

**Kaitlin Bianchi**

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**From:** Kaitlin Bianchi <kaitlin@kwru.com>  
**Sent:** Tuesday, September 06, 2016 12:39 PM  
**To:** 'palbury@fkaa.com' <palbury@fkaa.com>  
**Subject:** FW: Info

Good afternoon Pam,

I was wondering if you wouldn't mind helping me out with a few questions.

Would you be able to tell me average salary ranges for FCAA employees in the billing department, accounting department and the administrative department?

If you could let me know if this is possible I would really appreciate it!

Thank you very much,

**Kaitlin Bianchi**  
(305) 295-3301  
[kaitlin@kwru.com](mailto:kaitlin@kwru.com)

KW Resort Utilities  
6630 Front St.  
Key West, FL 33040

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**From:** Pam Albury [<mailto:palbury@fkaa.com>]  
**Sent:** Friday, January 15, 2016 3:12 PM  
**To:** Kaitlin Bianchi <[kaitlin@kwru.com](mailto:kaitlin@kwru.com)>  
**Subject:** RE: Info

Happy Friday! ☺

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**From:** Kaitlin Bianchi [<mailto:kaitlin@kwru.com>]  
**Sent:** Friday, January 15, 2016 3:07 PM  
**To:** Pam Albury  
**Subject:** RE: Info

One last question and I can finally stop being a pain!

Are the employees required to contribute to their health benefits? Can it involve their spouse or family?

Thank you so much Pam!

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**From:** Pam Albury [mailto:palbury@fkaa.com]  
**Sent:** Friday, January 15, 2016 2:49 PM  
**To:** Kaitlin Bianchi  
**Subject:** RE: Info

Section 8. Standby.

Because of the nature of the Employer's operations, standby time is mandatory. Employees on standby are required to carry communication equipment provided for by the FKAA with them at all times and shall have adequate and appropriate clothing and be otherwise fit for duty (i.e., an employee cannot drink any alcoholic beverages while on standby) to immediately leave their location and go directly to the job area. It is the responsibility of the employee to ensure that the communication equipment is turned on and in working order. Employees assigned to standby are required to have a telephone. Standby pay will be paid at the rate of two (2) hours straight time per day for standby from 5:00 p.m. or normal quitting time until 8:00 a.m. or normal starting time the next morning from Monday at 5:00 p.m. until Saturday at 8:00 a.m. Three (3) hours straight time will be paid for standby from 8:00 a.m. or normal starting time on Saturday through 8:00 a.m. Sunday; three (3) hours straight time will be paid for standby from 8:00 a.m. Sunday until 8:00 a.m. or normal starting time Monday. Holiday standby shall be paid as follows: (1) if the holiday occurs on a mid-week day (Tuesday, Wednesday or Thursday), the employee on standby will be paid five (5) hours pay for the period beginning at 5:00 p.m. the day before the holiday and ending at 8:00 a.m. on the morning after the holiday; (2) if the holiday falls on a Friday, the employee on standby will be paid three (3) hours pay for the period beginning 5:00 p.m. Thursday through 5:00 p.m. Friday, after which weekend standby will be paid; (3) if the holiday falls on Monday, weekend standby will be paid until 8:00 a.m. Monday and three (3) hours standby will be paid for the period beginning 8:00 a.m. Monday through 8:00 a.m. Tuesday; (4) if the holiday is a combination Thursday, Friday holiday, three (3) hours of standby pay will be paid for Thursday, two (2) hours of standby pay will be paid for Friday and three (3) hours standby pay will be paid for Saturday and three (3) hour standby pay will be paid for Sunday. For any additional holidays not provided for above that are contiguous with standby time, an additional three (3) hours of standby time will be paid per holiday. Employees on standby who are called out will be paid for the actual time spent on the call out at time-and-one-half the regular straight time rate. Persons assigned standby will begin their standby time at the time they punch out or write their time on their time card at the end of their workday. Paid time on call outs will begin at the time the employee leaves his home and subsequently completes his work and returns or has time to return to his home.

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**From:** Kaitlin Bianchi [mailto:kaitlin@kwru.com]  
**Sent:** Friday, January 15, 2016 2:45 PM  
**To:** Pam Albury  
**Subject:** RE: Info

Thank you so much for the info Pam, this helps a lot!

Can you provide what employees receive for being "on-call" if anything? For instance, do they receive pay for being on-call plus any overtime hours that are worked?

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**From:** Pam Albury [mailto:palbury@fkaa.com]  
**Sent:** Friday, January 15, 2016 1:23 PM  
**To:** Kaitlin Bianchi  
**Subject:** RE: Info

Hi! No problem, I hope this helps ☺

I have attached the 2016 Schedule.

We accrue one 8 Hour Optional Holiday per year on 1-1 ( new hires receive upon their hire date) if you do not use this day you will lose it on 12-31 although you will get a new one on 1-1. It has to be used in the entire 8 hour increment.

All fulltime employees accrue 8 hours of sick leave a month (it remains 8 does not increase with years)

All fulltime employees accrue annual leave (vacation) as follows:

Continuous Service Earned Time

1 month through 5 years 8 hours per month;  
12 workdays per year

61 months through 10 years 10 hours per month;  
15 workdays per year

121 months through 15 years 12 hours per month;  
18 workdays per year

181 months and over 16 hours per month;  
24 workdays per year

Thanks  
Pam

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**From:** Kaitlin Bianchi [mailto:kaitlin@kwru.com]  
**Sent:** Friday, January 15, 2016 12:28 PM  
**To:** Pam Albury  
**Subject:** Info

Hello Pam,

Thank you so much for taking the time to get this information to me I really appreciate it.

If we may have the number of paid holidays FCAA employees receive, along with the number of personal days and vacation days they are given, that would be wonderful.

Thank you again,

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