A1907
2036	Environmental Engineer	EX	33.A1907
2037	Professional Engineer III - Traffic	EX	33.A1907
2038	Engineer II	EX	29.A1907
2039	Utility Engineer	EX	29.A1907
2040	Elec Engineer	EX	33.A1907
2041	Engineer III	EX	30.A1907
2048	Architect I	EX	26.A1907
2049	Architect II	EX	30.A1907
2050	Architect III	EX	31.A1907
2053	Landscape Architect	EX	30.A1907
2054	Landscape Arch Supv	EX	31.A1907
2056	Project Rep.	EX	27.A1907
2057	CITP Project Liaison	EX	31.A1907
2060	Cable Tv Engineer	EX	31.A1907
2100	Roofing Inspector	NEX	01.INS
2101	Roofing Inspector, Sr	EX	29.A1907
2103	Senior Building Inspector	EX	03.INS
2105	Senior Plumbing Inspector	EX	03.INS
2107	Senior Mechanical Inspector	EX	03.INS
2109	Senior Electrical Inspector	EX	03.INS
2110	Bldg Insp I	NEX	27.A1907
2111	Bldg Insp II	EX	29.A1907
2112	Chief Building Inspector	EX	05.INS
2113	Chief of Inspection Services	EX	05.INS
2114	Building Inspector	NEX	01.INS
2116	Structural Engineer(plans Exam)	EX	35.A1907
2120	Elec Insp I	NEX	27.A1907
2121	Elec Insp II	EX	29.A1907
2122	Elec Insp Chief	EX	05.INS
2123	Electrical Inspector	NEX	01.INS
2125	Senior Roofing Inspector	EX	03.INS
2127	Senior Elevator Inspector	EX	03.INS
2130	Plumbing Insp I	NEX	27.A1907
2131	Plumbing Insp II	EX	29.A1907
2132	Plumbing Insp Chf	EX	05.INS
2134	Plumbing Inspector	NEX	01.INS
2135	Senior Communications Inspector	EX	03.INS

2140	Construction Inspection Representative	NEX	17.A1907
2142	Resilience Programs Manager	EX	30.A1907
2143	Environmental Compliance Specialist	EX	27.A1907
2144	Environmental Compliance Coord.	EX	28.A1907
2145	Zoning Plans Examiner	EX	29.A1907
2146	Zoning Manager	EX	33.A1907
2147	Billboard & Mural Coordinator	EX	30.A1907
2148	Impact Fee Coordinator	EX	30.A1907
2149	Building Services Assistant IV	NEX	24.A1907
2150	Zoning Inspector I	NEX	23.A1907
2151	Zoning Information Specialist	NEX	27.A1907
2152	Zoning Information Supervisor	EX	30.A1907
2153	Plans Processing Aide	NEX	19.A1907
2154	Plans Processing Specialist	NEX	30.A1907
2155	Code Compliance Inspector	NEX	24.A1907
2156	Code Compliance Inspector II	EX	26.A1907
2157	Zoning Information Technician	NEX	22.A1907
2158	Mech Insp I	NEX	27.A1907
2159	Mech Insp II	EX	29.A1907
2160	Mech Insp Chief	EX	05.INS
2161	Mechanical Inspector	NEX	01.INS
2165	Elevator Inspector	NEX	01.INS
2167	Chief Elevator Inspector	EX	05.INS
2168	Chief, Unsafe Structures	EX	32.A1907
2169	Senior Chief of Unsafe Structures	EX	05.INS
2170	Building Services Assistant I	NEX	17.A1907
2171	Building Services Assistant II	NEX	19.A1907
2172	Building Services Assistant III	NEX	22.A1907
2176	Supv Permits & Rev	EX	29.A1907
2178	Chief Code Enforc Off	EX	31.A1907
2181	Cable Tv Tech Spec	NEX	21.A1907
2187	Business Tax Receipts Aide	NEX	19.A1907
2188	Business Tax Receipts Specialist	EX	22.A1907
2190	Assistant Occupational License Supv	EX	25.A1907
2192	Business Tax Receipts Supervisor	EX	30.A1907
2195	Housing Quality Inspector	NEX	24.A1907
2196	Housing Quality Inspector, Sr	EX	26.A1907
2203	Graphic Designer,Senior	EX	26.A1907
2204	Graphic Designer	NEX	24.A1907
2205	Planning III I	NEX	19.A1907
2206	Planning III II	NEX	22.A1907

2208	Planning Tech	NEX	24.A1907
2209	Public Art Manager	EX	32.A1907
2210	Park Planner	EX	27.A1907
2211	Environmental Resources Specialist I	NEX	22.A1907
2212	Environmental Resources Specialist II	NEX	24.A1907
2214	Housing Spec Asst	NEX	23.A1907
2215	Chief of Urban Design	EX	34.A1907
2216	Chief of Comprehensive Planning	EX	34.A1907
2217	Archeologist	EX	29.A1907
2218	Historic Preservation Planner	EX	29.A1907
2219	Preservation Officer	EX	34.A1907
2220	Planner I	EX	27.A1907
2221	Planner II	EX	31.A1907
2222	Planner III	EX	34.A1907
2223	Chief of Land Development	EX	34.A1907
2224	Comm Dev Coord	EX	32.A1907
2225	Housing Spcl	EX	26.A1907
2226	Housing Spcl Prncpl	EX	31.A1907
2227	Housing Spec Sr	EX	28.A1907
2228	Hsg Rhb Ln/O Sr	EX	26.A1907
2229	Housing Loan Officer	NEX	24.A1907
2230	Housing Rhb Est	NEX	23.A1907
2231	Hsg Rhb Estim Sr	EX	26.A1907
2232	Soc Prg Analyst	NEX	22.A1907
2233	Soc Prg Anl Ast	NEX	20.A1907
2234	Soc Prg Anl Sr	EX	25.A1907
2235	Soc Prg Anl Supv	EX	28.A1907
2237	Commy Dv Prj Supv	EX	29.A1907
2239	Social Prog Coord	EX	31.A1907
2240	Hsg Rhb Ln/O Asst	NEX	19.A1907
2244	Hsg Rhb Estim Asst	NEX	19.A1907
2250	Loan Specialist	EX	24.A1907
2252	Loan Program Manager	EX	28.A1907
2255	Cra Program Coordinator	EX	29.A1907
2257	Project Representative, Senior	EX	31.A1907
2258	Development Coordinator	EX	34.A1907
3001	Laborer I	NEX	15.A1907
3002	Laborer II	NEX	16.A1907
3005	Laborer III	NEX	17.A1907
3010	Labor Crew Ldr I	NEX	18.A1907
3011	Labor Crew Ldr II	NEX	22.A1907

3012	Public Wks Supv	EX	28.A1907
3014	Public Works Superintendent	EX	31.A1907
3021	Assistant Heavy Equipment Specialist	NEX	23.A1907
3022	Sanitation Supervisor	NEX	25.A1907
3023	Heavy Eqp Specialist	NEX	25.A1907
3024	Recycling Coordinator	NEX	25.A1907
3025	Waste Col Supt Ast	EX	28.A1907
3026	Superintendent Of Solid Waste	EX	30.A1907
3104	Auto Eqp Op I	NEX	17.A1907
3105	Auto Eqp Op II	NEX	19.A1907
3106	Auto Eqp Op III	NEX	21.A1907
3107	Auto Eqp Op IV	NEX	22.A1907
3301	Maint Mech Helper	NEX	17.A1907
3302	Maint Mechanic	NEX	20.A1907
3303	Maint Mech Supv	NEX	23.A1907
3305	Air Cond Mech	NEX	27.A1907
3308	Hvacr Supervisor	EX	30.A1907
3310	Electrician	NEX	27.A1907
3311	Elec Supervisor	EX	30.A1907
3313	Gen. Maintnc. Worker	NEX	17.A1907
3314	Gen Maint Rep-Pnt/Mec	NEX	20.A1907
3315	Gen Maint Rep-Carpen.	NEX	21.A1907
3316	Gen Maint Rep-Electr/Air Cond.	NEX	23.A1907
3317	General Maint. Repair Supv, Elec	NEX	24.A1907
3318	General Repair Maint Supv	NEX	23.A1907
3319	Electrician II	NEX	28.A1907
3320	Electrical Line Worker	NEX	24.A1907
3321	Electrical Line Worker Supervisor	NEX	29.A1907
3322	Plumber Supervisor	EX	30.A1907
3324	Plumber	NEX	27.A1907
3326	Carpenter	NEX	21.A1907
3327	Carpenter Supv	NEX	23.A1907
3328	Mason	NEX	21.A1907
3335	Painter	NEX	20.A1907
3336	Auto Body Wrkr/Pntr	NEX	22.A1907
3337	Painter Sign	NEX	21.A1907
3338	Painter Supv	NEX	23.A1907
3339	Auto Pnt/Bdy Shop Spv	NEX	24.A1907
3340	Pipefitter	NEX	19.A1907
3341	Pipefitter Supv	NEX	22.A1907
3350	Welder	NEX	22.A1907

3358	Composting Facility Supervisor	NEX	25.A1907
3360	Facilities Oper Wrkr.	NEX	16.A1907
3361	Facilities Oper Worker, Senior	NEX	20.A1907
3362	Facilities Oper Supvr	NEX	23.A1907
3370	Prop Maint Asst Supt	EX	31.A1907
3371	Prop Maint Supt	EX	33.A1907
3372	Pol Secuty & Fac Supv	NEX	21.A1907
3374	Police Fac Asst	NEX	19.A1907
3402	Fuel Fac Att	NEX	15.A1907
3404	Auto Mech Helper	NEX	17.A1907
3405	Automotive Service Writer	NEX	19.A1907
3406	Auto Mechanic	NEX	23.A1907
3407	Auto Mech Supv	NEX	25.A1907
3408	Fuel Fac Supv	NEX	21.A1907
3409	Heavy Eqp Mech Helper	NEX	18.A1907
3410	Heavy Eqp Mech	NEX	24.A1907
3411	Heavy Eqp Mech Supv	NEX	26.A1907
3420	Garage Asst Supt	EX	29.A1907
3450	Fleet Manager	EX	33.A1907
3452	Supt.- Garage Or Motor Pool	EX	30.A1907
3455	Fleet Management Representative	NEX	22.A1907
3456	Fleet Liaison	NEX	20.A1907
3638	Facility Maintenance Technician	NEX	20.A1907
3642	Facility Maintenance Manager	EX	28.A1907
3643	Parks & Recreation Facility Maintenance Manager	EX	25.A1907
3644	Utility Analyst	EX	28.A1907
4005	Custodian I	NEX	14.A1907
4006	Custodian II	NEX	15.A1907
4007	Custodian Supv	NEX	17.A1907
5017	Police Property Mgr	EX	31.A1907
5019	Identification Aide	NEX	16.A1907
5020	Police Comm Clrk	NEX	18.A1907
5022	Pol Prop Spec I	NEX	17.A1907
5023	Forensic Crime Analyst	NEX	26.A1907
5024	Pol Prop Spec II	NEX	19.A1907
5025	Crime Scene Investigator I	NEX	22.A1907
5026	Crime Scene Investigator II	NEX	26.A1907
5027	Crime Scene Investigations Supervisor	EX	32.A1907
5030	Latent Print Examiner	NEX	30.A1907
5031	Polygraph Examiner	NEX	24.A1907
5032	Latent Print Examiner Supervisor	NEX	31.A1907

5035	Forensic Investigations Manager	EX	34.A1907
5037	Guard/Porter	NEX	06.A1907
5039	School Crossing Guard Supervisor	EX	13.A1907
5040	Public Service Aide	NEX	17.A1907
5050	Professional Compliance Supv.	EX	28.A1907
5060	Police Records Supr	EX	28.A1907
5065	Criminal Intelligence Analyst I	EX	26.A1907
5066	Criminal Intelligence Analyst II	EX	28.A1907
5070	Crime Analyst I	NEX	22.A1907
5071	Crime Analyst II	NEX	24.A1907
5073	Video Retrieval Specialist	NEX	22.A1907
5076	Prof Compliance Asst	NEX	19.A1907
5077	Prof Compl Rep	EX	26.A1907
5090	Senior Policy Analyst	EX	28.A1907
5301	Fire Plans Examiner	NEX	30.A1907
5302	Fire Sfty Spec. Sr.	NEX	25.A1907
5303	Fire Sfty Spec.Supv	EX	27.A1907
5304	Fire Sfty Spec	NEX	23.A1907
5314	Grant Funded Emergency Management Coordinator	EX	30.A1907
5315	Fire Supplies Clerk I	NEX	14.A1907
5316	Fire Supplies Clerk II.	NEX	17.A1907
5317	Grant Funded Emergency Management Planner	EX	26.A1907
5318	Fire And Life Safety Education Coordinat	EX	28.A1907
5319	Fire & Life Safety Ed.Spec.	EX	24.A1907
5320	Video Program Spec	EX	23.A1907
5323	Video Program Prod	EX	28.A1907
5324	Show Producer	EX	28.A1907
5401	Multimedia Manager	EX	26.A1907
5403	Communications Equip. Maint. Specialist	NEX	19.A1907
5404	Comm Repair Wrkr	NEX	21.A1907
5405	Comm Tech	NEX	25.A1907
5406	Comm Tech Supv	NEX	27.A1907
5407	Comm Maint Asst Supt	EX	30.A1907
5408	Comm Tech Supt	EX	33.A1907
5409	Communications Specialist	EX	26.A1907
5410	Microwave Technician	NEX	25.A1907
5411	Communications Technical Operator	EX	25.A1907
5412	Comm Center Supervisor, Police	EX	28.A1907
5413	Emergency Dispatch Assistant	NEX	20.A1907
5414	Police Comm. Records Custodian	NEX	22.A1907
5415	Emergency Dispatcher	NEX	22.A1907

5416	Comm Oper Spvsr	NEX	24.A1907
5417	Emd Quality Assurance Specialist	NEX	24.A1907
5418	Comm Center Supervisor,Medical/Fire	EX	28.A1907
5419	Communications Training Specialist	EX	26.A1907
5420	Telc Sys Dev Mgr	EX	33.A1907
5421	Communications Center Administrator - Police	EX	28.A1907
5423	Telecommunications Technician (RJ)	NEX	32.A1907
5424	Telecommunications Technician Assistant	NEX	23.A1907
5425	Telecommunications Technician	NEX	08.IT
5426	Telecommunications Technical Specialist	NEX	21.A1907
5430	Broadcast Engineer	EX	31.A1907
5432	Videographer/Editor	EX	23.A1907
5433	Audiovisual Technician	NEX	19.A1907
5436	Emergency Dispatcher Supervisor, M/F	NEX	24.A1907
5446	Emergency Dispatcher Supervisor, Police	NEX	24.A1907
5510	Guard	NEX	13.A1907
5511	Park Ranger Assistant Supervisor	EX	22.A1907
5512	City Ranger	NEX	14.A1907
5515	Park Ranger	NEX	13.A1907
5516	Park Ranger Supervisor	EX	24.A1907
5517	Senior Park Ranger	NEX	16.A1907
5520	Stable Attendant	NEX	17.A1907
5523	Stable Attndnt Supvr.	NEX	20.A1907
5529	Facility Attend	NEX	14.A1907
5530	Marinas Faclt Att	NEX	13.A1907
5560	Jtpa Trainee	NEX	06.A1907
5711	Administrative Assistant III	EX	31.A1907
5740	Senior Staff Analyst	EX	28.A1907
6001	Golf Course Attendant	NEX	16.A1907
6003	Grounds Tender	NEX	16.A1907
6005	Park Tender I	NEX	17.A1907
6007	Park Tender II	NEX	19.A1907
6010	Greenskeeper	NEX	18.A1907
6015	Tree Trimmer	NEX	16.A1907
6016	Tree Trim Crew Ldr	NEX	18.A1907
6017	Arborist	NEX	22.A1907
6019	Parks Naturalist Technician	NEX	16.A1907
6020	Cemetery Sexton	NEX	20.A1907
6021	Parks Naturalist	NEX	23.A1907
6022	Parks Naturalist Sr.	EX	26.A1907
6025	Nursery Tender	NEX	17.A1907

6029	Beach Operations Supv	EX	29.A1907
6035	Parks Supv I	NEX	18.A1907
6036	Parks Supv II	NEX	22.A1907
6047	Parks Recreation Coordinator	EX	29.A1907
6048	Superintendent Of Maintenance, Assistant	EX	31.A1907
6049	Parks Operations Coordinator	EX	29.A1907
6050	Parks Supt Of	EX	31.A1907
6051	Superintendent Of Recreation, Assistant	EX	31.A1907
6052	Athletic Coordinator	EX	30.A1907
6053	Superintendent Of Parks	EX	33.A1907
6054	Superintendent of Parks and Recreation	EX	33.A1907
6055	Sports Turf Manager	EX	26.A1907
6059	Asst Stadiums Manager	EX	30.A1907
6060	Stadium Manager	EX	32.A1907
6062	Marine Stad Mgr	EX	27.A1907
6063	Cultural Arts Center Manager	EX	31.A1907
6064	Auditorium Manager Asst	EX	25.A1907
6065	Auditorium Mgr	EX	29.A1907
6067	Marinas Operations Supervisor	NEX	18.A1907
6068	Marinas Aide	NEX	16.A1907
6069	Marinas Supervisor	NEX	21.A1907
6070	Marinas Manager, Asst.	EX	28.A1907
6071	Marinas Manager	EX	34.A1907
6080	Parks & Recreation Mgr I	EX	23.A1907
6081	Parks & Recreation Mgr II	EX	26.A1907
6082	Waterfront Park Manager	EX	26.A1907
6101	Specialized Fitness Instructor	EX	18.A1907
6102	STEAM Education Coordinator	NEX	24.A1907
6105	Lifeguard (P/O)	EX	17.A1907
6106	Ocean Rescue Lifeguard	NEX	20.A1907
6107	Pools Supervisor	EX	25.A1907
6108	Senior Ocean Rescue Lifeguard	NEX	22.A1907
6109	Lifeguard Sr. (P/O)	EX	19.A1907
6110	Aquatic Program Planner	EX	29.A1907
6111	Superintendent of Aquatics	EX	31.A1907
6115	Irrigation Specialist	NEX	19.A1907
6118	Japanese Garden Specialist	EX	29.A1907
6119	Cult Affr Coord	EX	29.A1907
6120	Tennis Supvsr	EX	19.A1907
6121	Special Education Teacher	EX	25.A1907
6122	Education Initiatives Coordinator	EX	28.A1907

6123	Program Coord.	EX	31.A1907
6124	Program Coord, Asst	EX	27.A1907
6125	Therapeutic Recreation Spec	EX	25.A1907
6126	Social Worker	EX	22.A1907
6127	Program Assistant	NEX	16.A1907
6128	Disabilities Program Leader	NEX	22.A1907
6129	Program Specialist	NEX	19.A1907
6131	Disabilities Recreation Leader	NEX	22.A1907
6132	Golf Course Superintendent	EX	20.A1907
6133	Licensed Social Worker	EX	28.A1907
6135	Baseball Supv	EX	20.A1907
6144	Gen Recreation Prog Planner	EX	29.A1907
6148	Aquatic Specialist	NEX	18.A1907
6149	Rec Specialist	NEX	18.A1907
6151	Water Sports Inst	NEX	23.A1907
6152	Boxing Supervisor	EX	22.A1907
6156	Youth Pgm. Spec	EX	25.A1907
6160	Fitness Center Specialist	EX	21.A1907
6161	Recreation Aide	NEX	08.A1907
6162	Recreation Asst Supt	EX	29.A1907
6164	Parks & Recreation Serv Coord	EX	29.A1907
6170	Events Specialist	NEX	24.A1907
6172	Special Events Supervisor	EX	29.A1907
6300	Day Care Admin	EX	31.A1907
6301	Day Care Adm Ast	EX	25.A1907
6302	Day Care Ctr Supv	EX	25.A1907
6303	Day Care Specialist	NEX	18.A1907
7017	Job Training Program Coordinator	NEX	33.A1907
7018	Vocational Counselor	NEX	22.A1907
7019	Citzn Prgm Supv	EX	28.A1907
7020	Comm Invol Asst	NEX	19.A1907
7021	Crime Prevention Specialist	NEX	22.A1907
7031	Sanitation Inspector II	NEX	23.A1907
7032	Sanitation Inspector Chief	EX	26.A1907
7035	Sanitation Inspector	NEX	21.A1907
7999	Helicopter Pilot	NEX	32.A1907
8008	Secretary III	NEX	19.A1907
8034	Typist Clerk I	NEX	13.A1907
8035	Typist Clerk II	NEX	15.A1907
8037	Typist Clerk III	NEX	17.A1907
8040	Receptionist/Typist	NEX	18.A1907

8048	Property & Casualty Manager	EX	32.A1907
8051	Claims Supervisor	EX	30.A1907
8073	Domestic Violence Administrator	EX	33.A1907
8082	Admin Asst I	EX	25.A1907
8083	Admin Asst II	EX	28.A1907
8101	Secretary IV	NEX	21.A1907
8103	Secretary I	NEX	15.A1907
8104	Secretary II	NEX	17.A1907
8113	Legislative Services Representative I	NEX	19.A1907
8117	Technical Oper Coord	EX	24.A1907
8118	Legislative Services Representative II	NEX	22.A1907
8119	Legislative Services Representative III	EX	25.A1907
8120	Legislative Services Supervisor	EX	29.A1907
8121	Transcriber	EX	24.A1907
8122	Records Reten Coord	EX	25.A1907
8134	Resource Allocation Manager	EX	35.A1907
8135	Marketing Coordinator	EX	28.A1907
8138	Housing Develop Coord	EX	32.A1907
8140	Agenda Coord, Assistant	EX	25.A1907
8142	Community Partnerships Manager	EX	30.A1907
8144	Grants Coordinator	EX	33.A1907
8145	Typist Clerk IV	NEX	19.A1907
8152	Fleet Manager	EX	33.A1907
8157	Social Worker	EX	22.A1907
8158	Program Specialist	EX	29.A1907
	Program Coordinator - Capital Improvements		
8159	Program	EX	32.A1907
8160	Chief Architect	EX	36.A1907
8162	Information Analyst	EX	26.A1907
8163	Information Analyst Coordinator	EX	31.A1907
8165	Information Services Liaison	NEX	20.A1907
8167	Chief of Code Compliance	EX	32.A1907
8176	Code Enforcement Training Specialist	EX	26.A1907
8177	Code Compliance Field Supervisor	EX	27.A1907
8178	Code Compliance Coordinator	EX	30.A1907
8201	Code Enforcement Assistant	EX	24.A1907
8206	Admin Asst III	EX	31.A1907
8220	Chief of Hearing Boards	EX	34.A1907
8232	Chief of Environmental Resources	EX	34.A1907
8273	Chief of Solid Waste Operations	EX	34.A1907
8396	Photographer, Senior	EX	26.A1907
8411	Administrative Clerk	NEX	17.A1907

8420	Media Relations Liaison	EX	19.A1907
8423	Parks And Recreation Facility Manager	EX	26.A1907
8424	Special Education Teacher	NEX	25.A1907
8426	Program Assistant	NEX	14.A1907
8427	Education Initiatives Coordinator	EX	28.A1907
8435	Property Manager	EX	34.A1907
8437	CIP Technical Administrator	EX	36.A1907
8438	Business Development Coordinator	EX	34.A1907
8439	Business Development Supervisor	EX	31.A1907
8440	Development Coordinator	EX	34.A1907
8441	Preservation Officer	EX	34.A1907
8450	Telecommunications Administrator	EX	34.A1907
8452	Youth Program Coordinator	EX	30.A1907
8461	Assistant System Administrator	EX	33.A1907
8463	Chief Of Urban Design	EX	34.A1907
8464	Chief Of Land Development	EX	34.A1907
8466	Planning Illustrator	EX	22.A1907
8467	Urban Design Coordinator	EX	32.A1907
8468	Community Planner	EX	31.A1907
8469	Net Community Services Worker	NEX	15.A1907
8471	Ada Construction Coordinator	EX	30.A1907
8473	Cip Public Relations Coordinator	EX	32.A1907
8474	Capital Improvement Assist	EX	26.A1907
8475	Hazard Mitigation/Disaster Recovery Spec	EX	34.A1907
8476	Homeless Program Administrator	EX	32.A1907
8477	Net Community Service Worker Supervisor	NEX	18.A1907
8478	Lease Mgmt Specialist	EX	28.A1907
8484	Grant Writer	EX	28.A1907
8490	Insurance Financial Analyst	EX	28.A1907
8510	Records System Coordinator	EX	30.A1907
8514	Records Systems Aide	NEX	20.A1907
8515	Records System Specialist	EX	26.A1907
8560	Grants Financial Supervisor	EX	30.A1907
8561	Budget Systems Developer	EX	32.A1907
8565	Special Projects Manager	EX	34.A1907
8568	Employee Services Aide	EX	22.A1907
8574	Special Events Assistant	EX	22.A1907
8575	Special Events Coord	EX	25.A1907
8576	Special Events Manager	EX	31.A1907
8580	Environmental Outreach Liaison	EX	25.A1907
8582	Environmental Coordinator	EX	28.A1907

8585	Environmental Compliance Specialist	EX	27.A1907
8587	Resilience Programs Manager	EX	30.A1907
8589	Urban Forester	EX	27.A1907
8590	Economic Development Project Manager	EX	34.A1907
8605	Project Manager - Cip	EX	32.A1907
8606	Chief Project Manager	EX	36.A1907
8607	Senior Project Manager - OCI	EX	34.A1907
8611	Audiovisual Technician	NEX	19.A1907
8612	Video Program Specialist	EX	23.A1907
8613	Chief Communications Engineer	EX	31.A1907
8614	Communications Technical Operator	EX	25.A1907
8615	Multimedia Producer/Writer/Reporter	EX	26.A1907
8616	Operations Coordinator	EX	30.A1907
8618	Senior Multimedia Production Manager	EX	31.A1907
8619	Community Relations Coordinator	EX	27.A1907
8621	Cadd Operator	EX	24.A1907
8622	Community Relations Liaison	EX	27.A1907
8623	Community Relations Outreach Specialist	EX	25.A1907
8624	Community Relations Aide	EX	22.A1907
8625	Project Manager Senior	EX	36.A1907
8626	Research Analyst	EX	27.A1907
8628	Business Process Analyst	EX	30.A1907
8630	Project Manager	EX	34.A1907
8631	Project Representative Senior	EX	31.A1907
8638	Maintenance Technician	NEX	20.A1907
8640	Facility Manager	EX	30.A1907
8642	Facility Maint. Manager	EX	28.A1907
8643	Superintendent Of Solid Waste	EX	31.A1907
8645	Community Programs Adminstrator	EX	33.A1907
8649	Payroll Manager	EX	34.A1907
8650	Oracle Financial Systems Manager	EX	34.A1907
8651	Applications Support & Integration Manager	EX	19.IT
8653	IT Quality Assurance Manager	EX	35.A1907
8654	Information Technology Customer Service Manager	EX	36.A1907
8656	Loan Review Specialist	EX	26.A1907
8657	Loan Review Assistant	EX	24.A1907
8658	Community Involvement Spec	NEX	21.A1907
8659	Loan Review Analyst	EX	30.A1907
8660	Sr. Procurement Contract Off.	EX	31.A1907
8661	Procurement Aide	NEX	19.A1907
8662	Procurement Card Administrator	EX	25.A1907

8664	Procurement Contracting Manager	EX	33.A1907
8680	Construction Manager	EX	30.A1907
8684	Senior Construction Manager	EX	34.A1907
8685	Acquisitions Specialist Supervisor	EX	21.A1907
8688	Professional Engineer III-Floodplain Administrator	EX	35.A1907
8706	Sr. Job Train Spec	EX	22.A1907
8715	Community Service Provider	NEX	18.A1907
8718	Clerk I	NEX	12.A1907
8719	Clerk II	NEX	14.A1907
8720	Employ Interviewer	NEX	17.A1907
8722	Client Serv Coord	EX	32.A1907
8723	Client Services Specialist	EX	25.A1907
8724	Accountant	EX	22.A1907
8726	Account Clerk	NEX	17.A1907
8732	Public Relations Agent	EX	27.A1907
8736	Public Information Coord	EX	30.A1907
8737	Chief of Unsafe Structures	EX	32.A1907
8738	Public Info. Supvr.	EX	27.A1907
8741	Intergovernmental Affairs Liaison	EX	30.A1907
8742	Code Compliance Specialist	EX	26.A1907
8743	Chief Elevator Inspector	NEX	05.INS
8744	Chief Civil Engineer	EX	36.A1907
8745	Chief Of Inspection Services	EX	33.A1907
8748	Capital Imprv Procurement Admin.	EX	36.A1907
8751	Zoning Manager	EX	33.A1907
8752	Legislative Coord	EX	25.A1907
8759	Financial Reporting Manager	EX	32.A1907
8760	Internal Controls and Compliance Manager	EX	34.A1907
8764	Financial Dev Coord	EX	31.A1907
8770	Admin Aide I	NEX	20.A1907
8773	Admin Aide II	NEX	22.A1907
8775	Investigator II, Civilian Investigative Panel	EX	28.A1907
8776	Investigator, Civilian Investig. Panel	EX	26.A1907
8777	Civilian Investigative Panel Analyst	EX	26.A1907
8780	Film And Culture Administrator	EX	27.A1907
8783	Cultural Administrator	EX	28.A1907
8784	Cultural Arts Center Manager	EX	31.A1907
8785	Auditorium Mgr Assist	EX	25.A1907
8786	Convention Center Manager	EX	31.A1907
8789	Traffic Engineer	EX	32.A1907
8791	Transportation Coordinator	EX	36.A1907

8792	Special Projects Assistant	EX	25.A1907
8793	Spec Projects Coord	EX	29.A1907
8794	Transportation Analyst	EX	29.A1907
8796	Assistant Facility Maintenance Manager	EX	26.A1907
8801	Client Support Serv Aide	NEX	20.A1907
8803	Assessment & Referral Spec.	EX	24.A1907
8804	Training Specialist	EX	25.A1907
8805	Job Placement Specialist	EX	22.A1907
8806	Skills Coach	EX	23.A1907
8808	Case Management Supervisor	EX	28.A1907
8809	Case Manager	EX	25.A1907
8810	Sr.Job Placement/Marketing Spec	EX	28.A1907
8811	Case Management Assistant	EX	22.A1907
8812	Training Coordinator	EX	28.A1907
8813	Training And Development Specialist	EX	27.A1907
8815	Contract Compliance Analyst	EX	27.A1907
8816	Contract Compliance Manager	EX	34.A1907
8817	Employment Program Analyst	EX	27.A1907
8818	Job Placement/Marketing Coord	EX	32.A1907
8819	Construction Contract Compliance Manager	EX	33.A1907
8824	Fiscal Assistant	EX	22.A1907
8825	Fiscal Administrator	EX	30.A1907
8830	Housing Quality Assurance Aide	NEX	19.A1907
8835	Housing Quality Assurance Supervisor	EX	29.A1907
8840	Housing Program Manager	EX	32.A1907
8842	Housing Program Analyst	NEX	28.A1907
8844	Housing Quality Assurance Monitor	NEX	24.A1907
8900	Grant Funded Hosing Qlty Assur Monitor	EX	24.A1907
8901	Grant Funded Housing Qlty Assur Super	EX	29.A1907
8903	Grant Funded Housing Program Analyst	EX	28.A1907
8905	Grant Funded Assessment/Referral Spec	EX	24.A1907
8906	Grant Funded Emergency Mgmt Coord.	EX	36.A1907
8910	Grant Funded Environmental Coordinator	EX	28.A1907
8920	Grant Funded Administrative Aide I	NEX	20.A1907
8921	Grant Funded Administrative Aide II	NEX	22.A1907
8923	Grant Funded Administrative Asst. I	EX	25.A1907
8924	Grant Funded Vista Program Asst.	EX	24.A1907
8925	Grant Funded Program Specialist	EX	29.A1907
8927	Grant Funded Homeless Housing Specialist	NEX	17.A1907
8928	Grant Funded Homeless Housing Supervisor	EX	25.A1907
8930	Grant Funded Contract Compliance Analyst	EX	27.A1907

8931	Grant Funded Contracts Manager	EX	34.A1907
8932	Grant Funded Special Projects Asst	EX	25.A1907
8933	Grant Funded Special Projects Coord	EX	29.A1907
8939	Grant Funded Loan Specialist	EX	24.A1907
8945	Grant Funded Loan Review Specialist	EX	26.A1907
8950	Grant Funded Fiscal Assistant	EX	22.A1907
8951	GF Budget and Financial Support Advisor	EX	27.A1907
8959	Grant Funded Clerk I	NEX	08.A1907
8960	Grant Funded Clerk III	NEX	16.A1907
8972	GF Workforce Program Supervisor	EX	22.A1907
8973	GF Workforce Career Advisor	EX	15.A1907
8974	GF Workforce Lead Career Advisor	EX	20.A1907
8975	GF Workforce Employer Specialist	EX	19.A1907
8976	GF Workforce Placement Specialist	EX	15.A1907
8979	GF Workforce Business Consultant	EX	19.A1907
8980	GF Workforce Employer Consultant	EX	19.A1907
8982	GF Workforce Program Workshop Facilitator	EX	19.A1907
8984	GF Workforce Program Customer Service Rep	NEX	10.A1907
8986	GF Workforce Program Specialist I	NEX	13.A1907
8987	GF Workforce Program Specialist II	NEX	15.A1907
8990	Grant Funded Workforce Outreach Specialist	NEX	14.A1907

Employees in job codes 8082, 8083, 8206, 8770, and 8773 are included in the unit, other than those excluded per the Unit Clarification Petition settlement agreement made and entered on March 24, 2016 and April 26, 2018 between AFSCME Local 1907 and the City of Miami.

All persons who hold interim, provisional, seasonal, part-time or temporary positions are considered exempt from Appendix A and as such are not entitled to any benefits as specified in the Agreement.

In the event there is a discrepancy in pay grade for any particular classification, the higher pay grade will prevail.

**MEMORANDUM OF UNDERSTANDING**  
**City of Miami & AFSCME, Local 1907**

This Memorandum of Understanding is entered into this 26 day of April, 2012 between the City of Miami ("City") and the Miami General Employees, American Federation of State, County, and Municipal Employees, Local 1907, (jointly "the Parties") to clarify the 2011-2012 collective bargaining agreement ("CBA") as follows:

WHEREAS, the Parties mutually agree to clarify Article 4.1, Article 24.7 and Article 39 of the existing CBA to reflect the intent of the Parties during collective bargaining negotiations; and

NOW THEREFORE, the Parties agree as follows:

**I. ARTICLE 4 – MANAGEMENT RIGHTS**

WHEREAS, Article 4 specifically 4.1 provides "The parties agree to a sunset provision that begins at the ratification of this labor agreement wherein any MOU that is not included with the labor agreement prior to the expiration of this agreement will be considered null and void..."

NOW THEREFORE, the Parties agree that the MOU's in existence on September 30, 2011 (attached hereto) shall be incorporated as part of the 2011-2012 collective bargaining agreement between the parties.

**II. ARTICLE 24.7 – WAGES**

WHEREAS, Article 24 specifically Article 24.7 provides "Bargaining unit employees who are assigned a 24-Hour Take Home Vehicle and who reside within the city limits of the City of Miami shall reimburse the City \$50 a month for the benefit of the assigned 24-Hour Take Home Vehicle..."

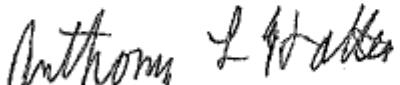
NOW THEREFORE, the Parties agree that Bargaining unit employees who are assigned a 24-Hour Vehicle and who reside within the city limits of the City of Miami shall not reimburse the City for the benefit of the assigned 24-Hour Take Home Vehicle.

**III. ARTICLE 39 – SICK LEAVE**

WHEREAS, Article 39 specifically Article 39.11 provides "Bargaining unit members with unused accumulated sick leave hours in excess of the maximum carryover at the end of the year shall be paid for one hundred percent (100%) of the unused portion of their accumulated sick leave in excess of the maximum carryover.

**NOW THEREFORE**, the parties agree Bargaining unit members with unused accumulated sick leave hours in excess of the maximum carryover at the end of the year shall not be paid for any unused portion of their accumulated sick leave in excess of the maximum carryover.

ON BEHALF OF THE UNION:

  
\_\_\_\_\_  
Anthony Hatten

President, AFSCME Local 1907

ON BEHALF OF THE CITY:

  
\_\_\_\_\_  
Johnny E. Martinez

City Manager

## AFSCME 1907 SALARY SCHEDULES

Oct 1, 2020	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
AFSCME	1yr	2yr													
04.A1907	9.4627	9.9358	10.4327	10.9542	11.5020	12.0772	12.6811	13.3150	13.9807	14.6799	15.4137	16.1845	16.9938	17.8434	18.7356
05.A1907	9.9358	10.4327	10.9542	11.5020	12.0772	12.6811	13.3150	13.9807	14.6799	15.4137	16.1845	16.9938	17.8434	18.7356	19.6724
06.A1907	10.4327	10.9542	11.5020	12.0772	12.6811	13.3150	13.9807	14.6799	15.4137	16.1845	16.9938	17.8434	18.7356	19.6724	20.6558
07.A1907	10.9542	11.5020	12.0772	12.6811	13.3150	13.9807	14.6799	15.4137	16.1845	16.9938	17.8434	18.7356	19.6724	20.6558	21.6887
08.A1907	11.5020	12.0772	12.6811	13.3150	13.9807	14.6799	15.4137	16.1845	16.9938	17.8434	18.7356	19.6724	20.6558	21.6887	22.7731
09.A1907	12.0772	12.6811	13.3150	13.9807	14.6799	15.4137	16.1845	16.9938	17.8434	18.7356	19.6724	20.6558	21.6887	22.7731	23.9118
10.A1907	12.6811	13.3150	13.9807	14.6799	15.4137	16.1845	16.9938	17.8434	18.7356	19.6724	20.6558	21.6887	22.7731	23.9118	25.1074
11.A1907	13.3150	13.9807	14.6799	15.4137	16.1845	16.9938	17.8434	18.7356	19.6724	20.6558	21.6887	22.7731	23.9118	25.1074	26.3627
12.A1907	13.9807	14.6799	15.4137	16.1845	16.9938	17.8434	18.7356	19.6724	20.6558	21.6887	22.7731	23.9118	25.1074	26.3627	27.6809
13.A1907	14.6799	15.4137	16.1845	16.9938	17.8434	18.7356	19.6724	20.6558	21.6887	22.7731	23.9118	25.1074	26.3627	27.6809	29.0651
14.A1907	15.4137	16.1845	16.9938	17.8434	18.7356	19.6724	20.6558	21.6887	22.7731	23.9118	25.1074	26.3627	27.6809	29.0651	30.5183
15.A1907	16.1845	16.9938	17.8434	18.7356	19.6724	20.6558	21.6887	22.7731	23.9118	25.1074	26.3627	27.6809	29.0651	30.5183	32.0442
16.A1907	16.9938	17.8434	18.7356	19.6724	20.6558	21.6887	22.7731	23.9118	25.1074	26.3627	27.6809	29.0651	30.5183	32.0442	33.6463
17.A1907	17.8434	18.7356	19.6724	20.6558	21.6887	22.7731	23.9118	25.1074	26.3627	27.6809	29.0651	30.5183	32.0442	33.6463	35.3286
18.A1907	18.7356	19.6724	20.6558	21.6887	22.7731	23.9118	25.1074	26.3627	27.6809	29.0651	30.5183	32.0442	33.6463	35.3286	37.950
19.A1907	19.6724	20.6558	21.6887	22.7731	23.9118	25.1074	26.3627	27.6809	29.0651	30.5183	32.0442	33.6463	35.3286	37.0950	38.9499
20.A1907	20.6558	21.6887	22.7731	23.9118	25.1074	26.3627	27.6809	29.0651	30.5183	32.0442	33.6463	35.3286	37.0950	38.9499	40.8974
21.A1907	21.6887	22.7731	23.9118	25.1074	26.3627	27.6809	29.0651	30.5183	32.0442	33.6463	35.3286	37.0950	38.9499	40.8974	42.9422
22.A1907	22.7731	23.9118	25.1074	26.3627	27.6809	29.0651	30.5183	32.0442	33.6463	35.3286	37.0950	38.9499	40.8974	42.9422	45.0893
23.A1907	23.9118	25.1074	26.3627	27.6809	29.0651	30.5183	32.0442	33.6463	35.3286	37.0950	38.9499	40.8974	42.9422	45.0893	47.3437
24.A1907	25.1074	26.3627	27.6809	29.0651	30.5183	32.0442	33.6463	35.3286	37.0950	38.9499	40.8974	42.9422	45.0893	47.3437	49.7109
25.A1907	26.3627	27.6809	29.0651	30.5183	32.0442	33.6463	35.3286	37.0950	38.9499	40.8974	42.9422	45.0893	47.3437	49.7109	52.1966
26.A1907	27.6809	29.0651	30.5183	32.0442	33.6463	35.3286	37.0950	38.9499	40.8974	42.9422	45.0893	47.3437	49.7109	52.1966	54.8063
27.A1907	29.0651	30.5183	32.0442	33.6463	35.3286	37.0950	38.9499	40.8974	42.9422	45.0893	47.3437	49.7109	52.1966	54.8063	57.5466
28.A1907	30.5183	32.0442	33.6463	35.3286	37.0950	38.9499	40.8974	42.9422	45.0893	47.3437	49.7109	52.1966	54.8063	57.5466	60.4239
29.A1907	32.0442	33.6463	35.3286	37.0950	38.9499	40.8974	42.9422	45.0893	47.3437	49.7109	52.1966	54.8063	57.5466	60.4239	63.4451
30.A1907	33.6463	35.3286	37.0950	38.9499	40.8974	42.9422	45.0893	47.3437	49.7109	52.1966	54.8063	57.5466	60.4239	63.4451	66.6174
31.A1907	35.3286	37.0950	38.9499	40.8974	42.9422	45.0893	47.3437	49.7109	52.1966	54.8063	57.5466	60.4239	63.4451	66.6174	69.9483
32.A1907	37.0950	38.9499	40.8974	42.9422	45.0893	47.3437	49.7109	52.1966	54.8063	57.5466	60.4239	63.4451	66.6174	69.9483	73.4457
33.A1907	38.9499	40.8974	42.9422	45.0893	47.3437	49.7109	52.1966	54.8063	57.5466	60.4239	63.4451	66.6174	69.9483	73.4457	77.1181
34.A1907	40.8974	42.9422	45.0893	47.3437	49.7109	52.1966	54.8063	57.5466	60.4239	63.4451	66.6174	69.9483	73.4457	77.1181	80.9740
35.A1907	42.9422	45.0893	47.3437	49.7109	52.1966	54.8063	57.5466	60.4239	63.4451	66.6174	69.9483	73.4457	77.1181	80.9740	85.0226
36.A1907	45.0893	47.3437	49.7109	52.1966	54.8063	57.5466	60.4239	63.4451	66.6174	69.9483	73.4457	77.1181	80.9740	85.0226	89.2737
37.A1907	47.3437	49.7109	52.1966	54.8063	57.5466	60.4239	63.4451	66.6174	69.9483	73.4457	77.1181	80.9740	85.0226	89.2737	93.7375
38.A1907	49.7109	52.1966	54.8063	57.5466	60.4239	63.4451	66.6174	69.9483	73.4457	77.1181	80.9740	85.0226	89.2737	93.7375	98.4242
39.A1907	52.1966	54.8063	57.5466	60.4239	63.4451	66.6174	69.9483	73.4457	77.1181	80.9740	85.0226	89.2737	93.7375	98.4242	103.3455



Oct 1, 2020	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
INS	1yr	2yr													
	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
01.INS	32.9005	34.5455	36.2729	38.0865	39.9909	41.9905	44.0901	46.2946	48.6093	51.0398	53.5917	56.2713	59.0849	62.0392	65.1412
03.INS	36.1907	38.0001	39.9002	41.8951	43.9899	46.1894	48.4990	50.9238	53.4700	56.1435	58.9507	61.8983	64.9933	68.2430	71.6550
05.INS	39.8096	41.8001	43.8901	46.0847	48.3889	50.8084	53.3487	56.0162	58.8169	61.7579	64.8457	68.0880	71.4925	75.0670	78.8204

Oct 1, 2021	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
INS	1yr	2yr													
	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
01.INS	33.5585	35.2364	36.9984	38.8482	40.7907	42.8303	44.9719	47.2205	49.5815	52.0606	54.6635	57.3967	60.2666	63.2800	66.4440
03.INS	36.9145	38.7601	40.6982	42.7330	44.8697	47.1132	49.4690	51.9423	54.5394	57.2664	60.1297	63.1363	66.2932	69.6079	73.0881
05.INS	40.6058	42.6361	44.7679	47.0064	49.3567	51.8246	54.4157	57.1365	59.9932	62.9931	66.1426	69.4498	72.9224	76.5683	80.3968

Oct 1, 2022	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
INS	1yr	2yr													
	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
01.INS	33.8941	35.5888	37.3684	39.2367	41.1986	43.2586	45.4216	47.6927	50.0773	52.5812	55.2101	57.9707	60.8693	63.9128	67.1084
03.INS	37.2836	39.1477	41.1052	43.1603	45.3184	47.5843	49.9637	52.4617	55.0848	57.8391	60.7310	63.7677	66.9561	70.3040	73.8190
05.INS	41.0119	43.0625	45.2156	47.4765	49.8503	52.3428	54.9599	57.7079	60.5931	63.6230	66.8040	70.1443	73.6516	77.3340	81.2008

Oct 1, 2020	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
IT	1yr	2yr													
	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
01.IT	21.3806	22.4498	23.5722	24.7508	25.9883	27.2879	28.6522	30.0849	31.5892	33.1685	34.8270	36.5683	38.3966	40.3165	42.3324
02.IT	22.4498	23.5722	24.7508	25.9883	27.2879	28.6522	30.0849	31.5892	33.1685	34.8270	36.5683	38.3966	40.3165	42.3324	44.4490
03.IT	23.5722	24.7508	25.9883	27.2879	28.6522	30.0849	31.5892	33.1685	34.8270	36.5683	38.3966	40.3165	42.3324	44.4490	46.6715
04.IT	24.7508	25.9883	27.2879	28.6522	30.0849	31.5892	33.1685	34.8270	36.5683	38.3966	40.3165	42.3324	44.4490	46.6715	49.0050
05.IT	25.9883	27.2879	28.6522	30.0849	31.5892	33.1685	34.8270	36.5683	38.3966	40.3165	42.3324	44.4490	46.6715	49.0050	51.4552
06.IT	27.2879	28.6522	30.0849	31.5892	33.1685	34.8270	36.5683	38.3966	40.3165	42.3324	44.4490	46.6715	49.0050	51.4552	54.0280
07.IT	28.6522	30.0849	31.5892	33.1685	34.8270	36.5683	38.3966	40.3165	42.3324	44.4490	46.6715	49.0050	51.4552	54.0280	56.7294
08.IT	30.0849	31.5892	33.1685	34.8270	36.5683	38.3966	40.3165	42.3324	44.4490	46.6715	49.0050	51.4552	54.0280	56.7294	59.5658
09.IT	31.5892	33.1685	34.8270	36.5683	38.3966	40.3165	42.3324	44.4490	46.6715	49.0050	51.4552	54.0280	56.7294	59.5658	62.5442
10.IT	33.1685	34.8270	36.5683	38.3966	40.3165	42.3324	44.4490	46.6715	49.0050	51.4552	54.0280	56.7294	59.5658	62.5442	65.6715
11.IT	34.8270	36.5683	38.3966	40.3165	42.3324	44.4490	46.6715	49.0050	51.4552	54.0280	56.7294	59.5658	62.5442	65.6715	68.9549
12.IT	36.5683	38.3966	40.3165	42.3324	44.4490	46.6715	49.0050	51.4552	54.0280	56.7294	59.5658	62.5442	65.6715	68.9549	72.4027
13.IT	38.3966	40.3165	42.3324	44.4490	46.6715	49.0050	51.4552	54.0280	56.7294	59.5658	62.5442	65.6715	68.9549	72.4027	76.0229
14.IT	40.3165	42.3324	44.4490	46.6715	49.0050	51.4552	54.0280	56.7294	59.5658	62.5442	65.6715	68.9549	72.4027	76.0229	79.8240
15.IT	42.3324	44.4490	46.6715	49.0050	51.4552	54.0280	56.7294	59.5658	62.5442	65.6715	68.9549	72.4027	76.0229	79.8240	83.8152
16.IT	44.4490	46.6715	49.0050	51.4552	54.0280	56.7294	59.5658	62.5442	65.6715	68.9549	72.4027	76.0229	79.8240	83.8152	88.0059
17.IT	46.6715	49.0050	51.4552	54.0280	56.7294	59.5658	62.5442	65.6715	68.9549	72.4027	76.0229	79.8240	83.8152	88.0059	92.4062
18.IT	49.0050	51.4552	54.0280	56.7294	59.5658	62.5442	65.6715	68.9549	72.4027	76.0229	79.8240	83.8152	88.0059	92.4062	97.0266
19.IT	51.4552	54.0280	56.7294	59.5658	62.5442	65.6715	68.9549	72.4027	76.0229	79.8240	83.8152	88.0059	92.4062	97.0266	101.8778

Oct 1, 2021	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
IT	1yr	2yr													
	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
01.IT	21.8082	22.8988	24.0436	25.2458	26.5081	27.8337	29.2252	30.6866	32.2210	33.8319	35.5235	37.2997	39.1645	41.1228	43.1790
02.IT	22.8984	24.0436	25.2458	26.5081	27.8337	29.2252	30.6866	32.2210	33.8319	35.5235	37.2997	39.1645	41.1228	43.1790	45.3380
03.IT	24.0436	25.2458	26.5081	27.8337	29.2252	30.6866	32.2210	33.8319	35.5235	37.2997	39.1645	41.1228	43.1790	45.3380	47.6049
04.IT	25.2458	26.5081	27.8337	29.2252	30.6866	32.2210	33.8319	35.5235	37.2997	39.1645	41.1228	43.1790	45.3380	47.6049	49.9851
05.IT	26.5081	27.8337	29.2252	30.6866	32.2210	33.8319	35.5235	37.2997	39.1645	41.1228	43.1790	45.3380	47.6049	49.9851	52.4843
06.IT	27.8337	29.2252	30.6866	32.2210	33.831										

