



not serve an Introductory Period. The employee's rate of pay shall remain the same unless the employee is currently being paid above the maximum or below the minimum of the position to which they are being reassigned. In that event, the employee's rate of pay will be adjusted accordingly.

5.5 Out-of-Class Assignment

If an employee is temporarily assigned to a position with a higher pay grade for a period greater than ten (10) consecutive workdays, the employee will be paid at the minimum of the higher pay grade or receive a 5% increase, whichever is greater, beginning on workday eleven (11) and through the end of the Out-of-Class Assignment period.

5.6 Interim Management Assignment

In the event of a Department Director/Division Manager vacancy, the City Manager may determine that an Interim Director/Manager be appointed to direct the operations of that Department or Division. The Interim Director/Manager shall assume all required authority to develop, implement and delegate all necessary work assignments and make all related decisions to accomplish the goals and objectives of the respective Department/Division. The City Manager shall establish a pay rate to sufficiently compensate the Interim Director/Manager for the additional duties and responsibilities to be assumed. The Interim Director/Manager shall remain in place for any period of time deemed necessary or until the position has been filled through the City's employment process.

5.7 Emergency Work Assignments

Upon a declaration of emergency by the City Commission and through the emergency end as declared by the City Manager, all employees are subject to work or return to duty as directed to ensure continuation and restoration of services, maintain safety and fulfill the City's responsibility to its citizens. The City Manager may assign employees to any duty to the extent that the City is not in violation of any state or federal law. This assignment may include employees of one department serving in an emergency capacity for any other department or function as assigned for which the employee can reasonably perform. The City shall make a reasonable effort to release employees from work prior to, during and after emergency conditions to take care of personal situations, such as family and property needs. Emergency work assignments shall be classified as: Essential 24/7, Essential Daily, and Non-Essential.

5.7.A. Essential 24/7 Operations

Work assignments classified as Essential 24/7 Operations include services provided by Police, Fire and Utilities that are required for the health and safety of our citizens.

1. Police – PBA Article 7, Section 6 – Call Back Time/Pay. *"If the City requires bargaining unit employees to return to work, for emergency purposes...on other than their regularly assigned shifts, such recall time begins when the employee reaches the City limits and such employees shall be credited with a minimum of two (2) hours work for such required duty and shall be paid accordingly in accordance with the provisions of Section 4, hereof."*

Section 4 – Overtime Pay. "(a) All time worked in excess of employee's regularly scheduled hours in a given work period shall be paid at time and ½ the employee's regular hourly rate of pay; (b) Overtime hours worked during a declared emergency shall be paid at double time."