

ARTICLE 34**WAGES****34.1 Pay Range Adjustments**

Effective the beginning of the first full pay period following ratification of this amendment, pay ranges shall be adjusted as reflected in the City's published Pay Plan.

34.2 Transitional Wage Increases

A. Employees covered by this Agreement, employed on or before October 1, 2019, who are not in a Supervisory Progression Through Training Program (PTTP), shall have their years in position (YIP) computed to the second decimal place as of October 1, 2019. This value shall serve as the basis for determining an employee's Market Threshold and the total value of his/her Transitional Wage Increase. Market Threshold shall be computed as follows:

- $(\text{New pay grade midpoint} - \text{new pay grade minimum}) \div 7 =$
value of one full year in position (YIP).
- $\text{Employee's YIP} \times \text{value of one full year in position} + \text{new pay grade minimum} = \text{Market Threshold}$, limited by the new pay grade market.

B. Employees hired after October 1, 2019; those who are in a SPTTP; and those who are in jobs for which a SPTTP exists but who did not opt-in; shall not be eligible for Transitional Wage Increases described in this paragraph.

C. An eligible employee's Transitional Wage Increase shall be equal to the difference between his/her base salary and his/her Market Threshold, limited by the new pay grade market.

D. Except as provided in 34.2.G below, the Transitional Wage Increase, if any, will be added to any eligible employee's base rate of pay in three installments, as provided in the table below.

- E. Employees participating in the DROP may receive Transitional Wage Increases up to the maximum of the pay range as it existed the day they entered the DROP.
- F. There shall be no Transitional Wage Increases after October 2021, and no Transitional Wage Increases beyond the term of this Agreement, unless and until there is a new Agreement in effect providing for such increases.

Table 1

Transitional Wage Increases	Effective Date	Basis
First Installment	Beginning of second full pay period following ratification	Transitional Wage Increase/3
Second Installment	October 5, 2020	Transitional Wage Increase/3
Third Installment	October 4, 2021	Transitional Wage Increase/3

- G. Employees who are eligible for a Transitional Wage Increase, and who promote after October 1, 2019 shall remain eligible for and shall continue to receive Transitional Wage Increases on the same dates and in the same amounts they would receive such increases had they not promoted, limited as provided in this section (34.2.G.), so long as the promotion is to another bargaining unit classification. In the event the adjustment of an employee's salary to the new minimum is greater than the Transitional Wage Increase due, the employee shall only receive the adjustment to the new minimum.
- H. Employees who are eligible to receive a Transitional Wage Increase shall receive, in addition to the First Installment base rate increase, a pensionable, one-time payment for all pay periods from October 7, 2019 forward to the end of the first full pay period after final ratification occurs. This prorated payment shall be arrived at by dividing the annualized First Installment by 26, and multiplying that number for each pay period between October 7, 2019 and the end of the first full pay period after final ratification occurs.

34.3 General Increases and Lump Sum Payments

A. Effective the beginning of the second full pay period following ratification, employees covered by this Agreement, who were employed as a bargaining unit employee as of October 1, 2019, except those who have not completed their Supervisory Progression Through Training Program, shall have their individual base rate of pay increased by two percent (2%), except for any portion that would conflict with an employee's Deferred Retirement Option Program (DROP) agreement. In addition, employees eligible for this general increase shall receive a pensionable, one-time payment for all pay periods from January 13, 2020 forward to the end of the pay period during which final ratification occurs. This prorated payment shall be arrived at by dividing the annualized value of the 2% of base pay by 26, and multiplying that number for each pay period between January 13, 2020 and the end of the first full pay period after final ratification occurs.

B. Effective January 11, 2021, employees covered by this Agreement, except those who have not completed their Supervisory Progression Through Training Program, shall have their individual base rate of pay increased by two and one-half percent (2½%), except for any portion that would conflict with an employee's DROP agreement. Employees hired on January 11, 2021 shall not be eligible for the general increase described in this section (34.3.B.). There shall be no general increases or one-time payments after January 2021, unless and until there is a new Agreement in effect providing for such increases.

34.4 Retiree Health Savings Plan

Employees covered by this Agreement shall have their base pay rate reduced by 1.5% and the employer shall contribute such amount to the Retiree Health Savings (RHS) plan adopted by the City Commission.

34.5 Merit or Performance Increases

A. There shall be no Merit or Performance Increases during the term of

1 this Agreement, and no Merit or Performance Increases after the
2 expiration of this Agreement, unless and until there is a new agreement
3 in effect providing for such increases.

4 B. For regular (non-probationary) employees, the review period is a one-
5 year period from October 1 through the next September 30.
6 Employees will continue to be reviewed, but there will be no Merit or
7 Performance Increases associated with these reviews.

8 C. Unless otherwise provided, DROP employees' rate of pay shall be
9 subject to the limitations provided for in each individual's DROP
10 agreement.

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12 **34.6 Classification Changes**

13 A. Promotion

14 When an employee is promoted, his/her salary shall be advanced to a
15 rate in the new pay range which would provide at least a five percent
16 (5%) increase, except as provided in paragraph 34.7.

17 B. Transfer

18 There shall be no immediate change in the salary rate of an employee
19 who is transferred. A transfer shall be defined as a move from one
20 position to another with no change in classification. If an employee
21 competes for and is hired into a position in a class having the same or
22 a lower salary range, the rate of pay shall be set in accordance with
23 HR Policy C-3: Changes in Employee Status Affecting Compensation.

24 C. Temporary Assignments

25 When an employee is assigned to perform work for a position in a job
26 classification with a lower pay grade on a temporary basis, the
27 employee shall not suffer a decrease in pay.

28 D. Demotion

29 When an employee is demoted to a position in a job classification with
30 a lower pay grade, the employee shall be paid within the approved
31 range for the lower paid job classification. The rate of pay shall be set

by the Human Resources Director.

E. Audits and Re-allocations

When a position(s) is reallocated to a lower paid classification as a result of a job audit or re-organization, and the affected employee's rate of pay is above the lower classification's range maximum, the affected employee's rate of pay shall be frozen. The employee's pay shall continue at the present rate during the period of incumbency (except in event of general service wide reductions). The employee shall not be entitled to a pay increase until such time as the employee's pay is within the appropriate pay grade for the lower pay classification.

F. Lump Sum Payments for "Hot" Market Jobs

Under certain conditions some skill sets become "hot" in the marketplace. This becomes an issue of concern for the City when either turnover increases in these position classes, or the City has a difficult time recruiting. The several years leading up to Y2K for COBOL programmers are a good example. Under these circumstances, CWA and the City have an interest in maintaining compensation at market levels without permanently changing the pay structure and distorting internal hierarchy relationships. Therefore, discretionary one-time lump sums may be made at different intervals depending on market conditions. Each payment of a lump sum will be approved by the IBBT. The review will include, but not be limited to the following:

- There are demonstrated recruitment or retention problems in a position class or potential recruitment or retention problems due to projected retirements or turnover and there is actual evidence that the City of Gainesville compensation is materially below market, based on bona fide data for the appropriate recruitment market, taking into account the total compensation for the position class. The lump sum for "hot" market jobs will be applied to each individual in the class who has the requisite skills.

- The IBBT will approve any market adjustments, but the final decision as to the initiation and withdrawal of the adjustment will rest solely with management, to include the Human Resources Department.
- These “hot” market job lump sum payments will not be included in determining final average earnings (FAE) for the calculation of pension benefits.

34.7 Progression through Training

- A. Employees participating in the Supervisory Progression Through Training Program (SPTTP) shall be given information regarding how the program works and the penalty, if any, for not progressing in the program. In addition, the employee shall be required to sign a statement of receipt and understanding which states he/she has been given this information prior to participating in the program.
- B. Employees participating in the SPTTP shall receive wage increases in accordance with the terms of the SPTTP, and as otherwise expressly stated in this article. General Increases shall be given as provided in paragraph 34.3 above.
- C. All newly appointed Supervisors of employees participating in IBBT approved PTTPs shall be participants in the SPTTP.
- D. All existing Supervisors of employees participating in an IBBT approved PTTP may elect to voluntarily participate in the SPTTP at any time. Once an existing Supervisor has entered the program, he/she may elect to end their participation within the first six (6) months but in doing so, forfeits the opportunity to opt into the program at a later date.
- E. An evaluation tool was developed specifically for use by Supervisors participating in the SPTTP. The intention was to use this tool to pilot an extension of the PTTP philosophy (a direct link between performance and pay) beyond the acquisition of Knowledge, Skills and

Abilities (KSA) into the use and application of those KSAs. The terms and conditions necessary for implementation of this evaluation tool will be jointly developed by a work group comprised of representatives from the CWA and Management, appointed by the IBBT. Their work product must be approved by the PTTP Board, and finally by the IBBT prior to inclusion in the SPTTP.

F. Transitional Pay Ranges

- Each individual participating in the Supervisory Progression Through Training Program has a pay chart indicating the wage assigned to each level in the program. Each participant will have a new pay chart produced for the initial year of the transition.
- Each year of the transitional period, each participant will have a revised pay chart produced indicating whether that program has an increase in either the base or endpoint of the program.
- Any Supervisory PTTP employee whose base pay increases will have their base rate adjusted on the same schedule as noted in Table 1 in paragraph 34.2.
- Supervisory PTTP employees whose progression level has a base pay increase shall receive, in addition to the base rate increase, a pensionable, one-time payment for all pay periods from October 7, 2019 forward to the end of the first full pay period after final ratification occurs. This prorated payment shall be arrived at by dividing the annualized difference in their PTTP base pay as of October 7, 2019 by 26, and multiplying that number for each pay period between October 7, 2019 and the end of the first full pay period after final ratification occurs.

34.8 If the City proposes removal of a classification(s) from the bargaining unit, and where the union disagrees, PERC will decide the issue.

34.9 Direct Deposit

1 All employees covered by this Agreement will be required to have and
2 maintain a direct deposit account for the purpose of receiving their
3 employment compensation.
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5 34.10 In the event an employee is subject to an income deduction order, the City
6 shall charge the employee an administrative fee, or fees, in accordance
7 with limits established by law.
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