

RESOLUTION NO. 7382

**A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
ADOPTING A MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF SOUTH PASADENA AND
THE SOUTH PASADENA PUBLIC SERVICE
EMPLOYEES' ASSOCIATION FULL TIME UNIT**

WHEREAS, California Government Code Section 3500, et seq., (the Meyers-Milias-Brown Act) requires that public employers meet and confer regarding wages, hours, and other terms and conditions of employment; and

WHEREAS, the City of South Pasadena negotiating team periodically met and conferred with the South Pasadena Public Service Employees' Association Full Time (PSEA FT) representatives on numerous occasions to discuss terms and conditions of employment; and

WHEREAS, the City and the PSEA FT has agreed to the terms included in the attached Memorandum of Understanding attached hereto as "Exhibit A."

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1: Exhibit A is approved and adopted by the City Council of the City of South Pasadena in substantially the form as presented in this Council meeting agenda item.

SECTION 2. This resolution supersedes Resolution Nos. 7264, 7311, and 7372.

SECTION 3. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

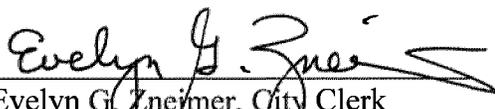
PASSED, APPROVED AND ADOPTED ON this 5th day of November, 2014.



Marina Khubesian, M.D., Mayor

ATTEST:

APPROVED AS TO FORM:



Evelyn G. Ziemer, City Clerk
(seal)



Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 5th day of November, 2014, by the following vote:

AYES: Cacciotti, Joe, Mahmud, Schneider, and Mayor Khubesrian

NOES: None

ABSENT: None

ABSTAINED: None

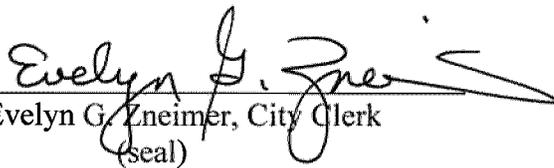

Evelyn G. Zneimer, City Clerk
(seal)

Exhibit A

**CITY
of
SOUTH PASADENA**

**PUBLIC SERVICE EMPLOYEES' ASSOCIATION
MEMORANDUM OF UNDERSTANDING**

2014-2017

EFFECTIVE JULY 1, 2014 – JUNE 30, 2017

CITY OF SOUTH PASADENA
PUBLIC SERVICE EMPLOYEES' ASSOCIATION
MEMORANDUM OF UNDERSTANDING
2014-2017

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1. RECOGNIZED REPRESENTATIVES, PARTIES, TERMS AND REOPENERS

1(a) RECOGNIZED REPRESENTATIVES

The City recognizes the SOUTH PASADENA PUBLIC SERVICE EMPLOYEES' ASSOCIATION as the exclusive representative for all employees identified in Section 2, "Represented Classifications"

1(b) PARTIES

This Memorandum of Understanding hereinafter referred to as the "MOU" is made and entered into by and between the City of South Pasadena, a Municipal Corporation hereinafter referred to as the "City", and the South Pasadena Public Service Employees' Association pursuant to Government Code section 3500 et. seq.

1(c) TERM OF AGREEMENT

This Memorandum of Understanding shall be in effect on July 1, 2014 and shall continue in full force until June 30, 2017.

1(d) REOPENERS

This MOU shall be subject to a reopener at direction of the City Council, upon adoption by the City Council of a Resolution evidencing a finding by the Council that any or all of the following events have occurred during the 2014-2015, 2015-2016 or 2016-2017 fiscal years:

- a. Five percent (5%) or greater reduction in general fund revenues during each fiscal year for the period July 1 through December 31 compared to the immediately preceding same period of time; and/or the period January 1 through June 30 and the same preceding period of time. The decline, if any, shall be measured by receipts during the applicable period of time, (Revenue reductions attributed to state withholding of local funds, shall be included in measuring the five percent (5%) reduction) or,
- b. A determination by the City Council to implement this Section a. shall not be subject to administrative challenge.

Although invocation of this Article shall not in and of itself constitute a revocation of terms and conditions of employment in force and effect prior to this 2014-2017 MOU, such provisions shall be subject to the meet and confer process conducted pursuant to this reopener.

PERSONNEL RULE REOPENER: During the term of this MOU, the City Manager may reopen the meet and confer process regarding the amendment of existing personnel rules and regulations and adoption of successor rules and regulations.

2. REPRESENTED CLASSIFICATIONS

The City hereby confirms the South Pasadena Public Service Employees Association as the representative of the employees in the classification listed below:

Account Clerk	Management Analyst
Accounting Technician	Management Assistant
Administrative Secretary	Parks Supervisor
Assistant Planner	Payroll Coordinator
Associate Planner	Program Specialist
Associate Civil Engineer	Public Works Assistant
Building Maintenance Worker	Public Works Inspector
Civil Engineering Assistant	Senior Account Clerk
Community Improvement Coordinator	Senior Electrician
Community Services Coordinator	Senior Librarian
Deputy City Clerk	Senior Maintenance Worker
Electrician	Senior Management Analyst
Facilities Supervisor	Senior Planner
Film Liaison	Senior Water Utility Worker
Grants Analyst	Senior Water Production/Treatment Operator
Human Resources Technician	Street Supervisor
Library Technical Assistant	Transportation Driver
Librarian	Water Conservation Analyst
Library Clerk I	*Water Operations Supervisor
Library Clerk II	Water Production/Treatment Operator
Maintenance Worker I	Water Utility Worker I
Maintenance Worker II	Water Utility Worker II
Management Aide	

*The City and PSEA agree that the duties currently performed by the Water Operations Supervisor shall be transferred out of the bargaining unit to the new classification of Water Operations Manager, an at-will, FLSA exempt non bargaining unit position. Water Operations Supervisor shall be a non-budgeted classification for the foreseeable future. In the event it is budgeted, it will remain a PSEA represented classification.

3. GENERAL PROVISIONS

3(a) SEVERABILITY

If any Article or Section of this MOU, or any Addendum thereto, should be held invalid by operation of law, or by any tribunal or office of competent jurisdiction, or if compliance with or enforcement of any Article or Section should be restrained by such tribunal or office, the remainder of this MOU shall not be affected thereby and the parties shall enter into immediate negotiations for the purpose of arriving at a mutually satisfactory replacement for such Article or Section.

3(b) EFFECT

It is understood and agreed that this MOU shall not become effective for any purpose or be binding on either party until approved by the City Council, and nothing herein shall be construed as obligating the City Council to approve in whole or in part. If the City Council approves in full, then this MOU shall become immediately effective. If the City Council fails to approve in full without modification, then this MOU shall become null and void. This MOU constitutes and includes all negotiations, compromises and representations made by either party; and both parties acknowledge that each has met and conferred in good faith herein.

4. ASSOCIATION RIGHTS

4(a) MONTHLY CHANGE OF STATUS RECORD

The City shall provide the Association with a monthly change of status record of those Association members who are terminated, on leave of absence, or temporarily disabled.

4(b) STEWARDS TRAINING

The City shall provide up to a combined total of forty (40) hours for all stewards, subject to supervisory approval, of City time per year for Association Stewards to attend Association sponsored steward Training Programs.

4(c) INFORMATION

The City shall provide each new employee eligible for Association representation with a membership statement, provided by the Association, and notify the Association President that such person has been hired and provide the Association President with the employee name, classification and department.

4(d) STEWARDS PROGRAM

1. List of Stewards - It is agreed by the parties to this Memorandum of Understanding that the recognized employee organization may select one Steward per work site or appoint the members of the Board of Directors as the Stewards for this unit. The recognized employee organization shall give the City's Human Resources Manager a written list of employees who have been selected as Stewards. This list shall be kept current by the recognized employee organization.
2. Stewards may spend a reasonable amount of time needed to expeditiously conduct the following activities: discuss matters with grievant, record information, advise or recommend action, assist in completion of documents necessary to formal grievance processing, investigate allegations which may form the basis for the grievance, and if so requested, appear with the grievant during all phases of the grievance process. This activity may be undertaken without reprisal, discrimination or intimidation.
3. Permission to Leave to Conduct Grievance Activities - Stewards, when leaving their work locations to transact such investigations or processing, shall first obtain permission from their immediate supervisor and inform him/her of the nature of the business. Permission to leave will be granted promptly unless such absence would cause undue interruption of work. If such permission cannot be granted promptly, the Steward will be immediately informed when the time will be made available. Stewards shall give their immediate supervisor reasonable advance notice of the need to take time away from their work for these activities, unless unable to do so because of exigent circumstances.
4. Upon entering a work location, the Steward shall inform the grievant's immediate supervisor of the nature of his/her business. Permission to leave the job will be granted promptly to the grievant unless the absence would cause an undue interruption of work. If the employee cannot be made available, the Steward will be immediately informed when the employee will be made available.
5. No Compensatory or Overtime Pay for Steward Functions - The recognized employee organization agrees that a Steward shall not log compensatory time or overtime pay for the time spent performing any function of a Steward and such time spent shall not constitute hours worked for purposes of calculating overtime.
6. Role of Steward - The role of the Steward is to provide timely grievance representation at the first steps of the grievance procedure in an effort to

resolve grievances at the lowest possible level and to increase communication between the recognized employee organization and the City.

4(e) DEFINITION OF GRIEVANCE

1. A claimed violation, misinterpretation, inequitable application, or non-compliance with the provisions of the current Memorandum of Understanding or any supplemental agreements. It is not to include a mere difference of opinion involving a management or department head exercise of discretion.
2. A claim by any employee or a group of employees or by the recognized employee organization in his/her, their or its own behalf, of a violation, misinterpretation, or inequitable application of existing policy, orders, rules, and regulations or then existing practice applicable to the public jurisdiction or its employees or the recognized employee organization.

4(f) DUES AND BENEFITS DEDUCTIONS

1. The City shall continue to deduct dues and Association sponsored benefit program premiums on a regular basis from the pay of all classifications and positions recognized to be represented by the Association, who voluntarily authorizes the deduction, in writing on a form to be provided for this purpose which is mutually agreed to by the Association and the City. The City shall remit such funds to the Association within 30 days following the deduction.
2. Hold Harmless Clause - The Association agrees to hold harmless and indemnify the City against any claims, causes of action, or lawsuits arising as a result of the deductions or transmittal of such funds to the Association, except the intentional failure of the City to transmit monies deducted from the employees pursuant to this Article to the Association.

5. MANAGEMENT RIGHTS

- 5(a) The City retains all its exclusive rights and authority under federal and state law and the City Code, and expressly and exclusively retains its management rights, which include, but are not limited to:
1. The exclusive right to determine the mission of its constituent departments, commissions, boards.
 2. Set standards and levels of service.

3. Determine the procedures and standards of selection for employment and promotions.
4. Direct its employees.
5. Establish and enforce dress and grooming standards.
6. Determine the methods and means to relieve its employees from duty because of lack of work or other lawful reasons.
7. Maintain the efficiency of governmental operation.
8. Determine the methods, means and numbers and kinds of personnel by which government operations are to be conducted.
9. Determine methods of financing.
10. Determine style and/or types of City-issued wearing apparel, equipment or technology to be used.
11. Determine and/or change the facilities, methods, technology means or organizational structure and size and composition of the work force and allocate and assign work by which the City operations are to be conducted.
12. Determine and change the number of locations, relocations and types of operations, processes and materials to be used in carrying out all City functions including but not limited to, the right to contract for or subcontract any work or operations of the City.
13. To assign work to and schedule employees in accordance with requirements as determined by the City and to establish and change work schedules and assignments upon reasonable notice.
14. Establish and modify productivity and performance programs and standards.
15. Discharge, suspend, demote, reprimand, withhold salary increases and benefits or otherwise discipline employees in accordance with applicable law.
16. Establish employee performance standards including but not limited to, quality and quantity standards, and to require compliance therewith.
17. Take all necessary actions to carry out its mission in emergencies.

- 18. Exercise complete control and discretion over its organization and the technology of performing its work.

- 5(b) The exercise by the City of its management rights shall not in any way, directly or indirectly, supersede the City Personnel Rules and this Memorandum of Understanding. Except in emergencies or when the City is required to make changes in its operations because of the requirements of law, whenever the exercise of management rights shall impact on members of the bargaining unit in their wages, hours, or other terms and conditions of employment, the City agrees to meet and confer with representatives of the Association, at their request, regarding the impacts of the exercise of such rights, unless the matter of the exercise of such rights is provided for in the Memorandum of Understanding or in the Personnel Rules and Salary resolutions. By agreeing to meet and confer with the Association as to the impacts of the exercise and of the foregoing management rights, management's discretion in the exercise of these rights shall not be diminished.

- 5(c) The following incorporates the side letters entered into by the City and PSEA for the 2012-2014 MOU into this 2014-2017 MOU and applies to the Management Generalist series of classifications, the first five of which are represented by PSEA (Management Aide, Management Assistant, Management Analyst, Water Conservation Analyst (equivalent to Management Analyst), Senior Management Analyst, and Principal Management Analyst).
 - 1. City has the management right to promote any employee holding a PSEA-represented position to a position outside of the PSEA-represented bargaining unit within the Management Generalist series without meeting and conferring regarding either its decision to promote, or the impacts of its decision to promote.
 - 2. City will not promote a PSEA-represented employee to any position within the Management Generalist series position without the employee's consent.
 - 3. PSEA-represented employees who accept promotion to the unrepresented Principal Management Analyst classification position shall have no "right of return" to their PSEA-represented position. PSEA-represented employees who accept promotion to Management Assistant, Management Analyst or Senior Management Analyst will have those "bumping" rights as set forth in Rule 14 of the City's Personnel Rules and Regulations.
 - 4. City will respect and honor the decision of any PSEA-represented employee who does not want to promote to any position within the Management Generalist Series.
 - 5. PSEA waives the right to grieve or challenge in any administrative or

judicial forum City's decision to promote a PSEA-represented employee to any position within the Management Generalist series.

6. COMPENSATION

6(a) SALARY SCHEDULE ADJUSTMENTS

Salaries shall be stated in Appendix A titled "PSEA Salary Schedule". Across the board salary increases shall be as follows, Effective with the first full pay period after July 1, 2014:

A three percent (3%) base salary increase.

Effective with the first full pay period after July 1, 2015:

A two percent (2%) base salary increase.

Effective with the first full pay period after July 1, 2016:

A three percent (3%) base salary increase.

7. HOURS

7(a) OVERTIME

1. The City shall compensate employees at the rate of time and one-half for all hours worked in excess of their daily shift; hours worked in excess of a regularly scheduled workweek; eighty hours in a pay period; and holidays (exclusive of holiday pay). However, the City shall not use these hours twice to calculate overtime.
2. Subject to limitations in Section 7(a)(3)(4) below, overtime compensation may be made either in the form of cash payment or in Compensatory Time Off (hereinafter termed "CTO") at the option of the employee.
3. All employees shall be permitted to accumulate CTO to a maximum of 100 hours. Once this limit is reached, employees shall be compensated in cash at the rate of 1.5 times their rate of pay for overtime worked. The employee has the option to accumulate CTO when his/her CTO balance is reduced to less than 100 hours. To the extent permitted by law, the City shall retain the option to exercising discretion to require employees to utilize already accumulated CTO hours.
4. The use of CTO is subject to approval by the Department Head and shall not cause projected additional overtime to be incurred by the Department. And approved CTO shall not be denied less than 72 hours prior to the

effective use of CTO unless extraordinary circumstances occur as determined by the City Manager.

- 5. Use of earned and accrued CTO hours shall be subject to prior approval by the supervisor of the employee requesting use of said time off. The determination as to granting or denying use of the CTO shall be based on considerations including but not limited to: impact of the CTO use on overtime expenditures and on operational needs of the impacted City Department.

7(b) WORK SCHEDULES/CITY HALL/PUBLIC WORKS YARD

Employees working at City Hall and the Public Works Yard would be required to work a nine hour work day with a half hour lunch on Monday through Thursday and an eight hour work day with a half hour lunch on alternating Fridays. The City Manager’s Office in conjunction with the Department Heads would determine which employees would be scheduled on each Friday so that City Hall/Public Works is adequately staffed. The employee’s supervisor shall determine the lunch break schedule.

7(c) DIFFERENTIAL PAY FOR SUNDAY HOURS

Any full-time permanent employee who is in the Public Service Employees' Association and is assigned to work a Sunday schedule shall receive time and one-half (1-1/2) for all Sunday hours worked.

7(d) EXTENDED OVERTIME PAY

Any employee who is required to work a shift of more than twelve (12) hours in a single shift shall receive double time for all hours beyond twelve (12) hours. A shift shall be defined as the first 24 hours following the employee's normal starting time.

8. RETIREMENT (SUBJECT TO AB 340 LANGUAGE BELOW)

8(a) PARTICIPATION IN CALPERS

For “classic members”, (i.e., employees who are not “new members” under the California Public Employees’ Pension Reform Act of 2013 (“PEPRA”), the City agrees to participate in the California Public Employees’ Retirement System, 2%@55 plan and to provide a “single highest year” benefit (Section 20042 of the *Government Code*)

8(b) EMPLOYEE’S SHARE

Effective July 1, 2013, all classic members shall pay 100% of the statutorily

required member contribution.

8(c) SICK LEAVE CONVERSION

The City has contracted for the benefit of sick leave conversion pursuant to Section 20965 of the California Government Code.

8(d) RETIRED EMPLOYEE’S MEDICAL COVERAGE

As regards unit employees hired on or after the date of City Council adoption of the 2012-14 MOU or resolution of an impasse regarding the 2012-13 fiscal year, the City contribution to an individual employee’s health benefit plan on retirement shall be as prescribed in Government Code section 22892 and shall therefore be in an equal amount for both active employees and annuitants, as that amount may from time to time be adjusted upward and/or downward as required by Section 22892. As regards all unit employees employed by the City prior to City Council adoption of the 2012-14 MOU, or resolution of an impasse regarding the 2012-13 fiscal year, and who become retirees on and after July 1, 2012, the City contribution to an individual retiree’s health benefit plan shall be in the amount of \$625 monthly, subject to CALPERS – mandated reductions in coordination with Medicare coverage.

There exists a dispute between the parties as to the validity of the implementation of Article 8(d) (“Retired Employee’s Medical Coverage”) of the 2011-2012 terms and conditions and the validity of Article 8(d) of the 2012-2014 MOU and the 2014-2017 MOU. The parties agree that the fact of ratification by the Association of the 2012-2014 MOU and the 2014-2017 MOU shall not be asserted by the City as a defense to litigation brought to challenge Article 8(d) of the 2011-2012 terms and conditions or Article 8(d) of the 2012-2014 and 2014-2017 MOUs by the Association and/or any individual member of the Association, and that said ratification shall not constitute a waiver of the right to litigate the validity of either or both of said Articles, including any otherwise available remedy sought in such litigation. However, the City can and shall assert any and all other affirmative or other defenses available to it to defend against any such litigation.

8(e) PARTICIPATION IN IRS SECTION 414(H)(2)

The City has adopted a resolution implementing IRS Section 414(h)(2). This article shall be operative only as long as the State of California pick up of employee retirement contributions continues to be excludable from gross income of the employee under the provisions of the Internal Revenue Code.

8(f) PEPRA

AB 340 (the California Public Employees’ Pension Reform Act of 2013, (“PEPRA”)) as it may from time to time exist, shall in its entirety be given full

force and effect during and after the term of the 2014-17 MOU. Any provision in this MOU which contradicts any provision of PEPRA, shall be deemed null and void, with the contrary PEPRA provision(s) being given full force and effect. Therefore, no provision of PEPRA shall be deemed to impair any provision of any MOU, Agreement, Rule or Regulation predating.

“New members” as defined by PEPRA on and after January 1, 2013, shall individually pay an initial Member CALPERS contribution rate of 50% of the normal cost rate for the Defined Benefit Plan in which said new member is enrolled, rounded to the nearest quarter of 1%, or the current contribution rate of similarly situated employees, whichever is greater. (Government Code Section 7522.30)

“New members” as defined by PEPRA on and after January 1, 2013, shall be enrolled in the PEPRA required retirement formula (2% @ 62) (Government Code Section 7522.20(a). Final pensionable compensation (as defined for new members in Government Code Section 7522.34) shall be determined by reference to the highest average annual pensionable compensation earned during a period of 36 consecutive months (Government Code Section 7522.32(a)).

9. INSURANCE

9(a) MEDICAL INSURANCE

The employer contribution to provisions of available health benefit plans shall be in the minimum amount mandated by Government Code section 22892 as it may from time to time provide. The difference between said amount as it from time to time exists and the present contribution of \$625.00 a month, shall be provided to unit members by means of an IRS approved cafeteria plan.

9(b) OPT OUT PROVISION

Employee may choose to opt out of the MEDICAL INSURANCE coverage as provided by the City of South Pasadena. If the employee chooses to opt out of the coverage, the employee shall be eligible to receive a monthly allowance of \$300. Cancellation of the coverage becomes effective on the first day of any month after a 45-day written notice is received. Proof of the employee’s medical coverage from another source must accompany the request of cancellation of coverage.

9(c) DENTAL COVERAGE

The City agrees to provide \$75.00 per month for employee and dependent dental coverage. The dental fund shall be paid by adding \$75.00 to the above cafeteria plan.

9(d) VISION CARE

The City agrees to provide up to \$20.00 toward the monthly premiums to a vision care plan, which covers both employees and their dependents. The vision fund shall be paid by adding \$20.00 to the above cafeteria plan.

9(e) LIFE INSURANCE

The City agrees to provide each employee with a \$50,000 life insurance/Accidental Death & Dismemberment policy.

9(f) LONG TERM DISABILITY BENEFITS

1. The City will contribute 100% of the full cost of a Long Term Disability policy (LTD) for every employee represented by the Association. The LTD policy shall have a 30-day or the total amount of accumulated sick leave (whichever is greater) per illness and/or injury elimination clause, which will cover sick leave and will pay two-thirds of monthly salary. The City or insurance carrier may require reasonable proof of disabling illness.
2. Benefits shall be to a maximum of one (1) year on a disability and/or illness. The City Manager may, in the event of extenuating circumstances, extend benefits for up to one additional year. Said LTD policy shall thereafter be kept in force and effect, but the City's contribution shall remain constant at the entry level, subject to change only by mutual consent.
3. Insurance Pay While on LTD - Once an employee has exhausted all other recognized forms of leave and has been placed on long-term disability, the City will continue to make the contributions toward insurance as set forth under Section 9(a) above during the City recognized period of Long Term Disability. In the event that the City Manager grants an extension of benefits, the City will continue to pay all insurance premiums as set forth under Section 9(a) above during the approved extension.
4. Benefits Effective Date - It is agreed that Benefits Effective Date - It is agreed that long term disability insurance benefits shall become effective after thirty (30) calendar days from the date of injury or illness. The City agrees to establish a Dispute Resolution Procedure to resolve any conflicts that may arise between the City and disabled employees. This procedure will most likely be medical arbitration. The Resolution procedure will be provided at no cost to the employee.

9(g) IRS 125 PLAN

The City has implemented an IRS 125 Plan. The plan shall only be utilized to fund health insurance premiums (medical, dental, vision).

10. HOLIDAYS

10(a) RECOGNIZED HOLIDAYS

The City shall grant the following holidays to all employees (including permanent part-time employees):

- 1. January 1New Year's Day
- 2. 3rd Monday in JanuaryMartin Luther King, Jr. Birthday
- 3. 3rd Monday in FebruaryPresident's Day
- 4. Last Monday in MayMemorial Day
- 5. July 4.....Independence Day
- 6. 1st Monday in SeptemberLabor Day
- 7. 2nd Monday in OctoberColumbus Day
- 8. November 11.....Veteran's Day
- 9. 4th Thursday in NovemberThanksgiving Day
- 10. Friday after Thanksgiving.....Substitute for Admission's Day
- 11. December 25Christmas Day

10(b) FALLING ON SCHEDULED SHIFTS OFF

- 1. Holidays Falling on Scheduled Shifts Off - If a holiday falls on a Saturday, the previous Friday shall be deemed the holiday and City Hall will be closed. If a holiday falls on Sunday, the following Monday shall be deemed to be the holiday and City Hall will be closed. When a holiday falls on an employee's Friday off, employees scheduled off that Friday shall have the previous day off.
- 2. Due to the library's seven day per week schedule, if a holiday falls on a Saturday, the library will be closed to the public both Friday and Saturday. When a holiday falls on a Sunday, the library will be closed to the public both Sunday and Monday. In both cases, library staff will work the same number of hours as all other City staff during the week in which the holiday occurs.

10(c) EXCEPTIONS

- 1. Regularly Scheduled Employees: Any employee whose regular schedule requires him/her to work on a holiday shall be given compensatory time-off for such work or paid the straight time daily equivalent to his/her salary at the discretion of the department head.

- 2. Holiday Pay - Any employee required to work a fixed holiday shall receive pay equivalent to double time and one-half for all holiday hours worked.

11. FLOATING HOLIDAYS

11(a) ACCRUAL RATES

Employees working a 9/80 schedule shall receive 27 floating holiday hours per fiscal year. Employees working a 5-day work week shall receive 33 floating holiday hours per fiscal year.

11(b) MAXIMUM ACCUMULATION

Floating holidays are non-compensable and must be used within the fiscal year.

12. VACATION

12(a) ACCRUAL RATES

Employees shall accrue vacation as follows:

YEARS OF SERVICE (COMPLETED)	HOURS PER YEAR
1	88
2.....	96
3.....	104
4.....	112
5.....	120
6-10	128
11-15	136
16-20	152
21-24	160
25.....	200
Each Year Thereafter	Add'l 8 Hrs per Year

12(b) MAXIMUM ACCUMULATION

Employees shall not accumulate more than 2 years' worth of vacation. The two year total is based on the current bi-weekly accrual rate, times 52 payrolls. A freeze on vacation accrual will be implemented when an employee reaches the 2-year maximum limit. In such case, vacation shall not be earned or accrued.

12(c) USE OF VACATION

The City shall allow employees to use vacation time in increments of no less than

one half shift subject to supervisory approval.

12(d) BUY BACK

The City agrees to annually purchase, at the member's option, eight (8) hours of vacation time at base salary. The purchase shall take place with the annual Sick Leave Buy-Back (Section 13).

13. SICK LEAVE

13(a) ACCRUAL RATES

- 1. Employees shall accrue paid sick leave at the rate of 3.69 hours per pay period.
- 2. Employees will not accrue any sick leave while on leave of absence without pay. Employees will continue to accrue sick leave while on paid sick leave.

13(b) MAXIMUM ACCUMULATION

Employees shall be allowed to accumulate unlimited sick leave. At the employee's termination, the accumulated sick leave hours shall have no cash value.

13(c) SICK LEAVE INCENTIVE

At the end of each fiscal year, employees who have accumulated 168 hours of sick leave may convert accumulated sick leave to cash or vacation at the rate of one hundred percent (100%) as follows:

No sick leave usage during the fiscal year60 hours of buy-back, or

No sick leave usage from July 1 to December 31, or
January 1 to June 30.....24 hours of buy-back, or

Up to 3 days sick leave usage during
the fiscal year12 hours of buy-back

For new employees:

No sick leave usage during the first year
of employment24 hours of buy-back

Up to 1-day sick leave usage during the second year
of employment12 hours of buy-back

After the second year of employment, employee is eligible for the regular buy-back incentive.

All buy-backs shall be implemented one time each fiscal year and paid by a separate payroll check between the first and second regular payrolls that end in July. The individual seeking a buy-back shall be employed as of June 30 of any year where a buy back is applicable. Employees' sick leave accumulation balance will be decreased by the corresponding number of hours the employee has received in cash buy-back.

13(d) CONVERSION TO CALPERS SERVICE CREDIT

Upon service retirement, employees may convert unused accumulated sick leave to service credits based on the formula set forth by CalPERS. Unused sick leave for which an employee receives cash, cannot be converted to CalPERS service credits. According to CalPERS, in order to receive sick leave credit, the employee's retirement date must be within 120 days from the date of separation from the City.

13(e) USE OF SICK LEAVE

Though employees may accumulate unlimited sick leave hours, sick leave usage may not be excessive and/or abused. The City does recognize that there may be extraordinary circumstances in which an employee may experience a catastrophic illness or accident that may require a use of excessive amount of sick leave, but the City will not permit sick leave use to exceed 440 hours per fiscal year unless approved by the City Manager at his/her discretion. Accumulated sick leave may be used for the following:

- (1) **Employee's own illness** that may cause the employee to miss work or attend a medical appointment.
- (2) **Employee's family member's illness**
Assembly Bill (AB) 109 allows employees in any calendar year, to use their accrued and available sick leave in an amount up to one half of what an employee accrues annually to attend to the illness of a spouse, parent, or child.

13(f) VERIFICATION OF SICK LEAVE

In addition, the City may require written verification or medical documentation of the reason for the employee's use of sick leave when:

- (1) The employee request approval for the use of four hours or more sick leave for a single doctor's appointment.

- (2) The employee has a history or pattern of misuse or overuse of sick leave. Examples of such misuse or overuse include but are not limited to:
 - Use of sick leave on a Monday, Friday, or in conjunction with Sundays, holidays, floating holidays, flex days, and vacations.
 - Frequent late arrival to or early departure from work for medical or dental appointments.
 - Frequent medical or dental appointments.

13(g) USE OF SICK LEAVE BY PROBATIONARY EMPLOYEE

A probationary employee shall be authorized to utilize up to, but not exceeding, 50% of sick leave earned and accrued during the probationary testing period. Such use shall be subject to all rules and regulations governing the use of sick leave. However, probationary employees shall not be allowed to participate in the above SICK LEAVE INCENTIVE.

14. BEREAVMENT LEAVE

14(a) USAGE

Employees shall receive three (3) days of paid Bereavement Leave each fiscal year.

14(b) USE OF BEREAVEMENT LEAVE

Bereavement Leave shall be used in increments of at least one day and may be used for the following:

Death of a Family Member

Employees may use Bereavement Leave for the preparation and/or attendance of services of a family member. For the purposes of Bereavement Leave, family members shall include: spouse, parents, child, stepchild, , grandparents, grandchildren, brother(s) and/or sister(s). Bereavement Leave may be granted by the City Manager for other family members that the employee has shown close relations. Additional occurrences shall be deducted from the employee's own sick leave.

15. WORKING CONDITIONS

15(a) UNIFORMS

- 1. It is agreed that the City shall provide 5 work shirts, 5 cotton t-shirts and 5 pairs of pants for all Field Service employees. Uniforms will be replaced as deemed necessary by the Public Works Superintendent.

2. The City shall reimburse all Field Service employees up to \$250 for the purchase of steel toe safety boots/shoes each year. In the event the employee's boots/shoes are damaged on the job and deemed unsafe (as opposed to normal wear and tear), the City will replace the boots/shoes for the employee even if the \$250 maximum has been reached.

2(a) Probationary employees shall receive reimbursement for 1 pair of boots up to a maximum of \$250 at the start of employment.

2(b) Permanent employees shall receive reimbursement for up to two pairs of boots up to a maximum of \$250 at the start of the fiscal year.

3. Authorization and reimbursement:

3(a) City-designated vendor: Employee must first receive authorization from the Public Works Superintendent prior to purchase from a city-designated vendor. City may provide a voucher for this purpose.

3(b) Vendor of employee's choice: Employee must provide proof of purchase or receipt to Public Works Superintendent for reimbursement.

15(b) TURN-AROUND TIME / STANDBY TIME

1. When possible, management will attempt to provide all employees with at least eight hours between shifts.

2. In emergency situations, employees whose normal starting time would require them to return to work before eight hours have elapsed shall have the option, subject to management's prior approval, of reporting to work after said eight-hour period has elapsed, while being paid straight time from the time they would normally have reported to work.

3. If management directs the employee or if the employee elects, with prior management approval, to report to work before that eight-hour period has elapsed, then the employee shall be paid double time from the time that they report to work until the time that the eight hour period would have elapsed. The employee will then be paid straight time for the remaining hours of their normal work shift.

4. Employees required to be on stand-by call during off-duty period, including holidays, and weekend periods, shall be compensated as follows:

- a. Employees shall be compensated a daily stipend of \$ 20.00 per day for stand-by time
- b. When the employee must report back to work, employee shall be compensated at the overtime rate (time and one-half) for all hours worked with a minimum of three hours of compensation.
- c. When it is feasible for the employee to respond to an emergency from home, employee shall be compensated at the overtime rate (time and one-half) for all hours worked with a minimum of one hour of compensation.

15(c) PERFORMANCE EVALUATION-BASED MERIT STEP INCREASES

Where a merit step increase is contingent upon provision of an annual (or other) performance evaluation report which justifies a new step increase, and where such report is completed, but not on a timely basis, the merit step increase shall be implemented retroactive to the payroll period where the increase would have been implemented, had the evaluation been done timely.

16. OTHER BENEFITS

16(a) LONGEVITY

1. 2% Every 5 Years: It is agreed that effective July 1, 1994, each employee in the bargaining unit shall receive a two percent (2%) increase in salary for every five (5) years of service and shall continue to receive such increase(s) in salary upon completion of each additional five (5) year interval of service.
2. As of January 1, 1996, the existing Longevity Pay Program will be terminated for all employees hired on or after January 1, 1996. Employees on the City payroll on or before December 31, 1995, will be permitted to accrue time for an additional 4% in Longevity Pay in accordance with the provision of "A" 2% Every 5 Years. Once an employee has earned the additional 4% the Longevity Pay Program shall be permanently frozen.

16(b) BILINGUAL PAY

1. Pay: Employees who can communicate conversationally in Spanish or Chinese on a regular and/or recurring basis shall receive an additional seventy-five dollars (\$75.00) in compensation each month. Prior to receiving such additional compensation, employees will be required to pass a bilingual proficiency test as established and agreed to between the City and the Association.

2. Total Number of Employees: The City Manager's Office may permit up to twelve (12) bilingual (Spanish or Chinese) slots to be filled by department discretion.
3. Sign Language: One additional employee, over and above the Total Number of Employees as defined above, who can communicate conversationally with sign language on a regular or recurring basis, shall be eligible to receive bilingual pay benefit. Prior to receiving such additional compensation, employees will be required to demonstrate proficiency as established by the standards of American Sign Language (ASL) or English Sign Language (ESL).

16(c) EDUCATIONAL REIMBURSEMENT

There shall be no tuition reimbursement.

16(d) INCENTIVE PAY

The City encourages all the water utility operations and wastewater collection/treatment employees to obtain state and federal certifications to deliver quality services to City residents. All employees obtaining higher certifications other than what is the minimum required for their job classifications shall be compensated two and a half (2.5%) percent of their base monthly salary for each additional certification, up to maximum of five (5%) percent of their base salary for more than one additional certification. All the additional water certifications shall be issued by California State Water Resources Control Board (SWRCB), previously administered by California Department of Public Health Services (CDPHS), American Water Works Association (AWWA) or equivalent as approved by the City's Public Works Director prior to the employee obtaining the certification. All the wastewater collection and treatment certifications shall be issued by California State Water Resources Control Board (CSWRCB), California Water Environmental Association (CWEA) or equivalent as approved by the City's Public Works Director prior to the employee obtaining the certification.

17. LAYOFF AND REHIRE PROCEDURES

17(a) LAYOFF PROCEDURES

Layoffs shall occur according to Rule 14.2 of the City's Personnel Rules and Regulations.

17(b) REHIRE PROCEDURES

The names of permanent employees who have been laid off due to reduction in work force shall be placed on an appropriate layoff re-employment list according

to the date of separation and shall be eligible for re-employment. Such re-employment shall comply with the following guidelines:

- The last employee laid off will be the first employee on the list with the other eligible employees following in sequential order thereafter.
- Said list shall be continued for one (1) year after the date of layoff.

18. RATIFICATION AND IMPLEMENTATION

The City and the Association acknowledge that this MOU shall not be in full force and effect until ratified by its membership and adopted in the form of a resolution by the City Council of the City of South Pasadena. Subject to the foregoing, this MOU is hereby executed and authorized by the designated representatives of the City and the Association and entered into on this 5th day of November, 2014.

SIGNATURE PAGE TO FOLLOW

**SOUTH PASADENA PUBLIC SERVICE
EMPLOYEES' ASSOCIATION**

CITY OF SOUTH PASADENA

<u>NC. Magana</u>	10/29/14	<u>Sergio Gonzalez</u>	10-29-14
Victor Magana, President	Date	Sergio Gonzalez, City Manager	Date
<u>Sandi Forrey</u>	10/28/14		
Sandi Forrey, Vice President	Date		
<u>Ralph Royds</u>	10/29/14		
Ralph Royds, Labor Representative	Date		

APPENDIX A

Public Service Employees' Association Full Time Monthly Salary Schedule

	A	B	C	D	E
Senior Planner	\$ 6,050	\$ 6,352	\$ 6,670	\$ 7,004	\$ 7,354
Water Operations Supervisor	\$ 6,050	\$ 6,352	\$ 6,670	\$ 7,004	\$ 7,354
Senior Management Analyst	\$ 5,949	\$ 6,247	\$ 6,559	\$ 6,887	\$ 7,231
Associate Civil Engineer	\$ 5,517	\$ 5,793	\$ 6,082	\$ 6,386	\$ 6,706
Associate Planner	\$ 5,408	\$ 5,678	\$ 5,962	\$ 6,260	\$ 6,573
Public Works Assistant	\$ 5,106	\$ 5,361	\$ 5,629	\$ 5,911	\$ 6,207
Senior Librarian	\$ 5,075	\$ 5,328	\$ 5,595	\$ 5,875	\$ 6,168
Assistant Planner	\$ 4,905	\$ 5,150	\$ 5,408	\$ 5,678	\$ 5,962
Grants Analyst	\$ 4,905	\$ 5,150	\$ 5,408	\$ 5,678	\$ 5,962
Deputy City Clerk	\$ 4,905	\$ 5,150	\$ 5,408	\$ 5,678	\$ 5,962
Management Analyst	\$ 4,905	\$ 5,150	\$ 5,408	\$ 5,678	\$ 5,962
Civil Engineering Assistant	\$ 4,905	\$ 5,150	\$ 5,408	\$ 5,678	\$ 5,962
Water Conservation Analyst	\$ 4,905	\$ 5,150	\$ 5,408	\$ 5,678	\$ 5,962
Administrative Analyst	\$ 4,905	\$ 5,150	\$ 5,408	\$ 5,678	\$ 5,962
Facilities Supervisor	\$ 4,842	\$ 5,084	\$ 5,338	\$ 5,605	\$ 5,886
Parks Supervisor	\$ 4,801	\$ 5,041	\$ 5,293	\$ 5,557	\$ 5,835
Street Supervisor	\$ 4,801	\$ 5,041	\$ 5,293	\$ 5,557	\$ 5,835
Senior Electrician	\$ 4,485	\$ 4,710	\$ 4,945	\$ 5,192	\$ 5,452
Public Works Inspector	\$ 4,485	\$ 4,710	\$ 4,945	\$ 5,192	\$ 5,452
Payroll Coordinator	\$ 4,376	\$ 4,595	\$ 4,824	\$ 5,066	\$ 5,319
Librarian	\$ 4,270	\$ 4,484	\$ 4,708	\$ 4,943	\$ 5,190
Electrician	\$ 4,255	\$ 4,468	\$ 4,692	\$ 4,926	\$ 5,172
Senior Water Production/Treatment Operator	\$ 4,255	\$ 4,468	\$ 4,692	\$ 4,926	\$ 5,172
Building Maintenance Worker	\$ 4,163	\$ 4,371	\$ 4,590	\$ 4,820	\$ 5,060
Film Liaison	\$ 4,098	\$ 4,303	\$ 4,518	\$ 4,744	\$ 4,982
Senior Water Utility Worker	\$ 4,098	\$ 4,303	\$ 4,518	\$ 4,744	\$ 4,982
Management Assistant	\$ 4,087	\$ 4,291	\$ 4,506	\$ 4,731	\$ 4,968
Community Improvement Coordinator	\$ 4,063	\$ 4,266	\$ 4,480	\$ 4,704	\$ 4,939
Administrative Secretary	\$ 3,870	\$ 4,064	\$ 4,267	\$ 4,480	\$ 4,704
Water Production/Treatment Operator	\$ 3,870	\$ 4,064	\$ 4,267	\$ 4,480	\$ 4,704
Community Services Coordinator	\$ 3,773	\$ 3,961	\$ 4,159	\$ 4,367	\$ 4,586
Library Technical Assistant	\$ 3,773	\$ 3,961	\$ 4,159	\$ 4,367	\$ 4,586
Senior Maintenance Worker	\$ 3,681	\$ 3,865	\$ 4,058	\$ 4,261	\$ 4,474
Accounting Technician	\$ 3,681	\$ 3,865	\$ 4,058	\$ 4,261	\$ 4,474
Human Resources Technician	\$ 3,681	\$ 3,865	\$ 4,058	\$ 4,261	\$ 4,474
Senior Account Clerk	\$ 3,419	\$ 3,590	\$ 3,770	\$ 3,958	\$ 4,156
Management Aide	\$ 3,419	\$ 3,590	\$ 3,770	\$ 3,958	\$ 4,156
Water Utility Worker II	\$ 3,391	\$ 3,561	\$ 3,739	\$ 3,926	\$ 4,122
Maintenance Worker II	\$ 3,337	\$ 3,504	\$ 3,679	\$ 3,863	\$ 4,056
Account Clerk	\$ 3,256	\$ 3,419	\$ 3,590	\$ 3,769	\$ 3,958
Program Specialist	\$ 3,256	\$ 3,419	\$ 3,590	\$ 3,769	\$ 3,958
Water Utility Worker I	\$ 3,175	\$ 3,334	\$ 3,501	\$ 3,676	\$ 3,859
Maintenance Worker I	\$ 3,175	\$ 3,334	\$ 3,501	\$ 3,676	\$ 3,859
Library Clerk II	\$ 3,036	\$ 3,188	\$ 3,347	\$ 3,515	\$ 3,691
Transportation Driver	\$ 3,022	\$ 3,173	\$ 3,331	\$ 3,498	\$ 3,673
Library Clerk I	\$ 2,745	\$ 2,882	\$ 3,026	\$ 3,177	\$ 3,336

Effective the first full pay period beginning after July 1, 2014

APPENDIX A

Public Service Employees' Association Full Time Monthly Salary Schedule

	A	B	C	D	E
Senior Planner	\$ 6,171	\$ 6,480	\$ 6,803	\$ 7,144	\$ 7,501
Water Operations Supervisor	\$ 6,171	\$ 6,480	\$ 6,803	\$ 7,144	\$ 7,501
Senior Management Analyst	\$ 6,068	\$ 6,372	\$ 6,690	\$ 7,025	\$ 7,376
Associate Civil Engineer	\$ 5,627	\$ 5,908	\$ 6,204	\$ 6,514	\$ 6,840
Associate Planner	\$ 5,516	\$ 5,792	\$ 6,081	\$ 6,385	\$ 6,704
Public Works Assistant	\$ 5,208	\$ 5,469	\$ 5,742	\$ 6,029	\$ 6,331
Senior Librarian	\$ 5,176	\$ 5,435	\$ 5,707	\$ 5,992	\$ 6,292
Assistant Planner	\$ 5,003	\$ 5,254	\$ 5,516	\$ 5,792	\$ 6,082
Grants Analyst	\$ 5,003	\$ 5,254	\$ 5,516	\$ 5,792	\$ 6,082
Deputy City Clerk	\$ 5,003	\$ 5,254	\$ 5,516	\$ 5,792	\$ 6,082
Management Analyst	\$ 5,003	\$ 5,254	\$ 5,516	\$ 5,792	\$ 6,082
Civil Engineering Assistant	\$ 5,003	\$ 5,254	\$ 5,516	\$ 5,792	\$ 6,082
Water Conservation Analyst	\$ 5,003	\$ 5,254	\$ 5,516	\$ 5,792	\$ 6,082
Administrative Analyst	\$ 5,003	\$ 5,254	\$ 5,516	\$ 5,792	\$ 6,082
Facilities Supervisor	\$ 4,939	\$ 5,186	\$ 5,445	\$ 5,717	\$ 6,003
Parks Supervisor	\$ 4,897	\$ 5,141	\$ 5,398	\$ 5,668	\$ 5,952
Street Supervisor	\$ 4,897	\$ 5,141	\$ 5,398	\$ 5,668	\$ 5,952
Senior Electrician	\$ 4,575	\$ 4,804	\$ 5,044	\$ 5,296	\$ 5,561
Public Works Inspector	\$ 4,575	\$ 4,804	\$ 5,044	\$ 5,296	\$ 5,561
Payroll Coordinator	\$ 4,463	\$ 4,687	\$ 4,921	\$ 5,167	\$ 5,425
Librarian	\$ 4,356	\$ 4,573	\$ 4,802	\$ 5,042	\$ 5,294
Electrician	\$ 4,340	\$ 4,557	\$ 4,785	\$ 5,025	\$ 5,276
Senior Water Production/Treatment Operator	\$ 4,340	\$ 4,557	\$ 4,785	\$ 5,025	\$ 5,276
Building Maintenance Worker	\$ 4,247	\$ 4,459	\$ 4,682	\$ 4,916	\$ 5,162
Film Liaison	\$ 4,180	\$ 4,389	\$ 4,609	\$ 4,839	\$ 5,081
Senior Water Utility Worker	\$ 4,180	\$ 4,389	\$ 4,609	\$ 4,839	\$ 5,081
Management Assistant	\$ 4,169	\$ 4,377	\$ 4,596	\$ 4,826	\$ 5,067
Community Improvement Coordinator	\$ 4,144	\$ 4,352	\$ 4,569	\$ 4,798	\$ 5,038
Administrative Secretary	\$ 3,947	\$ 4,145	\$ 4,352	\$ 4,570	\$ 4,798
Water Production/Treatment Operator	\$ 3,947	\$ 4,145	\$ 4,352	\$ 4,570	\$ 4,798
Community Services Coordinator	\$ 3,848	\$ 4,041	\$ 4,243	\$ 4,455	\$ 4,677
Library Technical Assistant	\$ 3,848	\$ 4,041	\$ 4,243	\$ 4,455	\$ 4,677
Senior Maintenance Worker	\$ 3,755	\$ 3,942	\$ 4,139	\$ 4,346	\$ 4,564
Accounting Technician	\$ 3,755	\$ 3,942	\$ 4,139	\$ 4,346	\$ 4,564
Human Resources Technician	\$ 3,755	\$ 3,942	\$ 4,139	\$ 4,346	\$ 4,564
Senior Account Clerk	\$ 3,488	\$ 3,662	\$ 3,845	\$ 4,037	\$ 4,239
Management Aide	\$ 3,488	\$ 3,662	\$ 3,845	\$ 4,037	\$ 4,239
Water Utility Worker II	\$ 3,459	\$ 3,632	\$ 3,814	\$ 4,005	\$ 4,205
Maintenance Worker II	\$ 3,404	\$ 3,574	\$ 3,752	\$ 3,940	\$ 4,137
Account Clerk	\$ 3,321	\$ 3,487	\$ 3,662	\$ 3,845	\$ 4,037
Program Specialist	\$ 3,321	\$ 3,487	\$ 3,662	\$ 3,845	\$ 4,037
Water Utility Worker I	\$ 3,239	\$ 3,401	\$ 3,571	\$ 3,749	\$ 3,937
Maintenance Worker I	\$ 3,239	\$ 3,401	\$ 3,571	\$ 3,749	\$ 3,937
Library Clerk II	\$ 3,097	\$ 3,252	\$ 3,414	\$ 3,585	\$ 3,764
Transportation Driver	\$ 3,082	\$ 3,236	\$ 3,398	\$ 3,568	\$ 3,746
Library Clerk I	\$ 2,799	\$ 2,939	\$ 3,086	\$ 3,241	\$ 3,403

Effective the first full pay period beginning after July 1, 2015

RESOLUTION NO. 7382

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APPENDIX A
Public Service Employees' Association Full Time Monthly Salary Schedule

	A	B	C	D	E
Senior Planner	\$ 6,356	\$ 6,674	\$ 7,008	\$ 7,358	\$ 7,726
Water Operations Supervisor	\$ 6,356	\$ 6,674	\$ 7,008	\$ 7,358	\$ 7,726
Senior Management Analyst	\$ 6,250	\$ 6,563	\$ 6,891	\$ 7,236	\$ 7,597
Associate Civil Engineer	\$ 5,796	\$ 6,086	\$ 6,390	\$ 6,710	\$ 7,045
Associate Planner	\$ 5,681	\$ 5,965	\$ 6,264	\$ 6,577	\$ 6,906
Public Works Assistant	\$ 5,364	\$ 5,633	\$ 5,914	\$ 6,210	\$ 6,521
Senior Librarian	\$ 5,331	\$ 5,598	\$ 5,878	\$ 6,172	\$ 6,480
Assistant Planner	\$ 5,153	\$ 5,411	\$ 5,682	\$ 5,966	\$ 6,264
Grants Analyst	\$ 5,153	\$ 5,411	\$ 5,682	\$ 5,966	\$ 6,264
Deputy City Clerk	\$ 5,153	\$ 5,411	\$ 5,682	\$ 5,966	\$ 6,264
Management Analyst	\$ 5,153	\$ 5,411	\$ 5,682	\$ 5,966	\$ 6,264
Civil Engineering Assistant	\$ 5,153	\$ 5,411	\$ 5,682	\$ 5,966	\$ 6,264
Water Conservation Analyst	\$ 5,153	\$ 5,411	\$ 5,682	\$ 5,966	\$ 6,264
Administrative Analyst	\$ 5,153	\$ 5,411	\$ 5,682	\$ 5,966	\$ 6,264
Facilities Supervisor	\$ 5,087	\$ 5,341	\$ 5,608	\$ 5,889	\$ 6,183
Parks Supervisor	\$ 5,043	\$ 5,296	\$ 5,560	\$ 5,838	\$ 6,130
Street Supervisor	\$ 5,043	\$ 5,296	\$ 5,560	\$ 5,838	\$ 6,130
Senior Electrician	\$ 4,712	\$ 4,948	\$ 5,195	\$ 5,455	\$ 5,728
Public Works Inspector	\$ 4,712	\$ 4,948	\$ 5,195	\$ 5,455	\$ 5,728
Payroll Coordinator	\$ 4,597	\$ 4,827	\$ 5,068	\$ 5,322	\$ 5,588
Librarian	\$ 4,486	\$ 4,711	\$ 4,946	\$ 5,193	\$ 5,453
Electrician	\$ 4,471	\$ 4,694	\$ 4,929	\$ 5,175	\$ 5,434
Senior Water Production/Treatment Operator	\$ 4,471	\$ 4,694	\$ 4,929	\$ 5,175	\$ 5,434
Building Maintenance Worker	\$ 4,374	\$ 4,593	\$ 4,822	\$ 5,063	\$ 5,317
Film Liaison	\$ 4,306	\$ 4,521	\$ 4,747	\$ 4,984	\$ 5,234
Senior Water Utility Worker	\$ 4,306	\$ 4,521	\$ 4,747	\$ 4,984	\$ 5,234
Management Assistant	\$ 4,294	\$ 4,509	\$ 4,734	\$ 4,971	\$ 5,219
Community Improvement Coordinator	\$ 4,269	\$ 4,482	\$ 4,706	\$ 4,942	\$ 5,189
Administrative Secretary	\$ 4,066	\$ 4,269	\$ 4,483	\$ 4,707	\$ 4,942
Water Production/Treatment Operator	\$ 4,066	\$ 4,269	\$ 4,483	\$ 4,707	\$ 4,942
Community Services Coordinator	\$ 3,964	\$ 4,162	\$ 4,370	\$ 4,588	\$ 4,818
Library Technical Assistant	\$ 3,964	\$ 4,162	\$ 4,370	\$ 4,588	\$ 4,818
Senior Maintenance Worker	\$ 3,867	\$ 4,061	\$ 4,264	\$ 4,477	\$ 4,701
Accounting Technician	\$ 3,867	\$ 4,061	\$ 4,264	\$ 4,477	\$ 4,701
Human Resources Technician	\$ 3,867	\$ 4,061	\$ 4,264	\$ 4,477	\$ 4,701
Senior Account Clerk	\$ 3,592	\$ 3,772	\$ 3,960	\$ 4,158	\$ 4,366
Management Aide	\$ 3,592	\$ 3,772	\$ 3,960	\$ 4,158	\$ 4,366
Water Utility Worker II	\$ 3,563	\$ 3,741	\$ 3,928	\$ 4,125	\$ 4,331
Maintenance Worker II	\$ 3,506	\$ 3,681	\$ 3,865	\$ 4,058	\$ 4,261
Account Clerk	\$ 3,421	\$ 3,592	\$ 3,771	\$ 3,960	\$ 4,158
Program Specialist	\$ 3,421	\$ 3,592	\$ 3,771	\$ 3,960	\$ 4,158
Water Utility Worker I	\$ 3,336	\$ 3,503	\$ 3,678	\$ 3,862	\$ 4,055
Maintenance Worker I	\$ 3,336	\$ 3,503	\$ 3,678	\$ 3,862	\$ 4,055
Library Clerk II	\$ 3,190	\$ 3,349	\$ 3,517	\$ 3,693	\$ 3,877
Transportation Driver	\$ 3,175	\$ 3,333	\$ 3,500	\$ 3,675	\$ 3,859
Library Clerk I	\$ 2,883	\$ 3,028	\$ 3,179	\$ 3,338	\$ 3,505

Effective the first full pay period beginning after July 1, 2016