

**I. General Statement:**

This policy covers non-represented employees who are sworn police, certified firefighters, or confidential employees.

**II. Objective:**

The City of Gainesville wishes to clarify its policy on compensation and benefits given to non-represented employees that are not covered by other City Policies or written management procedures for non-represented employees, but are addressed in labor agreements for represented employees.

**III. Authority:**

The appropriate Charter Officer has the authority to create and maintain an administrative procedure that outlines the compensation and benefits that non-represented employees may receive. The appropriate Charter Officer may grant the collectively bargained compensation and benefits at the same or lesser level, or a different benefit expressly in lieu thereof, which costs the same or less.

If the appropriate Charter Officer proposes to grant a collectively bargained compensation or benefit at a greater level or different compensation or benefits in lieu thereof at a greater cost, the City Commission will be notified in writing of this proposal at least two months prior to its proposed implementation.

All compensation and benefits granted pursuant to this policy may be unilaterally decreased or eliminated by the appropriate Charter Officer, after notice to the Police and/or Fire Chief, if applicable. Funds must be available in the approved budget for any benefit granted pursuant to this policy.

Effective Date: 04/14/03

Date Issued: 04/14/03

Date Revised: 02/01/11

Date Revised: 02/16/12