



MEMORANDUM

Office of the City Attorney

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TO: WAYNE BOWERS, City Manager
MICHAEL L. KURTZ, Gen. Manager for Utilities
MARION J. RADSON, City Attorney
ALAN ASH, City Auditor
KURT LANNON, Clerk of the Commission

FROM: CHARLES L. HAUCK, Sr. Assistant City Attorney

SUBJECT: AMENDMENTS TO EMPLOYMENT CONTRACTS

DATE: Aug. 30, 2001

Please find enclosed what I consider to be the final version of the amendments to the employment agreements. I interpreted the discussion at the P&O Committee of August 21, to authorize amending the agreements to generally provide benefits similar to, but not greater than, those available to other employees. The exceptions to that principle, pertinent to this amendment, would be retaining as the minimum annual leave or PTO leave accrual what would be earned by an employee with 20 years of service. Furthermore, the higher "carryover cap" of 320 hours was to be maintained. The carryover cap created for PTO (372 hours) is in the same proportion as the 320 is to the annual leave cap for employees with 20 years of services. In accordance with the aforementioned discussion at the P&O Committee, both the annual leave carryover cap and the PTO carryover cap are subject to adjustment, as would be the case for other employees, as described in Personnel Policies 8 and 9.

The provisions of the contract dealing with vacation leave, sick leave, PTO, PCLB, and life insurance now contain the general proviso that if these benefits are available in increased amounts for otherwise similarly situated employees, the Charter Officers' benefits would be treated accordingly. The Auditor's agreement specifically deals with his re-entry to the General Employees Pension Plan, and restricts vacation/termination pay he might receive in a fashion similar to that which would occur for other General Plan members with similar service.

Please review these documents, execute them, and return them to me. I will then forward the amendments, along with this cover memo, to the Mayor and request that he execute them on behalf of the City.

CLH:sw

Enclosure