

RESOLUTION NO. 5538

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAUSALITO
APPROVING THE MEMORANDUM OF UNDERSTANDING BETWEEN
THE CITY OF SAUSALITO AND THE SERVICE EMPLOYEES'
INTERNATIONAL UNION (SEIU), LOCAL 1021**

WHEREAS, representatives of the Service Employees' International Union (SEIU), Local 1021 ("the Association") and the City (the "Parties") have met and conferred in good faith regarding wages, hours and other terms and conditions of employment for the employees in said representation unit; and

WHEREAS, the Parties have freely exchanged information, opinions and proposals and reached agreement on all matters relating to the employment conditions and employer-employee relations of such employees; and

WHEREAS, the Parties have agreed to modest Cost of Living Allowances, along with continuing Salary and Wage Reform, Health Care Reform, Pension Reform and Other (than Pensions) Post Employment Benefits Reform for Fiscal Years Ending 2016, 2017, 2018, and 2019; and

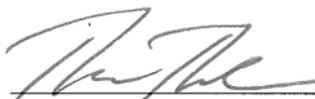
WHEREAS, the Parties have reached an Agreement and desire to enter into a Memorandum of Understanding pursuant to the provisions of Section 3500, *et seq.* of the Government Code of the State of California (the "MOU").

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sausalito, California, as follows:

- (1) The attached Memorandum of Understanding between the City of Sausalito and the Service Employees' International Union (SEIU), Local 1021 pursuant to the provisions of Section 3500, *et seq.* of the Government Code of the State of California (the "MOU") is hereby approved by the City Council of the City of Sausalito.

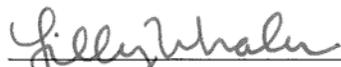
APPROVED AND ADOPTED at a regular meeting of the City Council of the City of Sausalito held on the 1st day of September, 2015 by the following vote:

AYES:	Councilmembers:	Weiner, Withy, Mayor Theodores
NOES:	Councilmembers:	Hoffman, Pfeifer
ABSENT:	Councilmembers:	None
ABSTAIN:	Councilmembers:	None



THOMAS THEODORES
MAYOR OF THE CITY OF SAUSALITO

ATTEST:



LILLY WHALEN
DEPUTY CITY CLERK

MEMORANDUM OF UNDERSTANDING

between

SERVICE EMPLOYEES' INTERNATIONAL UNION Local 1021

and The City of Sausalito

July 1, 2015 through June 30, 2019

MEMORANDUM OF UNDERSTANDING

SERVICE EMPLOYEES' INTERNATIONAL UNION, Local 1021

July 1, 2015 through June 30, 2019

TABLE OF CONTENTS

Section 1. Recognition 6

 1.1 Union Recognition 6

 1.2 Dues Deduction..... 6

 1.3 COPE Contributions..... 7

 1.4 Maintenance of Membership 7

 1.5 City Recognition 7

Section 2. No Discrimination 7

Section 3. Probationary Status 8

 3.1 Classification of Employees..... 8

 3.2 Probationary Period..... 8

Section 4. Disciplinary Action 8

 4.1 Discipline..... 8

 4.2 Appeal Procedure 8

 4.3 Other Disciplinary Action 9

Section 5. Salaries..... 9

 5.1 Pay Periods..... 9

 5.2 Definition of Year 9

 5.3 Salary Schedules..... 9

 5.3 (a) Salaries effective July 1, 2015:..... 10

 5.3 (b) Salaries effective July 1, 2016:..... 15

 5.3 (c) Salaries effective July 1, 2017:..... 21

 5.3 (d) Salaries effective July 1, 2018:..... 21

SEIU Local 1021

July 1, 2015 through June 30, 2019

5.3 (e) Salaries effective July 1, 2019:.....	21
5.4 Promotions.....	38
5.5 Y Rate	32
Section 6. Hours of Work.....	33
6.1 Normal Schedule.....	33
6.2 Normal Workday.....	33
6.3 Overtime	33
6.4 Compensatory Time Off.....	33
6.5 Call Back	33
6.6 Work Hours	33
6.7 Meal Allowance.....	33
Section 7. Holidays	40
7.1 "5-40" and 37 ½ hour schedules.....	40
7.2 "4-10" schedule.....	34
7.3 "9-80" schedule.....	35
7.4 Holidays on Saturday or Sunday	36
7.5 Holiday Compensation.....	36
7.6 Floating Holiday Use and Accrual.....	36
Section 8. Sick Leave.....	37
Section 9. Non-Paid Status	37
Section 10. Vacations	38
Section 11. Miscellaneous Leaves.....	39
11.1 Jury Service, Witness or Attendance in Court	39
11.2 Personal Necessity Leave.....	39
11.3 Family Leave	40

SEIU Local 1021

July 1, 2015 through June 30, 2019

11.4	Bereavement Leave	40
11.5	Catastrophic Leave	40
Section 12.	Reduction in Force and Re-Employment	40
12.1	Layoff Procedure	40
12.2	Notice of Layoff	41
12.3	Re-employment	41
Section 13.	Grievance Procedure.....	42
13.1	Definition	42
13.2	Procedure	42
13.3	Extension of Time Limits.....	42
13.4	Compensation Complaints.....	43
Section 14.	Health and Welfare Benefits.....	43
Section 15.	Retirement Benefits	46
15.3	Retiree Sick Leave Conversion	48
15.4	457 Deferred Compensation Plan.....	48
Section 16.	Reclassifications	48
Section 17.	Educational Reimbursement.....	48
Section 18.	Clothing, Uniform and Boot Allowances	49
18.1	Clothing and Uniform Allowance.....	49
18.2	Boot Allowance.....	49
Section 19.	Commuter Check Program.....	50
Section 20.	Miscellaneous Provisions	50
20.1	Job Announcements	50
20.2	Part-time Pro-ration	50
20.3	Class B Driver's License	50
20.4	DOT Drug Testing.....	50

SEIU Local 1021

July 1, 2015 through June 30, 2019

20.5	Employee Eyeglasses	50
20.6	Labor / Management Meetings Outside Negotiations Process.....	50
20.7	Performance Evaluations.....	51
Section 21.	Affordable Housing	51
Section 22.	Separability of Provisions.....	51
Section 23.	Severability-Pension Reform.....	51
Section 24.	Severability-Health Care Reform.....	51
Section 27.	Scope of Memorandum of Understanding	51
Section 28.	Duration.....	52
Section 29.	Signature Page.....	53

MEMORANDUM OF UNDERSTANDING BETWEEN CITY OF SAUSALITO

and

SEIU, LOCAL 1021

GENERAL AND MID-MANAGEMENT UNIT

July 1, 2015 through June 30, 2019

This Memorandum of Understanding is entered into pursuant to the provisions of Section 3500, et. seq. of the Government Code of the State of California.

The parties have met and conferred in good faith regarding wages, hours and other terms and conditions of employment for the employees in said representation unit, and have freely exchanged information, opinions and proposals and have endeavored to reach agreement on all matters relating to the employment conditions and employer-employee relations of such employees.

This Memorandum of Understanding shall be presented to the Sausalito City Council as the joint recommendation of the undersigned parties for salary and employee benefit adjustments for the period commencing July 1, 2015 through June 30, 2019.

SECTION 1. RECOGNITION

1.1 UNION RECOGNITION

The SEIU, Local 1021, hereinafter referred to as the "Union," is recognized as the majority employee organization for the General Employees Bargaining Unit comprised of employees as defined in Section 3.1 and employees assigned to those classifications listed in Section 5.3. Newly hired employees in the specified classifications shall be notified that the Union is the recognized bargaining representative for employees in that classification. The Union shall be notified by the City of the name and classification of all newly hired employees and terminating employees. Upon the request of the Union, the City shall forward to the Union a listing of employees in those classifications represented by the Union.

The Union may, by written notice to the City, designate certain of its members as Employee Representatives. Such Representatives shall be permitted reasonable time during working hours for Union business within the scope of representation including the right to assist members to process informal grievances. The Representative shall secure permission from his/her supervisor before leaving a work assignment. Such permission shall not be unreasonably withheld.

1.2 DUES DEDUCTION

Dues deduction shall be provided in accordance with Sections 3508.5 and 3502.5 of the California Government Code. Under the authority of Section 3502.5 the City and the Union hereby establish an "agency shop," and therefore, employees are required to do one of the following:

1. Sign up as a member of the Union, or;

SEIU Local 1021

July 1, 2015 through June 30, 2019

2. Sign up as a fee payer.

The dues deduction shall be for a specified amount and uniform between members of the Union. The fair share fee shall be for a specified amount and uniform between fee payers. An employee who is a member of a bona fide religion, body or sect which has historically held conscientious objections to joining or financially supporting public employee organizations shall not be required to join or financially support the Union as a condition of employment but must make the in lieu payments in accordance with the provisions of Government Code Section 3502.5. The Union shall indemnify, defend, and hold the City harmless against any claims made and against any suit instituted against the City on account of dues or fees deduction. The Union shall refund to the City any amounts paid to it in error upon presentation of supporting evidence.

Both parties will comply with Section 3502.5 of the Government Code. The Union will provide to the City and any employee who requests an annual financial statement accounting for Union expenditures per law and list current dues calculations. The "agency shop" agreement will not apply to managers, confidential employees or supervisors. The City will provide to new employees filling represented positions an agreed upon notice summarizing these provisions and instructing the employee to decide upon being a member or fee payer in the first (thirty) 30 days of employment.

1.3 COPE CONTRIBUTIONS

The City will cooperate with the Union to allow Union Committee on Political Education (COPE) contributions to be made through payroll deduction.

1.4 MAINTENANCE OF MEMBERSHIP

All employees who are members or become members of the Union and who are tendering periodic dues through dues deductions shall continue paying dues as Union members unless and until they resign their Union membership. Once annually, the City will provide a one (1) month period in October when Union members who have expressed a desire to become fee payers may complete a fee payer card, thereby resigning their membership from the Union. The Union will advise the City of this obligation one-month in advance.

1.5 CITY RECOGNITION

The City Manager, or any management representative duly authorized by the City Manager, is the representative of the City of Sausalito, hereinafter referred to as the "City," in employer-employee relations.

SECTION 2. NO DISCRIMINATION

There shall be no discrimination by the Union or City or by anyone employed by the City because of race, creed, color, national origin, ancestry sex, sexual orientation, marital status, political affiliation or legitimate Union activities against any employee or applicant for employment; and to the extent prohibited by applicable State and federal law, there shall be no discrimination because of age, physical or mental disability or medical condition.

SECTION 3. PROBATIONARY STATUS

3.1 CLASSIFICATION OF EMPLOYEES

A probationary or permanent full-time employee is defined as an employee in an authorized position who is required to be brought into membership in the State Public Employees Retirement System. Probationary or permanent full-time employees shall be compensated at the monthly rates described in sections of this Memorandum of Understanding and such employees are entitled to all employee benefits, in accordance with the various provisions of this Memorandum of Understanding. "Authorized Position" means a position listed in Section 5 "Salaries" that has received funding in the City's annual budget.

Employees assigned by the department head or City Manager to work out of class shall be paid an additional 5% (five percent) of their regular rate of pay. No employee shall be assigned to work out of class for longer than one (1) year unless special circumstances exist that requires such a lengthy assignment. In the event that an employee is assigned to work out of class for more than one (1) year, the employee shall be paid an additional 10% (ten percent) of their regular rate of pay.

3.2 PROBATIONARY PERIOD

All appointments to positions shall be tentative and subject to a probationary period. The probationary period for original appointments shall be for a period of twelve (12) months and the period for promotional appointments shall be six (6) months.

During the original probationary period an employee may be terminated at any time without the right of appeal in any manner except as mandated by state or federal law. Notification of termination in writing shall be served on the probationer.

An employee who has previously completed the requisite probationary period and who is rejected during a subsequent probationary period for a promotional appointment shall be reinstated to the former position from which the employee was appointed unless the employee is discharged for cause or unless the former position has been eliminated by the City.

SECTION 4. DISCIPLINARY ACTION

4.1 DISCIPLINE

A permanent employee may be dismissed, suspended, demoted, or reduced in pay only for cause by the employee's department head. Written notice of the proposed disciplinary action shall be given to the employee and shall include a statement of the reasons for the proposed action.

4.2 APPEAL PROCEDURE

Step 1. Within ten (10) calendar days after submission of the notice of the dismissal, suspension, demotion or reduction in pay the employee may submit a written reply and/or request for hearing to the City Manager in response to the charges made against him or her. The City Manager shall investigate the issues involved and, within ten (10) working days of receipt of the written request from the employee, schedule a meeting with the employee and the Union representative. At this meeting, the City Manager shall attempt to reach a satisfactory

resolution of the appeal. The City Manager shall have ten (10) working days following this meeting in which to reply in writing.

Step 2. If the employee and Union are not satisfied with the City Manager's response in Step 1, the Union may, within ten (10) calendar days of the City Manager's reply, request review by a disinterested third party selected from a list of ten (10) candidates provided by the State Mediation and Conciliation Service. If the parties cannot mutually agree on the party to be selected, it shall be determined by lot which party may first strike a name from the list. The parties shall alternately strike one (1) name and the last name remaining shall be selected. Each side will bear its own costs for said mediation, and the actual cost for the service will be shared equally between the City and the Union. The report of the disinterested third party shall be advisory only and shall not be binding.

Step 3. The report of the disinterested third party shall be submitted to the Union and to the City Manager. The City Manager shall consider the report of the disinterested third party and, within ten (10) working days, notify the Union in writing whether or not his or her previous position has been modified.

Step 4. If the employee and the Union are not satisfied with the City Manager's position in response to the report of the disinterested third party, the Union may, within ten (10) calendar days submit a written request for a hearing before the City Council. Upon such a request, the City Council shall schedule a hearing within thirty (30) calendar days. The decision of the City Council shall be final.

4.3 OTHER DISCIPLINARY ACTION

When the department head imposes discipline, other than what is specified in Section 4.1, the employee may submit, within ten (10) calendar days of the discipline, a written request for an administrative appeal to the City Manager. The City Manager shall review the discipline and pertinent information and then shall render a decision within 10 working days of receipt of the request for an administrative appeal. The City Manager's decision shall be final.

SECTION 5. SALARIES

5.1 PAY PERIODS

Salaries are paid on a bi-weekly basis. Each pay period shall begin at 12:01 a.m. Sunday and continue up to and including 12:00 midnight Saturday two weeks following. Each payment shall be made not later than the Friday following the ending of each payroll period and shall include payment for all earnings during that payroll period. There are twenty-six (26) pay periods per year.

5.2 DEFINITION OF YEAR

For purposes of calculating pay and benefits, the end of the year shall be defined as the last day of the last full pay period of the fiscal year.

5.3 SALARY SCHEDULES

Effective July 1, 2012, the City implemented a seven (7) step compensation system for each job classification by adding two lower steps to the current five (5) step classification system.

SEIU Local 1021

July 1, 2015 through June 30, 2019

5.3 (A) SALARIES EFFECTIVE JULY 1, 2015:

Effective July 1, 2015, SEIU bargaining unit employees' monthly compensation shall be increased by 2.75%. The following tables delineate the monthly compensation in the job classification represented by the SEIU bargaining unit to be as follows:

<u>SEIU Classification</u>	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Library Assistant II							
Annual	42,058	44,161	46,369	48,688	51,122	53,678	56,362
Monthly	3,505	3,680	3,864	4,057	4,260	4,473	4,697
Biweekly	1,618	1,699	1,783	1,873	1,966	2,065	2,168
Hourly	21.57	22.65	23.78	24.97	26.22	27.53	28.90
Senior Library Assistant							
Annual	49,536	52,012	54,613	57,344	60,211	63,221	66,382
Monthly	4,128	4,334	4,551	4,779	5,018	5,268	5,532
Biweekly	1,905	2,000	2,101	2,206	2,316	2,432	2,553
Hourly	25.40	26.67	28.01	29.41	30.88	32.42	34.04
Librarian I							
Annual	53,452	56,125	58,931	61,878	64,972	68,220	71,631
Monthly	4,454	4,677	4,911	5,156	5,414	5,685	5,969
Biweekly	2,056	2,159	2,267	2,380	2,499	2,624	2,755
Hourly	27.41	28.78	30.22	31.73	33.32	34.98	36.73
Librarian II							
Annual	60,172	63,181	66,340	69,657	73,139	76,796	80,636
Monthly	5,014	5,265	5,528	5,805	6,095	6,400	6,720
Biweekly	2,314	2,430	2,552	2,679	2,813	2,954	3,101
Hourly	30.86	32.40	34.02	35.72	37.51	39.38	41.35

SEIU Local 1021

July 1, 2015 through June 30, 2019

Custodian							
Annual	40,232	42,244	44,356	46,574	48,903	51,348	53,915
Monthly	3,353	3,520	3,696	3,881	4,075	4,279	4,493
Biweekly	1,547	1,625	1,706	1,791	1,881	1,975	2,074
Hourly	19.34	20.31	21.33	22.39	23.51	24.69	25.92
Lead Custodian							
Annual	42,249	44,361	46,579	48,908	51,353	53,921	56,617
Monthly	3,521	3,697	3,882	4,076	4,279	4,493	4,718
Biweekly	1,625	1,706	1,791	1,881	1,975	2,074	2,178
Hourly	20.31	21.33	22.39	23.51	24.69	25.92	27.22
Landscape Worker I							
Annual	46,592	48,921	51,367	53,936	56,633	59,464	62,437
Monthly	3,883	4,077	4,281	4,495	4,719	4,955	5,203
Biweekly	1,792	1,882	1,976	2,074	2,178	2,287	2,401
Hourly	22.40	23.52	24.70	25.93	27.23	28.59	30.02
Maintenance Worker I							
Annual	46,592	48,921	51,367	53,936	56,633	59,464	62,437
Monthly	3,883	4,077	4,281	4,495	4,719	4,955	5,203
Biweekly	1,792	1,882	1,976	2,074	2,178	2,287	2,401
Hourly	22.40	23.52	24.70	25.93	27.23	28.59	30.02
Landscape Worker II							
Annual	50,937	53,483	56,158	58,965	61,914	65,009	68,260
Monthly	4,245	4,457	4,680	4,914	5,159	5,417	5,688
Biweekly	1,959	2,057	2,160	2,268	2,381	2,500	2,625
Hourly	24.49	25.71	27.00	28.35	29.77	31.25	32.82

SEIU Local 1021

July 1, 2015 through June 30, 2019

Landscape Worker III							
Annual	55,674	58,457	61,380	64,449	67,672	71,055	74,608
Monthly	4,639	4,871	5,115	5,371	5,639	5,921	6,217
Biweekly	2,141	2,248	2,361	2,479	2,603	2,733	2,870
Hourly	26.77	28.10	29.51	30.99	32.53	34.16	35.87
Maintenance Worker II							
Annual	50,937	53,483	56,158	58,965	61,914	65,009	68,260
Monthly	4,245	4,457	4,680	4,914	5,159	5,417	5,688
Biweekly	1,959	2,057	2,160	2,268	2,381	2,500	2,625
Hourly	24.49	25.71	27.00	28.35	29.77	31.25	32.82
Maintenance Worker III							
Annual	55,674	58,457	61,380	64,449	67,672	71,055	74,608
Monthly	4,639	4,871	5,115	5,371	5,639	5,921	6,217
Biweekly	2,141	2,248	2,361	2,479	2,603	2,733	2,870
Hourly	26.77	28.10	29.51	30.99	32.53	34.16	35.87
Sewer Maintenance Worker I							
Annual	47,058	49,411	51,882	54,475	57,199	60,059	63,062
Monthly	3,922	4,118	4,323	4,540	4,767	5,005	5,255
Biweekly	1,810	1,900	1,995	2,095	2,200	2,310	2,425
Hourly	22.62	23.76	24.94	26.19	27.50	28.87	30.32
Sewer Maintenance Worker II							
Annual	51,446	54,018	56,719	59,555	62,533	65,659	68,942
Monthly	4,287	4,501	4,727	4,963	5,211	5,472	5,745
Biweekly	1,979	2,078	2,181	2,291	2,405	2,525	2,652
Hourly	24.73	25.97	27.27	28.63	30.06	31.57	33.15

SEIU Local 1021

July 1, 2015 through June 30, 2019

Sewer Maintenance Worker III							
Annual	56,242	59,055	62,007	65,108	68,363	71,782	75,371
Monthly	4,687	4,921	5,167	5,426	5,697	5,982	6,281
Biweekly	2,163	2,271	2,385	2,504	2,629	2,761	2,899
Hourly	27.04	28.39	29.81	31.30	32.87	34.51	36.24
Sewer Systems Coordinator							
Annual	70,693	74,228	77,939	81,833	85,924	90,214	94,718
Monthly	5,891	6,186	6,495	6,819	7,160	7,518	7,893
Biweekly	2,719	2,855	2,998	3,147	3,305	3,470	3,643
Hourly	33.99	35.69	37.47	39.34	41.31	43.37	45.54
Fleet Maintenance Coordinator							
Annual	58,565	61,494	64,568	67,797	71,187	74,746	78,483
Monthly	4,880	5,124	5,381	5,650	5,932	6,229	6,540
Biweekly	2,253	2,365	2,483	2,608	2,738	2,875	3,019
Hourly	28.16	29.56	31.04	32.59	34.22	35.94	37.73
Public Works Supervisor							
Annual	84,374	88,593	93,023	97,674	102,558	107,686	113,070
Monthly	7,031	7,383	7,752	8,140	8,546	8,974	9,422
Biweekly	3,245	3,407	3,578	3,757	3,945	4,142	4,349
Hourly	40.56	42.59	44.72	46.96	49.31	51.77	54.36
Assistant Engineer							
Annual	70,836	74,378	78,097	82,001	86,102	90,407	94,927
Monthly	5,903	6,198	6,508	6,833	7,175	7,534	7,911
Biweekly	2,724	2,861	3,004	3,154	3,312	3,477	3,651
Hourly	34.06	35.76	37.55	39.42	41.39	43.46	45.64

SEIU Local 1021

July 1, 2015 through June 30, 2019

Civil Engineer I							
Annual	74,564	78,292	82,207	86,317	90,633	95,165	99,923
Monthly	6,214	6,524	6,851	7,193	7,553	7,930	8,327
Biweekly	2,868	3,011	3,162	3,320	3,486	3,660	3,843
Hourly	35.85	37.64	39.52	41.50	43.57	45.75	48.04
Civil Engineer II							
Annual	78,489	82,413	86,534	90,860	95,403	100,174	105,182
Monthly	6,541	6,868	7,211	7,572	7,950	8,348	8,765
Biweekly	3,019	3,170	3,328	3,495	3,669	3,853	4,045
Hourly	37.73	39.62	41.60	43.68	45.87	48.16	50.57
Administrative Aide I							
Annual	49,168	51,626	54,207	56,918	59,764	62,752	65,889
Monthly	4,097	4,302	4,517	4,743	4,980	5,229	5,491
Biweekly	1,891	1,986	2,085	2,189	2,299	2,414	2,534
Hourly	23.64	24.82	26.06	27.36	28.73	30.17	31.68
Permit Technician							
Annual	54,877	57,621	60,502	63,527	66,704	70,039	73,541
Monthly	4,573	4,802	5,042	5,294	5,559	5,837	6,128
Biweekly	2,111	2,216	2,327	2,443	2,566	2,694	2,828
Hourly	26.38	27.70	29.09	30.54	32.07	33.67	35.36
Building Inspector							
Annual	80,331	84,347	88,565	92,993	97,643	102,525	107,651
Monthly	6,694	7,029	7,380	7,749	8,137	8,544	8,971
Biweekly	3,090	3,244	3,406	3,577	3,755	3,943	4,140
Hourly	38.62	40.55	42.58	44.71	46.94	49.29	51.76

SEIU Local 1021

July 1, 2015 through June 30, 2019

Assistant Planner							
Annual	62,599	65,729	69,015	72,466	76,089	79,894	83,888
Monthly	5,217	5,477	5,751	6,039	6,341	6,658	6,991
Biweekly	2,408	2,528	2,654	2,787	2,927	3,073	3,226
Hourly	30.10	31.60	33.18	34.84	36.58	38.41	40.33
Associate Planner							
Annual	71,540	75,117	78,873	82,821	86,965	91,306	95,860
Monthly	5,962	6,260	6,573	6,902	7,247	7,609	7,988
Biweekly	2,752	2,889	3,034	3,185	3,345	3,512	3,687
Hourly	34.39	36.11	37.92	39.82	41.81	43.90	46.09
Recreation Supervisor							
Annual	58,071	60,975	64,023	67,224	70,586	74,115	77,821
Monthly	4,839	5,081	5,335	5,602	5,882	6,176	6,485
Biweekly	2,233	2,345	2,462	2,586	2,715	2,851	2,993
Hourly	27.92	29.31	30.78	32.32	33.94	35.63	37.41

5.3 (B) SALARIES EFFECTIVE JULY 1, 2016:

Effective July 1, 2016, SEIU bargaining unit employees' monthly compensation shall be increased by 2.75%. The following tables delineate the monthly compensation in the job classification represented by the SEIU bargaining unit to be as follows:

<u>SEIU Classification</u>	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Library Assistant II							
Annual	43,215	45,376	47,645	50,027	52,528	55,154	57,912
Monthly	3,601	3,781	3,970	4,169	4,377	4,596	4,826
Biweekly	1,662	1,745	1,832	1,924	2,020	2,121	2,227
Hourly	22.16	23.27	24.43	25.65	26.94	28.28	29.70

SEIU Local 1021

July 1, 2015 through June 30, 2019

Senior Library Assistant							
Annual	50,898	53,443	56,115	58,921	61,867	64,960	68,208
Monthly	4,241	4,454	4,676	4,910	5,156	5,413	5,684
Biweekly	1,958	2,055	2,158	2,266	2,379	2,498	2,623
Hourly	26.10	27.41	28.78	30.22	31.73	33.31	34.98
Librarian I							
Annual	54,922	57,668	60,552	63,579	66,758	70,096	73,601
Monthly	4,577	4,806	5,046	5,298	5,563	5,841	6,133
Biweekly	2,112	2,218	2,329	2,445	2,568	2,696	2,831
Hourly	28.17	29.57	31.05	32.60	34.24	35.95	37.74
Librarian II							
Annual	61,827	64,918	68,164	71,572	75,151	78,908	82,854
Monthly	5,152	5,410	5,680	5,964	6,263	6,576	6,904
Biweekly	2,378	2,497	2,622	2,753	2,890	3,035	3,187
Hourly	31.71	33.29	34.96	36.70	38.54	40.47	42.49
Custodian							
Annual	41,339	43,406	45,576	47,855	50,248	52,760	55,398
Monthly	3,445	3,617	3,798	3,988	4,187	4,397	4,617
Biweekly	1,590	1,669	1,753	1,841	1,933	2,029	2,131
Hourly	19.87	20.87	21.91	23.01	24.16	25.37	26.63
Lead Custodian							
Annual	43,410	45,581	47,860	50,253	52,766	55,404	58,174
Monthly	3,618	3,798	3,988	4,188	4,397	4,617	4,848
Biweekly	1,670	1,753	1,841	1,933	2,029	2,131	2,237
Hourly	20.87	21.91	23.01	24.16	25.37	26.64	27.97

SEIU Local 1021

July 1, 2015 through June 30, 2019

Landscape Worker I							
Annual	47,873	50,267	52,780	55,419	58,190	61,100	64,154
Monthly	3,989	4,189	4,398	4,618	4,849	5,092	5,346
Biweekly	1,841	1,933	2,030	2,132	2,238	2,350	2,467
Hourly	23.02	24.17	25.38	26.64	27.98	29.37	30.84
Maintenance Worker I							
Annual	47,873	50,267	52,780	55,419	58,190	61,100	64,154
Monthly	3,989	4,189	4,398	4,618	4,849	5,092	5,346
Biweekly	1,841	1,933	2,030	2,132	2,238	2,350	2,467
Hourly	23.02	24.17	25.38	26.64	27.98	29.37	30.84
Landscape Worker II							
Annual	52,337	54,954	57,702	60,587	63,616	66,797	70,137
Monthly	4,361	4,580	4,808	5,049	5,301	5,566	5,845
Biweekly	2,013	2,114	2,219	2,330	2,447	2,569	2,698
Hourly	25.16	26.42	27.74	29.13	30.58	32.11	33.72
Landscape Worker III							
Annual	57,205	60,065	63,068	66,222	69,533	73,009	76,660
Monthly	4,767	5,005	5,256	5,518	5,794	6,084	6,388
Biweekly	2,200	2,310	2,426	2,547	2,674	2,808	2,948
Hourly	27.50	28.88	30.32	31.84	33.43	35.10	36.86
Maintenance Worker II							
Annual	52,337	54,954	57,702	60,587	63,616	66,797	70,137
Monthly	4,361	4,580	4,808	5,049	5,301	5,566	5,845
Biweekly	2,013	2,114	2,219	2,330	2,447	2,569	2,698
Hourly	25.16	26.42	27.74	29.13	30.58	32.11	33.72

SEIU Local 1021

July 1, 2015 through June 30, 2019

Maintenance Worker III							
Annual	57,205	60,065	63,068	66,222	69,533	73,009	76,660
Monthly	4,767	5,005	5,256	5,518	5,794	6,084	6,388
Biweekly	2,200	2,310	2,426	2,547	2,674	2,808	2,948
Hourly	27.50	28.88	30.32	31.84	33.43	35.10	36.86
Sewer Maintenance Worker I							
Annual	48,352	50,770	53,309	55,973	58,772	61,711	64,796
Monthly	4,029	4,231	4,442	4,664	4,898	5,143	5,400
Biweekly	1,860	1,953	2,050	2,153	2,260	2,374	2,492
Hourly	23.25	24.41	25.63	26.91	28.26	29.67	31.15
Sewer Maintenance Worker II							
Annual	52,860	55,503	58,279	61,193	64,253	67,464	70,838
Monthly	4,405	4,625	4,857	5,099	5,354	5,622	5,903
Biweekly	2,033	2,135	2,241	2,354	2,471	2,595	2,725
Hourly	25.41	26.68	28.02	29.42	30.89	32.43	34.06
Sewer Maintenance Worker III							
Annual	57,789	60,679	63,712	66,899	70,243	73,756	77,443
Monthly	4,816	5,057	5,309	5,575	5,854	6,146	6,454
Biweekly	2,223	2,334	2,450	2,573	2,702	2,837	2,979
Hourly	27.78	29.17	30.63	32.16	33.77	35.46	37.23
Sewer Systems Coordinator							
Annual	72,637	76,269	80,082	84,083	88,287	92,695	97,323
Monthly	6,053	6,356	6,674	7,007	7,357	7,725	8,110
Biweekly	2,794	2,933	3,080	3,234	3,396	3,565	3,743
Hourly	34.92	36.67	38.50	40.42	42.45	44.56	46.79

SEIU Local 1021

July 1, 2015 through June 30, 2019

Fleet Maintenance Coordinator							
Annual	60,176	63,185	66,344	69,661	73,144	76,801	80,641
Monthly	5,015	5,265	5,529	5,805	6,095	6,400	6,720
Biweekly	2,314	2,430	2,552	2,679	2,813	2,954	3,102
Hourly	28.93	30.38	31.90	33.49	35.17	36.92	38.77
Public Works Supervisor							
Annual	86,695	91,029	95,581	100,360	105,378	110,648	116,179
Monthly	7,225	7,586	7,965	8,363	8,781	9,221	9,682
Biweekly	3,334	3,501	3,676	3,860	4,053	4,256	4,468
Hourly	41.68	43.76	45.95	48.25	50.66	53.20	55.86
Assistant Engineer							
Annual	72,784	76,423	80,244	84,257	88,469	92,893	97,537
Monthly	6,065	6,369	6,687	7,021	7,372	7,741	8,128
Biweekly	2,799	2,939	3,086	3,241	3,403	3,573	3,751
Hourly	34.99	36.74	38.58	40.51	42.53	44.66	46.89
Civil Engineer I							
Annual	76,615	80,445	84,468	88,691	93,126	97,782	102,671
Monthly	6,385	6,704	7,039	7,391	7,760	8,148	8,556
Biweekly	2,947	3,094	3,249	3,411	3,582	3,761	3,949
Hourly	36.83	38.68	40.61	42.64	44.77	47.01	49.36
Civil Engineer II							
Annual	80,647	84,679	88,913	93,359	98,027	102,928	108,075
Monthly	6,721	7,057	7,409	7,780	8,169	8,577	9,006
Biweekly	3,102	3,257	3,420	3,591	3,770	3,959	4,157
Hourly	38.77	40.71	42.75	44.88	47.13	49.48	51.96

SEIU Local 1021

July 1, 2015 through June 30, 2019

Administrative Aide I							
Annual	50,520	53,046	55,698	58,483	61,407	64,477	67,701
Monthly	4,210	4,420	4,641	4,874	5,117	5,373	5,642
Biweekly	1,943	2,040	2,142	2,249	2,362	2,480	2,604
Hourly	24.29	25.50	26.78	28.12	29.52	31.00	32.55
Permit Technician							
Annual	56,386	59,206	62,166	65,274	68,538	71,965	75,563
Monthly	4,699	4,934	5,181	5,440	5,712	5,997	6,297
Biweekly	2,169	2,277	2,391	2,511	2,636	2,768	2,906
Hourly	27.11	28.46	29.89	31.38	32.95	34.60	36.33
Building Inspector							
Annual	82,540	86,667	91,000	95,550	100,328	105,344	110,611
Monthly	6,878	7,222	7,583	7,963	8,361	8,779	9,218
Biweekly	3,175	3,333	3,500	3,675	3,859	4,052	4,254
Hourly	39.68	41.67	43.75	45.94	48.23	50.65	53.18
Assistant Planner							
Annual	64,320	67,536	70,913	74,459	78,182	82,091	86,195
Monthly	5,360	5,628	5,909	6,205	6,515	6,841	7,183
Biweekly	2,474	2,598	2,727	2,864	3,007	3,157	3,315
Hourly	30.92	32.47	34.09	35.80	37.59	39.47	41.44
Associate Planner							
Annual	73,507	77,183	81,042	85,098	89,356	93,817	98,496
Monthly	6,126	6,432	6,753	7,092	7,446	7,818	8,208
Biweekly	2,827	2,969	3,117	3,273	3,437	3,608	3,788
Hourly	35.34	37.11	38.96	40.91	42.96	45.10	47.35

SEIU Local 1021

July 1, 2015 through June 30, 2019

Recreation Supervisor							
Annual	59,668	62,651	65,784	69,073	72,527	76,153	79,961
Monthly	4,972	5,221	5,482	5,756	6,044	6,346	6,663
Biweekly	2,295	2,410	2,530	2,657	2,790	2,929	3,075
Hourly	28.69	30.12	31.63	33.21	34.87	36.61	38.44

5.3 (c) SALARIES EFFECTIVE JULY 1, 2017:

Effective July 1, 2017, SEIU bargaining unit employees' monthly compensation shall be increased by 2.75%. The following tables delineate the monthly compensation in the job classification represented by the SEIU bargaining unit to be as follows:

SEIU Classification	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Library Assistant II							
Annual	44,403	46,624	48,955	51,402	53,973	56,671	59,505
Monthly	3,700	3,885	4,080	4,284	4,498	4,723	4,959
Biweekly	1,708	1,793	1,883	1,977	2,076	2,180	2,289
Hourly	22.77	23.91	25.10	26.36	27.68	29.06	30.52
Senior Library Assistant							
Annual	52,298	54,912	57,658	60,541	63,568	66,746	70,084
Monthly	4,358	4,576	4,805	5,045	5,297	5,562	5,840
Biweekly	2,011	2,112	2,218	2,328	2,445	2,567	2,696
Hourly	26.82	28.16	29.57	31.05	32.60	34.23	35.94
Librarian I							
Annual	56,433	59,254	62,217	65,328	68,594	72,024	75,625
Monthly	4,703	4,938	5,185	5,444	5,716	6,002	6,302
Biweekly	2,170	2,279	2,393	2,513	2,638	2,770	2,909
Hourly	28.94	30.39	31.91	33.50	35.18	36.94	38.78

SEIU Local 1021

July 1, 2015 through June 30, 2019

Librarian II							
Annual	63,527	66,703	70,038	73,540	77,217	81,078	85,132
Monthly	5,294	5,559	5,837	6,128	6,435	6,757	7,094
Biweekly	2,443	2,566	2,694	2,828	2,970	3,118	3,274
Hourly	32.58	34.21	35.92	37.71	39.60	41.58	43.66
Custodian							
Annual	42,476	44,599	46,829	49,171	51,629	54,211	56,921
Monthly	3,540	3,717	3,902	4,098	4,302	4,518	4,743
Biweekly	1,634	1,715	1,801	1,891	1,986	2,085	2,189
Hourly	20.42	21.44	22.51	23.64	24.82	26.06	27.37
Lead Custodian							
Annual	44,604	46,834	49,176	51,635	54,217	56,927	59,774
Monthly	3,717	3,903	4,098	4,303	4,518	4,744	4,981
Biweekly	1,716	1,801	1,891	1,986	2,085	2,190	2,299
Hourly	21.44	22.52	23.64	24.82	26.07	27.37	28.74
Landscape Worker I							
Annual	49,190	51,649	54,232	56,943	59,790	62,780	65,919
Monthly	4,099	4,304	4,519	4,745	4,983	5,232	5,493
Biweekly	1,892	1,987	2,086	2,190	2,300	2,415	2,535
Hourly	23.65	24.83	26.07	27.38	28.75	30.18	31.69
Maintenance Worker I							
Annual	49,190	51,649	54,232	56,943	59,790	62,780	65,919
Monthly	4,099	4,304	4,519	4,745	4,983	5,232	5,493
Biweekly	1,892	1,987	2,086	2,190	2,300	2,415	2,535
Hourly	23.65	24.83	26.07	27.38	28.75	30.18	31.69

SEIU Local 1021

July 1, 2015 through June 30, 2019

Landscape Worker II							
Annual	53,777	56,465	59,289	62,253	65,366	68,634	72,066
Monthly	4,481	4,705	4,941	5,188	5,447	5,720	6,005
Biweekly	2,068	2,172	2,280	2,394	2,514	2,640	2,772
Hourly	25.85	27.15	28.50	29.93	31.43	33.00	34.65
Landscape Worker III							
Annual	58,778	61,717	64,803	68,043	71,445	75,017	78,768
Monthly	4,898	5,143	5,400	5,670	5,954	6,251	6,564
Biweekly	2,261	2,374	2,492	2,617	2,748	2,885	3,030
Hourly	28.26	29.67	31.16	32.71	34.35	36.07	37.87
Maintenance Worker II							
Annual	53,777	56,465	59,289	62,253	65,366	68,634	72,066
Monthly	4,481	4,705	4,941	5,188	5,447	5,720	6,005
Biweekly	2,068	2,172	2,280	2,394	2,514	2,640	2,772
Hourly	25.85	27.15	28.50	29.93	31.43	33.00	34.65
Maintenance Worker III							
Annual	58,778	61,717	64,803	68,043	71,445	75,017	78,768
Monthly	4,898	5,143	5,400	5,670	5,954	6,251	6,564
Biweekly	2,261	2,374	2,492	2,617	2,748	2,885	3,030
Hourly	28.26	29.67	31.16	32.71	34.35	36.07	37.87
Sewer Maintenance Worker I							
Annual	49,682	52,166	54,775	57,513	60,389	63,408	66,578
Monthly	4,140	4,347	4,565	4,793	5,032	5,284	5,548
Biweekly	1,911	2,006	2,107	2,212	2,323	2,439	2,561
Hourly	23.89	25.08	26.33	27.65	29.03	30.48	32.01

SEIU Local 1021

July 1, 2015 through June 30, 2019

Sewer Maintenance Worker II							
Annual	54,314	57,030	59,881	62,876	66,020	69,320	72,786
Monthly	4,526	4,752	4,990	5,240	5,502	5,777	6,066
Biweekly	2,089	2,193	2,303	2,418	2,539	2,666	2,799
Hourly	26.11	27.42	28.79	30.23	31.74	33.33	34.99
Sewer Maintenance Worker III							
Annual	59,378	62,347	65,465	68,738	72,175	75,784	79,573
Monthly	4,948	5,196	5,455	5,728	6,015	6,315	6,631
Biweekly	2,284	2,398	2,518	2,644	2,776	2,915	3,061
Hourly	28.55	29.97	31.47	33.05	34.70	36.43	38.26
Sewer Systems Coordinator							
Annual	74,635	78,366	82,285	86,395	90,715	95,244	99,999
Monthly	6,220	6,531	6,857	7,200	7,560	7,937	8,333
Biweekly	2,871	3,014	3,165	3,323	3,489	3,663	3,846
Hourly	35.88	37.68	39.56	41.54	43.61	45.79	48.08
Fleet Maintenance Coordinator							
Annual	61,831	64,922	68,168	71,577	75,156	78,913	82,859
Monthly	5,153	5,410	5,681	5,965	6,263	6,576	6,905
Biweekly	2,378	2,497	2,622	2,753	2,891	3,035	3,187
Hourly	29.73	31.21	32.77	34.41	36.13	37.94	39.84
Public Works Supervisor							
Annual	89,079	93,533	98,209	103,120	108,276	113,690	119,374
Monthly	7,423	7,794	8,184	8,593	9,023	9,474	9,948
Biweekly	3,426	3,597	3,777	3,966	4,164	4,373	4,591
Hourly	42.83	44.97	47.22	49.58	52.06	54.66	57.39

SEIU Local 1021

July 1, 2015 through June 30, 2019

Assistant Engineer							
Annual	74,786	78,525	82,451	86,574	90,902	95,447	100,220
Monthly	6,232	6,544	6,871	7,214	7,575	7,954	8,352
Biweekly	2,876	3,020	3,171	3,330	3,496	3,671	3,855
Hourly	35.95	37.75	39.64	41.62	43.70	45.89	48.18
Civil Engineer I							
Annual	78,722	82,658	86,791	91,130	95,687	100,471	105,494
Monthly	6,560	6,888	7,233	7,594	7,974	8,373	8,791
Biweekly	3,028	3,179	3,338	3,505	3,680	3,864	4,057
Hourly	37.85	39.74	41.73	43.81	46.00	48.30	50.72
Civil Engineer II							
Annual	82,865	87,008	91,358	95,926	100,723	105,759	111,047
Monthly	6,905	7,251	7,613	7,994	8,394	8,813	9,254
Biweekly	3,187	3,346	3,514	3,689	3,874	4,068	4,271
Hourly	39.84	41.83	43.92	46.12	48.42	50.85	53.39
Administrative Aide I							
Annual	51,909	54,504	57,230	60,091	63,096	66,251	69,563
Monthly	4,326	4,542	4,769	5,008	5,258	5,521	5,797
Biweekly	1,997	2,096	2,201	2,311	2,427	2,548	2,676
Hourly	24.96	26.20	27.51	28.89	30.33	31.85	33.44
Permit Technician							
Annual	57,937	60,834	63,876	67,069	70,423	73,944	77,641
Monthly	4,828	5,069	5,323	5,589	5,869	6,162	6,470
Biweekly	2,228	2,340	2,457	2,580	2,709	2,844	2,986
Hourly	27.85	29.25	30.71	32.24	33.86	35.55	37.33

SEIU Local 1021

July 1, 2015 through June 30, 2019

Building Inspector							
Annual	84,810	89,050	93,503	98,178	103,087	108,241	113,653
Monthly	7,067	7,421	7,792	8,181	8,591	9,020	9,471
Biweekly	3,262	3,425	3,596	3,776	3,965	4,163	4,371
Hourly	40.77	42.81	44.95	47.20	49.56	52.04	54.64
Assistant Planner							
Annual	66,089	69,393	72,863	76,506	80,332	84,348	88,566
Monthly	5,507	5,783	6,072	6,376	6,694	7,029	7,380
Biweekly	2,542	2,669	2,802	2,943	3,090	3,244	3,406
Hourly	31.77	33.36	35.03	36.78	38.62	40.55	42.58
Associate Planner							
Annual	75,529	79,305	83,270	87,438	91,814	96,397	101,204
Monthly	6,294	6,609	6,939	7,287	7,651	8,033	8,434
Biweekly	2,905	3,050	3,203	3,363	3,531	3,708	3,892
Hourly	36.31	38.13	40.03	42.04	44.14	46.34	48.66
Recreation Supervisor							
Annual	61,309	64,374	67,593	70,972	74,522	78,248	82,160
Monthly	5,109	5,365	5,633	5,914	6,210	6,521	6,847
Biweekly	2,358	2,476	2,600	2,730	2,866	3,010	3,160
Hourly	29.48	30.95	32.50	34.12	35.83	37.62	39.50

SEIU Local 1021

July 1, 2015 through June 30, 2019

5.3 (D) SALARIES EFFECTIVE JULY 1, 2018:

EFFECTIVE JULY 1, 2018, SEIU BARGAINING UNIT EMPLOYEES' MONTHLY COMPENSATION SHALL BE INCREASED BY 2.75%. THE FOLLOWING TABLES DELINEATE THE MONTHLY COMPENSATION IN THE JOB CLASSIFICATION REPRESENTED BY THE SEIU BARGAINING UNIT TO BE AS FOLLOWS:

<u>SEIU Classification</u>	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Library Assistant II							
Annual	45,624	47,906	50,301	52,816	55,457	58,230	61,141
Monthly	3,802	3,992	4,192	4,401	4,621	4,852	5,095
Biweekly	1,755	1,843	1,935	2,031	2,133	2,240	2,352
Hourly	23.40	24.57	25.80	27.09	28.44	29.86	31.35
Senior Library Assistant							
Annual	53,736	56,423	59,244	62,206	65,316	68,582	72,011
Monthly	4,478	4,702	4,937	5,184	5,443	5,715	6,001
Biweekly	2,067	2,170	2,279	2,393	2,512	2,638	2,770
Hourly	27.56	28.93	30.38	31.90	33.50	35.17	36.93
Librarian I							
Annual	57,985	60,884	63,928	67,124	70,481	74,005	77,705
Monthly	4,832	5,074	5,327	5,594	5,873	6,167	6,475
Biweekly	2,230	2,342	2,459	2,582	2,711	2,846	2,989
Hourly	29.74	31.22	32.78	34.42	36.14	37.95	39.85
Librarian II							
Annual	65,274	68,538	71,964	75,563	79,341	83,308	87,473
Monthly	5,439	5,711	5,997	6,297	6,612	6,942	7,289
Biweekly	2,511	2,636	2,768	2,906	3,052	3,204	3,364
Hourly	33.47	35.15	36.90	38.75	40.69	42.72	44.86

SEIU Local 1021

July 1, 2015 through June 30, 2019

Custodian							
Annual	43,644	45,826	48,117	50,523	53,049	55,702	58,487
Monthly	3,637	3,819	4,010	4,210	4,421	4,642	4,874
Biweekly	1,679	1,763	1,851	1,943	2,040	2,142	2,249
Hourly	20.98	22.03	23.13	24.29	25.50	26.78	28.12
Lead Custodian							
Annual	45,831	48,122	50,528	53,055	55,708	58,493	61,418
Monthly	3,819	4,010	4,211	4,421	4,642	4,874	5,118
Biweekly	1,763	1,851	1,943	2,041	2,143	2,250	2,362
Hourly	22.03	23.14	24.29	25.51	26.78	28.12	29.53
Landscape Worker I							
Annual	50,542	53,069	55,723	58,509	61,434	64,506	67,732
Monthly	4,212	4,422	4,644	4,876	5,120	5,376	5,644
Biweekly	1,944	2,041	2,143	2,250	2,363	2,481	2,605
Hourly	24.30	25.51	26.79	28.13	29.54	31.01	32.56
Maintenance Worker I							
Annual	50,542	53,069	55,723	58,509	61,434	64,506	67,732
Monthly	4,212	4,422	4,644	4,876	5,120	5,376	5,644
Biweekly	1,944	2,041	2,143	2,250	2,363	2,481	2,605
Hourly	24.30	25.51	26.79	28.13	29.54	31.01	32.56
Landscape Worker II							
Annual	55,255	58,018	60,919	63,965	67,163	70,522	74,048
Monthly	4,605	4,835	5,077	5,330	5,597	5,877	6,171
Biweekly	2,125	2,231	2,343	2,460	2,583	2,712	2,848
Hourly	26.57	27.89	29.29	30.75	32.29	33.90	35.60

SEIU Local 1021

July 1, 2015 through June 30, 2019

Landscape Worker III							
Annual	60,394	63,414	66,585	69,914	73,410	77,080	80,934
Monthly	5,033	5,284	5,549	5,826	6,117	6,423	6,745
Biweekly	2,323	2,439	2,561	2,689	2,823	2,965	3,113
Hourly	29.04	30.49	32.01	33.61	35.29	37.06	38.91
Maintenance Worker II							
Annual	55,255	58,018	60,919	63,965	67,163	70,522	74,048
Monthly	4,605	4,835	5,077	5,330	5,597	5,877	6,171
Biweekly	2,125	2,231	2,343	2,460	2,583	2,712	2,848
Hourly	26.57	27.89	29.29	30.75	32.29	33.90	35.60
Maintenance Worker III							
Annual	60,394	63,414	66,585	69,914	73,410	77,080	80,934
Monthly	5,033	5,284	5,549	5,826	6,117	6,423	6,745
Biweekly	2,323	2,439	2,561	2,689	2,823	2,965	3,113
Hourly	29.04	30.49	32.01	33.61	35.29	37.06	38.91
Sewer Maintenance Worker I							
Annual	51,048	53,601	56,281	59,094	62,049	65,152	68,409
Monthly	4,254	4,467	4,690	4,925	5,171	5,429	5,701
Biweekly	1,963	2,062	2,165	2,273	2,387	2,506	2,631
Hourly	24.54	25.77	27.06	28.41	29.83	31.32	32.89
Sewer Maintenance Worker II							
Annual	55,808	58,598	61,528	64,605	67,835	71,226	74,788
Monthly	4,651	4,883	5,127	5,384	5,653	5,935	6,232
Biweekly	2,146	2,254	2,366	2,485	2,609	2,739	2,876
Hourly	26.83	28.17	29.58	31.06	32.61	34.24	35.96

SEIU Local 1021

July 1, 2015 through June 30, 2019

Sewer Maintenance Worker III							
Annual	61,011	64,062	67,265	70,629	74,160	77,868	81,761
Monthly	5,084	5,338	5,605	5,886	6,180	6,489	6,813
Biweekly	2,347	2,464	2,587	2,716	2,852	2,995	3,145
Hourly	29.33	30.80	32.34	33.96	35.65	37.44	39.31
Sewer Systems Coordinator							
Annual	76,687	80,521	84,548	88,771	93,210	97,863	102,749
Monthly	6,391	6,710	7,046	7,398	7,767	8,155	8,562
Biweekly	2,950	3,097	3,252	3,414	3,585	3,764	3,952
Hourly	36.87	38.71	40.65	42.68	44.81	47.05	49.40
Fleet Maintenance Coordinator							
Annual	63,531	66,708	70,043	73,545	77,222	81,084	85,138
Monthly	5,294	5,559	5,837	6,129	6,435	6,757	7,095
Biweekly	2,444	2,566	2,694	2,829	2,970	3,119	3,275
Hourly	30.54	32.07	33.67	35.36	37.13	38.98	40.93
Public Works Supervisor							
Annual	91,528	96,105	100,910	105,956	111,253	116,817	122,657
Monthly	7,627	8,009	8,409	8,830	9,271	9,735	10,221
Biweekly	3,520	3,696	3,881	4,075	4,279	4,493	4,718
Hourly	44.00	46.20	48.51	50.94	53.49	56.16	58.97
Assistant Engineer							
Annual	76,842	80,684	84,718	88,954	93,402	98,072	102,976
Monthly	6,404	6,724	7,060	7,413	7,784	8,173	8,581
Biweekly	2,955	3,103	3,258	3,421	3,592	3,772	3,961
Hourly	36.94	38.79	40.73	42.77	44.90	47.15	49.51

SEIU Local 1021

July 1, 2015 through June 30, 2019

Civil Engineer I							
Annual	80,886	84,931	89,177	93,636	98,318	103,234	108,396
Monthly	6,741	7,078	7,431	7,803	8,193	8,603	9,033
Biweekly	3,111	3,267	3,430	3,601	3,781	3,971	4,169
Hourly	38.89	40.83	42.87	45.02	47.27	49.63	52.11
Civil Engineer II							
Annual	85,144	89,401	93,871	98,564	103,493	108,667	114,101
Monthly	7,095	7,450	7,823	8,214	8,624	9,056	9,508
Biweekly	3,275	3,438	3,610	3,791	3,980	4,180	4,388
Hourly	40.93	42.98	45.13	47.39	49.76	52.24	54.86
Administrative Aide I							
Annual	53,337	56,003	58,803	61,744	64,831	68,072	71,476
Monthly	4,445	4,667	4,900	5,145	5,403	5,673	5,956
Biweekly	2,051	2,154	2,262	2,375	2,493	2,618	2,749
Hourly	25.64	26.92	28.27	29.68	31.17	32.73	34.36
Permit Technician							
Annual	59,530	62,507	65,632	68,914	72,360	75,978	79,776
Monthly	4,961	5,209	5,469	5,743	6,030	6,331	6,648
Biweekly	2,290	2,404	2,524	2,651	2,783	2,922	3,068
Hourly	28.62	30.05	31.55	33.13	34.79	36.53	38.35
Building Inspector							
Annual	87,142	91,499	96,074	100,878	105,922	111,218	116,779
Monthly	7,262	7,625	8,006	8,406	8,827	9,268	9,732
Biweekly	3,352	3,519	3,695	3,880	4,074	4,278	4,491
Hourly	41.90	43.99	46.19	48.50	50.92	53.47	56.14

SEIU Local 1021

July 1, 2015 through June 30, 2019

Assistant Planner							
Annual	67,906	71,302	74,867	78,610	82,541	86,668	91,001
Monthly	5,659	5,942	6,239	6,551	6,878	7,222	7,583
Biweekly	2,612	2,742	2,879	3,023	3,175	3,333	3,500
Hourly	32.65	34.28	35.99	37.79	39.68	41.67	43.75
Associate Planner							
Annual	77,606	81,486	85,560	89,843	94,339	99,047	103,987
Monthly	6,467	6,791	7,130	7,487	7,862	8,254	8,666
Biweekly	2,985	3,134	3,291	3,455	3,628	3,810	4,000
Hourly	37.31	39.18	41.13	43.19	45.36	47.62	49.99
Recreation Supervisor							
Annual	62,995	66,145	69,452	72,924	76,571	80,399	84,419
Monthly	5,250	5,512	5,788	6,077	6,381	6,700	7,035
Biweekly	2,423	2,544	2,671	2,805	2,945	3,092	3,247
Hourly	30.29	31.80	33.39	35.06	36.81	38.65	40.59

5.4 PROMOTIONS

An employee who receives a promotion from one (1) classification to a classification with a greater pay rate shall receive a promotional rate increase to a new rate which shall place the employee at the appropriate step in the new classification to provide a minimum of a five percent (5%) increase in pay.

5.5 Y RATE

Any employee occupying a position which is reallocated to a class, the maximum salary for which is less than the incumbent's present salary, or occupying a position in a class, the salary rate or range for which is reduced, shall continue to receive his or her present salary with no increase in pay until the salary range exceeds the incumbent's salary. Such salary shall be designated as a "Y" rate.

SECTION 6. HOURS OF WORK

6.1 NORMAL SCHEDULE

The normal schedule for employees occupying full-time positions shall consist of either eighty (80) hours, or seventy-five (75) hours for employees assigned to the library, to be worked within a fourteen (14) day work period.

6.2 NORMAL WORKDAY

The normal workday shall not exceed ten (10) hours. Employees shall receive at least one-half (1/2) hour off without pay during the above normal workday for lunch or dinner, with the length of any given lunch or dinner period to be determined by the employee's supervisor and based on workload demands.

6.3 OVERTIME

All employees shall be paid overtime in accordance with the Fair Labor Standards Act. Employees assigned to work more than the number of hours per day or hours per period as specified in Sections 6.1 and 6.2 above shall be paid overtime at the rate of one and one-half (1 ½) times their regular rate of pay for each one-quarter (1/4) of an hour or portion thereof for such time worked in excess of the normal day or period. Employees may agree to work outside their normal schedule or workday in exchange for an equal amount of time off during the pay period.

6.4 COMPENSATORY TIME OFF

Employees assigned to work overtime may elect to be paid in either overtime pay or compensatory time off. However in no case shall compensatory time balances exceed eighty (80) hours at any time. Compensatory time off balances may not exceed forty (40) hours at the end of each calendar year. By December 31 of each year, each employee's compensatory time off bank shall be reduced to a year-end cap of forty (40) hours, and the employee shall be paid in cash for any compensatory hours reduced to achieve the year-end cap of forty (40) hours.

6.5 CALL BACK

Call back pay shall be paid to permanent full-time employees who are called into work while off duty. Such call back pay shall be paid at one and one-half (1 ½) times the regular rate of pay. A minimum of three (3) hours of call back pay at the one and one-half (1 ½) rate shall be paid for recall. Compensation shall begin at the time initial contact is made while off duty and end when the employee has returned home. The City shall have the right to establish reasonable travel time for call back pay purposes only between employees' homes and the place of work. If call back time exceeds three (3) hours, at the beginning of the fourth hour, additional overtime shall begin being earned at the rate of each one-quarter (1/4) of an hour or each portion thereof.

6.6 WORK HOURS

The normal workday provided for in Section 6.2 may be adjusted on an individual employee basis to allow consideration of commute, child care or other personal matters, with the prior approval of the department head.

In the event of disagreement between the employee and the department head, the employee may appeal the department head's decision to the City Manager. In such case, the employee may have his/her employee representative present during the appeal.

6.7 MEAL ALLOWANCE

The City will pay a meal allowance up to \$12.00 for employees who work four (4) or more paid hours of overtime. Employees shall be provided with a meal appropriate for the time of day for each four (4) hour period of overtime worked outside of the employee's regular work hours.

SECTION 7. HOLIDAYS

7.1 "5-40" AND 37 ½ HOUR SCHEDULES

Permanent and probationary full-time employees assigned to work a "5-40" or 37.5 hour per week schedule are entitled to take the following authorized holidays off work at full pay, not to exceed the normal work schedule for any one (1) day (one day = 8 hours for employees on the "5-40" schedule; one day = 7½ hours for employees on the 37½ hour schedule):

January 1	New Years' Day
Third Monday in January	Martin Luther King, Jr.'s Birthday
Third Monday in February	Washington's Birthday
Last Monday in May	Memorial Day
July 4	Independence Day
First Monday in September	Labor Day
Fourth Thursday in November	Thanksgiving Day
Friday after the fourth Thursday in November	Day after Thanksgiving
December 24	Christmas Eve
December 25	Christmas Day
Floating Holiday Hours	Sixteen (16) Hours for employees on "5-40" schedule; fifteen (15) hours for employees on the 37½ hour schedule

7.2 "4-10" SCHEDULE

Permanent and probationary full-time employees assigned to work a "4-10" schedule are entitled to take the following nine (9) authorized ten-hour holidays off work at full pay plus six (6) hours of floating holiday time.

The floating holiday hours shall be taken on a day mutually agreeable between the individual employee and the employee's supervisor and shall be taken within the calendar year in which they are earned.

January 1	New Years' Day
Third Monday in February	Washington's Birthday
Last Monday in May	Memorial Day
July 4	Independence Day
First Monday in September	Labor Day
Fourth Thursday in November	Thanksgiving Day
Friday after the fourth Thursday in November	Day after Thanksgiving
December 24	Christmas Eve
December 25	Christmas Day
Floating Holiday Hours	Six (6) hours

7.3 "9-80" SCHEDULE

Employees assigned to work a "9-80" schedule are entitled to the following nine (9) authorized nine (9) hour holidays plus fifteen (15) hours of floating holiday time. When a holiday falls on an eight (8) hour workday, the last nine (9) hour workday before the holiday shall be an eight (8) hour work day.

January 1	New Years' Day
Third Monday in February	President's Day
Last Monday in May	Memorial Day
July 4	Independence Day
First Monday in September	Labor Day
Fourth Thursday in November	Thanksgiving Day
Friday after the fourth Thursday in November	Day after Thanksgiving

SEIU Local 1021

July 1, 2015 through June 30, 2019

December 24	Christmas Eve
December 25	Christmas Day
Floating Holiday Hours	Fifteen (15) hours

7.4 HOLIDAYS ON SATURDAY OR SUNDAY

When a holiday falls on Sunday, the following Monday shall be observed. When a holiday falls on Saturday, the previous Friday shall be observed.

7.5 HOLIDAY COMPENSATION

(a) If the authorized holiday falls on the employee's regular day off, and the employee is not required to work, the employee shall receive, in addition to their regular compensation, either holiday pay which shall be paid at straight time for each hour that would have been spent on duty during the holiday had the employee been required to work, or a day off in lieu of the holiday pay equal to the number of hours that would have been spent on duty during the holiday had the employee been required to work. The choice of either holiday pay or an in-lieu day off shall be made by the department head.

(b) If the authorized holiday falls on a scheduled work day and the employee is required to work, the employee shall receive as a holiday premium, in addition to regular salary, one and one-half (1-1/2) times the regular rate of pay for the hours worked.

(c) If the authorized holiday falls on a regular day off and the employee is required to work, the employee shall receive overtime pay at one and one-half (1-1/2) times the regular rate of pay for each hour worked plus either holiday pay at straight time for each hour worked or a day off in-lieu at straight time as provided in this section.

7.6 FLOATING HOLIDAY USE AND ACCRUAL

Floating holiday hours shall be taken on a day mutually agreeable between the individual employee and the employee's supervisor and shall be taken within the calendar year in which they are earned.

Newly hired employees are eligible for accrual and usage of holiday hours as follows:

Employees hired between January 1 and June 30 of any year shall accrue one hundred percent (100%) of floating holiday hours.

Employees hired between July 1 and November 15 of any year shall accrue fifty percent (50%) of floating holiday hours.

Employees hired between November 15 and December 31 shall not accrue floating holiday hours for the calendar year in which they were hired.

SECTION 8. SICK LEAVE

Employees assigned to an eighty (80) hour per fourteen (14) day work period schedule shall accrue ninety-six (96) hours of sick leave per year. Employees assigned to a thirty-seven and one-half (37-1/2) hour week schedule shall accrue ninety (90) hours of sick leave per year. Sick leave shall be accrued on a pay-period basis and recorded in the books by the number of hours accrued.

Probationary employees shall start accruing sick leave on the first (1st) day of the first (1st) full pay period following their appointment to an authorized position. On the first (1st) day of the second (2nd) calendar month following their appointment to an authorized position, probationary and permanent employees shall be entitled to receive sick leave with pay.

Sick leave may be taken for the following:

An employee's illness or injury. Leaves of more than five (5) working days require a doctor's certificate indicating absence from work was necessary.

An employee's dental, eye or other physical or medical examination or treatment by a licensed practitioner. Leaves for this purpose are limited to three (3) hours in any one (1) working day.

Providing necessary care for an ill or injured member of the immediate family. Absences of more than three (3) working days or shift for this reason require a doctor's statement, indicating that the employee's presence was required at home. Leaves for this purpose shall be granted in accordance with the requirements of state and federal law.

Sick leave accrual is unlimited and can be carried forward to subsequent years. Sick leave cannot be "cashed out" except as set forth in Section 15.3 of this Memorandum of Understanding.

SECTION 9. NON-PAID STATUS

When a permanent employee is on non-workers' compensation disability leave (non-paid status from the City of Sausalito having used up all vacation, sick-leave, compensatory time and catastrophic leave) no benefits will accrue, including vacation time, sick leave time and PERS service credit; however, an employee on non-workers' compensation disability leave may exchange his or her disability check dollar for dollar for a sick leave check to insure continuation of benefits.

The dollar amount of the endorsed disability check shall be divided by the employee's hourly equivalent wage rate to determine the number of hours of sick leave to be reimbursed to the employee computed to the nearest one-quarter (1/4) of an hour or portion thereof.

SECTION 10. VACATIONS

Employees shall earn vacation in accordance with the following schedules dependent upon years of service:

Employees on a 75 Hour per Fourteen Day Work Period Schedule	Working Hours Earned/ Bi-weekly pay period	Working Hours Earned/Year
Prior to completing 5 years	4.33	112.5
After completing 5 years	4.90	127.5
After completing 10 years	5.77	150
After completing 20 years	6.35	165

Employees on an 80 Hour per Fourteen Day Work Period Schedule	Working Hours Earned/ bi-weekly pay period	Working Hours Earned/Year
Prior to completing 5 years	4.62	120
After completing 5 years	5.23	136
After completing 10 years	6.15	160
After completing 20 years	6.77	176

Probationary employees shall start earning vacation leave on the first (1st) day of the first (1st) full pay period following their appointment to an authorized position. On the first (1st) day of the seventh (7th) calendar month following their appointment to an authorized position, vacation shall be available in increments of not less than two (2) hours at a time. Vacation leave shall be accrued on a pay-period basis and recorded in the books by the number of hours accrued.

The times during which an employee may take vacations shall be determined by the department head, provided that if the requirements of City service are such that part or all of an employee's vacation must be deferred beyond a particular fiscal year, the employee may take the vacation during the following fiscal year.

SEIU Local 1021

July 1, 2015 through June 30, 2019

It is the policy of the City that employees take their normal vacation each year; provided, however, that for reasons deemed sufficient by the department head an employee may take less than the normal vacation one (1) year with a correspondingly longer vacation the following year.

In the event an employee is not able to take all of the vacation to which he/she is entitled in a fiscal year, the employee shall be permitted to accumulate the unused portion to his/her credit, provided that on June 30th of any fiscal year, he/she shall not have a total credit of more than two hundred forty (240) hours of vacation time accrued. Any vacation time in excess of the maximum shall be paid to the employee on the last payroll in June.

In December of each fiscal year, effective the first payroll period in December, employees will be able to cash-in up to 80 hours of vacation time in any fiscal year as long as they have 40 hours remaining in their bank of vacation hours at the time they have cashed in the vacation.

Holidays specified in Section 7 of this Memorandum of Understanding which fall during the employee's vacation shall not be charged as a day of vacation.

Upon termination of an employee's service with the City, he/she shall be paid a lump sum for all accrued vacation that has been earned in accordance with this Memorandum of Understanding prior to the termination.

SECTION 11. MISCELLANEOUS LEAVES

11.1 JURY SERVICE, WITNESS OR ATTENDANCE IN COURT

A probationary or permanent employee shall be granted leave of absence with full pay for (1) jury service, (2) appearance legally required of them as a witness on behalf of the City, or (3) attendance in court resulting from their official duties. In the event an employee receives extra compensation in the form of an appearance allowance or a salary or wage allowance for such duty, any such allowance shall be endorsed over to the City. Reimbursements to the employee from outside sources for travel and meal expenses incurred while on such duty shall be kept by the employee.

Upon written request of a permanent employee, the City Manager may approve in writing a leave of absence without pay for a period not to exceed six (6) months.

11.2 PERSONAL NECESSITY LEAVE

An employee shall be entitled to use up to three (3) days of accrued vacation when unanticipated events require that the employee be absent from work. Personal Necessity Leave may also be used for pre-scheduled purposes not covered by the provisions of Section 8, "Sick Leave". Such time off shall be in increments of not less than one (1) hour. Personal Necessity Leave shall be prorated for employees working less than a forty (40) hour week. An employee desiring to use Personal Necessity Leave shall so inform his/her department head as far in advance as possible.

11.3 FAMILY LEAVE

Eligible employees are entitled to take up to twelve (12) weeks of unpaid Family Medical Leave during any twelve (12) month period in accordance with the provisions of the Family and Medical Leave Act of 1993 (federal) and the California Family Rights Act of 1991.

11.4 BEREAVEMENT LEAVE

In the case of death within the immediate family of an employee, such employee shall be entitled to remain absent from duty with pay in order to attend the funeral or memorial service for a period not to exceed the following:

- o Death of spouse or child Five (5) work days
- o Death of a parent or sibling Three (3) work days
- o Death of grandparent, aunt, uncle, niece, nephew One (1) work day

For purposes of this section registered domestic partners shall be equivalent to a spouse and step and foster parent/child relationships which have been equivalent to natural relationships will be treated the same as parents/children. Additional days may be approved by the department head if warranted by special circumstances.

Leave of absence with pay because of death in an employee's immediate family is allowed solely for the purpose of arranging and/or attending funeral and memorial services and attending to legal issues relating to the death. Such leave shall not be charged against vacation or sick leave which an employee may be entitled to but shall be in addition thereto.

11.5 CATASTROPHIC LEAVE

The City has established a Catastrophic Leave Bank to allow employees to transfer earned compensatory time or vacation leave to another employee. Such transfer of time shall be limited to situations where the recipient of the transfer is, by reason of illness or injury, threatened with the loss of earnings due to his/her exhaustion of employment benefits. Such time transfer request must be in writing, and subject to the approval of the City Manager or designee. Such approval shall not be unreasonably denied. Such transfer shall be credited to the recipient at the donor's rate of pay. The use or receipt of time so transferred shall not preclude possible medical separation of the recipient employee. The City reserves the right to require medical verification by a qualified medical practitioner of the recipient employee's medical condition. While on catastrophic leave the employee shall continue to accrue benefits.

SECTION 12. REDUCTION IN FORCE AND RE-EMPLOYMENT

12.1 LAYOFF PROCEDURE

Whenever in the judgment of the City Council it becomes necessary in the interest of economy or efficiency or in the interest or mandate of the public, the City Council may abolish any position or employment in the competitive service, and the employee holding such position or employment may be laid off.

Layoffs shall be by job classification according to reverse order of seniority as determined by total full-time employment with the City and ability to perform the remaining duties or job. The City shall prepare a seniority list

SEIU Local 1021

July 1, 2015 through June 30, 2019

prior to the notice of an employee to be reduced-in-force. A copy of the seniority list shall be provided to the Union.

An employee occupying a higher classification, whose position is eliminated, may elect to displace an employee in a lower classification provided that the two (2) classifications are in the same general family of jobs and responsibilities, that the basic qualifications of the lower position are met by the employee electing to fill the lower classification and that the employee has more total City service than the displaced employee.

12.2 NOTICE OF LAYOFF

Employees to be laid off shall be given at least fourteen (14) calendar days' prior notice. A copy of the notice shall be forwarded to the Union.

12.3 RE-EMPLOYMENT

The names of permanent and probationary employees who are laid off or demoted in lieu of layoff shall be placed upon reemployment lists for one (1) year for those classes requiring basically the same qualifications, duties and responsibilities of the class from which layoff or demotion in lieu of layoff was made. Placement on the reemployment list for a given class shall be in the reverse order of layoff from the classes, i.e., the last person laid off shall be first on the list, the second-to-last person laid off shall be second, and so on. Such reemployment list(s) shall take precedence over all other employment lists for the same classifications when vacancies are to be filled. Persons appointed to permanent positions of the same or similar classifications as that from which laid off or demoted shall, upon such appointment, be dropped from the list. The City shall notify the person in writing of the offer for reemployment and the date by which he or she must respond. Such notice shall be sent to the last address provided to the City by the employee.

Should the person not accept the reappointment within seven (7) calendar days after the date of the offer or should the person decline or be unable to begin work within two (2) weeks after the date of the acceptance of the offer, the person shall be considered unavailable for employment, shall forfeit the right to reemployment and be removed from the reemployment list. Whenever a person is unavailable for reemployment, the next person who is eligible on the reemployment list shall be offered reemployment in the same manner and under the same conditions as above.

Permanent employees re-appointed to the class from which laid off or demoted will not be required to undergo a new probationary period. Employees who had not completed their probationary period in the class from which laid off or demoted shall, upon reappointment to such class, start a new probationary period if at the time of layoff or demotion the employee completed less than six (6) months (three (3) months on a promotional probation) of the probationary period. All offers of re-employment following layoff of more than thirty days shall be contingent upon the employee establishing that he/she remains physically qualified to perform the physical requirements of the position by submitting to a physical examination by the City to determine that the employee remains physically qualified for the position.

Former employees appointed from a reemployment list shall receive a rate of pay at least equal to the rate received at the time of layoff (provided such rate does not exceed the maximum rate established for the class) and shall be restored all rights accorded prior to being laid off such as credit for years of service, for vacation, and for sick leave. However, such re-employed employees shall not be eligible for benefits for which they received compensation at the time of or subsequent to the date they were laid off.

SEIU Local 1021

July 1, 2015 through June 30, 2019

SECTION 13. GRIEVANCE PROCEDURE

13.1 DEFINITION

A grievance is any dispute that involves the interpretation or application of any provision of this Memorandum of Understanding or any addenda or supplementary letter attached to this Memorandum of Understanding.

13.2 PROCEDURE

A grievance shall be filed according to the following procedures:

Step 1. The Union, on behalf of any employee who believes that he/she has a grievance, may within sixty (60) calendar days of the event giving rise to the grievance, present the grievance informally either orally or in writing to the immediate supervisor directly involved in the event. Grievances not presented within the time period shall be deemed to be waived and the event giving rise to the grievance shall remain unaltered in any respect. If the grievance is not resolved orally, the supervisor shall give a written answer to the Union within ten (10) calendar days from the receipt of the grievance by the supervisor. When the immediate supervisor is also the department head, the grievance shall be presented directly as provided in paragraph (3).

Step 2. If the grievance is not resolved with the immediate supervisor, the Union may, within five (5) calendar days from receipt of the supervisor's answer forward the grievance in writing to the department head for consideration. If the grievance is not submitted within five (5) calendar days from the date of receiving the decision from the immediate supervisor, the immediate supervisor's decision shall be final and binding. Answer to the grievance shall be made in writing by the department head, after conferring with the Union, within fifteen (15) working days from receipt of the Union.

Step 3. If the department head does not resolve the grievance, the grievance may be forwarded within ten (10) calendar days to the City Manager for final disposition, or

At the Union's request, the matter may be referred to a disinterested third party selected from a list of ten (10) candidates provided by the State Mediation and Conciliation Service. If the parties cannot mutually agree on the party to be selected, it shall be determined by lot which party may first strike a name from the list. The parties shall alternately strike one (1) name and the last name remaining shall be selected. Each side will bear its own costs for said mediation, and the actual cost for the service will be shared equally between the City and the Union. The report of the disinterested third party shall be advisory only and shall not be binding.

Step 4. The report of the disinterested third party shall be submitted to the Union and to the City Manager. The City Manager shall consider the report of the disinterested third party and, within ten (10) working days, notify the Union in writing whether or not his or her previous position has been modified.

Step 5. If the Union is not satisfied with the City Manager's position in response to the report of the disinterested third party, the Union may, within ten (10) calendar days submit a written request for a hearing before the City Council. Upon such a request, the City Council shall schedule a hearing within thirty (30) calendar days. The decision of the City Council shall be final.

13.3 EXTENSION OF TIME LIMITS

The above-specified time limits may be extended by mutual agreement between the parties. Failure of the employee or the Union to act within the specified time limits, unless extended, shall dismiss and nullify the

SEIU Local 1021

July 1, 2015 through June 30, 2019

grievance. Failure by the City to observe such time limits, unless extended, shall cause the grievance to be moved to the next level of the grievance procedure.

13.4 COMPENSATION COMPLAINTS

All complaints involving or concerning the payment of compensation after the effective date of this Memorandum of Understanding shall be initially filed in writing with the department head. Only complaints which allege that employees are not being compensated in accordance with the provisions of this Memorandum of Understanding shall be considered as grievances. Any other matters of compensation are to be resolved in the meet and confer process and, if not detailed in the Agreement which results from such meet and confer process, shall be deemed withdrawn until the meet and confer process is next opened for such discussion. No adjustment shall be retroactive for more than sixty (60) days from the date upon which the complaint was filed.

SECTION 14. HEALTH AND WELFARE BENEFITS

14.1 CAFETERIA PLAN OF BENEFITS

The City shall maintain a Cafeteria Plan of Benefits account for each employee.

14.1.1 CAFETERIA PLAN OF BENEFITS FOR EMPLOYEES HIRED PRIOR TO JULY 1, 2012

Effective the first full pay period in July 2015 through the last pay period in December 2015, the City shall credit the benefits account of each employee hired prior to July 1, 2012, based upon their eligible and elected coverage, each pay period, in the amounts as listed below:

CATEGORY*	AMOUNT PAID PER PAY PERIOD July 1, 2015 – December 31, 2015
Single Employee	380.38
Employee + One Dependent	712.82
Employee + More than One Dependent	908.66
* The City increased each category in the Cafeteria Plan by an amount equal to the cost of Life Insurance premiums	

Effective the first full pay period in January 2016 through the last pay period in December 2016, the City shall increase each category of the Cafeteria Plan listed above by the entire sum of the premium rate increase for the year 2015 for the CalPERS Kaiser Medical Plan and will credit the benefits account of each employee, based upon their eligible and elected coverage, each pay period, in those amounts

SEIU Local 1021

July 1, 2015 through June 30, 2019

Effective the first full pay period in January 2017 through the last pay period in December 2017, the City shall increase each category of the Cafeteria Plan listed above by the entire sum of the premium rate increase for the year 2016 for the CalPERS Kaiser Medical Plan and will credit the benefits account of each employee, based upon their eligible and elected coverage, each pay period, in those amounts.

Effective the first full pay period in January 2018 through the last pay period in December 2018, the City shall increase each category of the Cafeteria Plan listed above by the entire sum of the premium rate increase for the year 2017 for the CalPERS Kaiser Medical Plan and will credit the benefits account of each employee, based upon their eligible and elected coverage, each pay period, in those amounts.

Effective the first full pay period in January 2019 through the last pay period in December 2019, the City shall increase each category of the Cafeteria Plan listed above by the entire sum of the premium rate increase for the year 2018 for the CalPERS Kaiser Medical Plan and will credit the benefits account of each employee, based upon their eligible and elected coverage, each pay period, in those amounts.

14.1.2 CAFETERIA PLAN OF BENEFITS FOR EMPLOYEES HIRED AFTER JULY 1, 2012

Effective the first full pay period in July 2015 through the last pay period in December 2015, the City shall credit the benefits account of each employee hired after July 1, 2012, based upon their eligible and elected coverage, each pay period, in the amounts as listed below:

CATEGORY*	AMOUNT PAID PER PAY PERIOD July 1, 2015 – December 30, 2015
Single Employee	327.53
Employee + One Dependent	622.46
Employee + More than One Dependent	799.41
* The City increased each category in the Cafeteria Plan by an amount equal to the cost of Life Insurance premiums	

Effective the first full pay period in January 2016 through the last pay period in December 2016, the City shall increase each category of the Cafeteria Plan listed above by 90% of the premium rate increase for the year 2015 for the CalPERS Kaiser Medical Plan and will credit the benefits account of each employee, based upon their eligible and elected coverage, each pay period, in those amounts.

Effective the first full pay period in January 2017 through the last pay period in December 2017, the City shall increase each category of the Cafeteria Plan listed above by 90% of the premium rate increase for the year 2016 for the CalPERS Kaiser Medical Plan and will credit the benefits account of each employee, based upon their eligible and elected coverage, each pay period, in those amounts.

SEIU Local 1021

July 1, 2015 through June 30, 2019

Effective the first full pay period in January 2018 through the last pay period in December 2018, the City shall increase each category of the Cafeteria Plan listed above by 90% of the premium rate increase for the year 2017 for the CalPERS Kaiser Medical Plan and will credit the benefits account of each employee, based upon their eligible and elected coverage, each pay period, in those amounts.

Effective the first full pay period in January 2019 through the last pay period in December 2019, the City shall increase each category of the Cafeteria Plan listed above by 90% of the premium rate increase for the year 2018 for the CalPERS Kaiser Medical Plan and will credit the benefits account of each employee, based upon their eligible and elected coverage, each pay period, in those amounts.

14.1.3 CAFETERIA PLAN OF BENEFITS FOR ALL EMPLOYEES

The Cafeteria Plan shall include the following benefits options (and includes the PERS Minimum Employer Contribution for health care):

- Health Care insurance (employee must select this option unless evidence of comparable coverage from another source is provided)
- Dental insurance with a maximum annual dental benefit of \$1,500 per year
- Vision care
- Life insurance and Accidental Death and Dismemberment insurance (employee must select this option)
- Long-term disability
- Dependent care (Child Care, etc.) assistance reimbursement of costs: Dependent care expenses must qualify in accordance with the regulations set forth in Internal Revenue Code paragraph 129. The amount designated for dependent care assistance by an individual employee may not exceed the maximum amount established by the Internal Revenue Code during each taxable year.

An employee may select more benefits than covered by the amount credited to their account by the City. The additional cost for such benefits shall be deducted from the employee's check in pre-tax dollars.

Any unused cafeteria plan benefit will be cashed out to the employee through payroll and reported as additional compensation for income tax purposes.

Probationary employees shall be placed on the rolls of the various insurance plans as soon as possible pursuant to insurance company policies.

Employees shall be eligible to receive flu shots and poison oak shots, and the City shall pay the cost of such shots. The City shall choose the medical clinic at which such immunizations will be administered.

14.2 MEDICAL WAIVER AND HEALTH IN LIEU

Eligible employees who are able to secure health insurance coverage through their spouse or other source with benefits comparable to those provided through City sponsored plans may waive coverage under the City sponsored plans and may, in lieu of receiving medical insurance, elect to receive a biweekly payment equal to the Cafeteria Plan of Benefits single employee credit amount shown in Section 14.1. The employee will sign a waiver form provided by the Finance Department. Employees choosing coverage at a later time by one of the City sponsored plans will be subject to the requirements of the health insurance provider chosen by the employee(s).

SEIU Local 1021

July 1, 2015 through June 30, 2019

Employees selecting a medical waiver shall also continue to have the option of selecting benefits other than medical insurance under the cafeteria plan as outlined above in Section 14.1.

Any unused Cafeteria Plan benefit will be cashed out to the employee through payroll and reported as additional compensation for income tax purposes.

SECTION 15. RETIREMENT BENEFITS

15.1 PERS RETIREMENT

15.1.1 RETIREMENT BENEFITS FOR EMPLOYEES HIRED PRIOR TO JULY 1, 2012 – TIER 1 PENSION PLAN

On July 1, 2003, the City implemented an increase in the retirement benefits for eligible employees through the California Public Employees Retirement System (PERS) to a 2.5% at 55 with single highest year and survivor continuance plan and shall maintain said plan for the duration of this Memorandum of Understanding for employees hired prior to July 1, 2012. Such plan will be known as the City of Sausalito Tier 1 Pension Plan. On the effective date of the 2.5% at 55 retirement plan, the City increased salaries of bargaining unit members by eight percent (8%) in-lieu of payment of the employee's portion of the PERS contribution as provided under a plan which qualifies under Internal Revenue Code Section 414(h)(2). The employee shall pay the eight percent (8%) employees' required contribution towards the PERS retirement.

The parties agree that bargaining unit members will contribute through payroll deduction the PERS premium for the 1 Year Final Average Compensation enhanced PERS benefit.

15.1.2 RETIREMENT BENEFITS FOR EMPLOYEES HIRED AFTER JULY 1, 2012 – TIER 2 PENSION PLAN

The parties agree to create a second tier pension formula for bargaining unit members hired on or after July 1, 2012. The plan shall include the following major benefit provisions:

Retirement formula 2% at 55;

- 2% COLA;
- Survivor continuance plan
- 3 year final average compensation;

Such plan for bargaining unit members hired on or after July 1, 2012 will be known as the City of Sausalito Tier 2 Pension Plan. The employee shall pay the seven percent (7%) employees' required contribution towards the PERS retirement.

15.2 RETIREE MEDICAL BENEFIT

15.2.1 RETIREE MEDICAL BENEFIT

Employees who retire from City service under the provisions of the California Public Employees Retirement System may continue receiving health insurance under the City's Health Insurance Plans if they so elect. If there are any payments due to the City under this Section, such payments must be received by the Finance Department no later than the 10th of the month for the month so covered.

15.2.2 (A) RETIREE MEDICAL BENEFITS FOR EMPLOYEES HIRED PRIOR TO JULY 1, 2012 WITH LESS THAN OR EQUAL TO THREE YEARS OF SERVICE WITH THE CITY OF SAUSALITO

Current employees who have been members of the California Public Employees Retirement System through June 30, 2012, and who have less than or equal to three (3) years of service with the City of Sausalito will be entitled to an annual contribution of \$1,000 to their designated 457 Deferred Compensation Plan in lieu of relinquishing their prior Retiree Medical Benefit under preceding MOUs. Such contribution will on June 30 of the ensuing fiscal year following the completion of that full year of service. There will be no proration of this contribution in lieu of Retiree Medical Benefit for employees who sever service prior to June 30 of each fiscal year.

15.2.2 (B) RETIREE MEDICAL BENEFITS FOR EMPLOYEES HIRED PRIOR TO JULY 1, 2012 WITH GREATER THAN THREE YEARS OF SERVICE WITH THE CITY OF SAUSALITO

Current employees who have been members of the California Public Employees Retirement System through June 30, 2012, and who have more than three (3) years of service with the City of Sausalito; and then, through the City of Sausalito work for a total of twenty (20) or more years, and who are of the age of fifty-five (55) years or more upon retirement, shall continue to have the cost of Kaiser, employee-only monthly health insurance premium provided by the City and paid in full by the City until death. Should the retiree select a more expensive plan, the retiree shall pay the difference. However, the retired employee shall be required to pay one hundred percent (100%) of the cost for his/her spouse and eligible dependent children if he/she desires to continue them on the policy. The spouse and eligible dependent children may continue on the policy after the death of the employee, providing the spouse pays for such continuance. All retiree medical benefits will be coordinated with Medicare and Medicaid to achieve the greatest cost savings to the City with no diminishment in the quality of medical service provided to the retiree and with no increase in cost to the retiree.

Alternatively, employees who have been members of the California Public Employees Retirement System through the City of Sausalito for twenty (20) or more years, and who are of the age of fifty-five (55) years or more upon retirement, may, in lieu of City-paid medical coverage, opt to receive a cash payment equal to the lesser of \$175 per month or the PERS Kaiser rate applicable to the retiree.

After July 1, 2012, employees hired prior to July 1, 2012 and who have accumulated greater than three (3) years of service with the City of Sausalito may, within the ensuing thirty (30) days and no later than July 31, 2012, may relinquish their Retiree Medical Benefit in this section and opt to receive an in lieu annual contribution of \$1,000 to their designated 457 Deferred Compensation Plan. Such option is irrevocable. The City, at its sole discretion reserves the right to extend the option period, and/or re-offer this option to referenced employees.

SEIU Local 1021

July 1, 2015 through June 30, 2019

15.2.3 RETIREE MEDICAL BENEFITS FOR EMPLOYEES HIRED AFTER JULY 1, 2012

Employees who retire from City service under the provisions of the California Public Employees Retirement System may continue receiving health insurance under the City's Health Insurance Plans if they so elect. If there are any payments due to the City under this Section, such payments must be received by the Finance Department no later than the 10th of the month for the month so covered. Employees hired after July 1, 2012 are not entitled to any other Retiree Medical Benefits.

15.3 RETIREE SICK LEAVE CONVERSION

Employees who retire with a PERS retirement may convert unused accumulated sick leave to additional service credit at the rate of .004 years for each day of sick leave or be paid in cash for maximum of sixty (60) days (480 hours for employees working the "5-80" schedule, or four hundred fifty (450) hours for employees working the 37½ hour schedule) of sick leave and convert the remaining unused balance (excluding the number of days paid in cash) to additional service credit as specified immediately above.

15.4 457 DEFERRED COMPENSATION PLAN

Employees may elect to contribute to the City's 457 plan through a salary reduction over twenty-six (26) pay periods. The maximum amount contribution shall be governed by the Internal Revenue Service regulations related to 457 plans.

SECTION 16. RECLASSIFICATIONS

At any time an employee believes the duties of his/her position have changed materially, the employee may submit a reclassification request, in writing, to the City Manager. The reclassification request shall be in narrative form, comparing the employee's current duties with the duties specified in the position job specification, a copy of which shall be attached. The reclassification request should also contain the employee's recommended classification. The employee should provide a copy of the reclassification request for the department head.

After considering the reclassification request, if the City Manager believes the request is appropriate, the City Manager will reallocate the position to a different class, provided the reclassification can be accomplished within budget limitations. If the City Manager does not believe the reclassification request is appropriate, or in the event there are budget limitations, the employee will be so informed, in writing. The employee, through the Union, may request a meeting with the City Manager to discuss the reasons for rejecting the request.

Nothing in this Section shall preclude a department head from recommending a reclassification for a department position.

In order to be considered as part of the budget process, reclassification requests should be submitted during the months of January and February.

SECTION 17. EDUCATIONAL REIMBURSEMENT

The City will reimburse employee receipted costs for tuition, fees and books incurred by attending educational programs/classes which are directly related to the present or known future needs of the City. In order to be reimbursed for such costs, the employee must submit the written request for reimbursement at least ten (10)

SEIU Local 1021

July 1, 2015 through June 30, 2019

working days prior to beginning the program/class, to the employee's department head for approval by the City Manager, and the employee must attain a passing grade of "C" or better, or a "pass" in a pass/fail program. For programs where a passing grade is not provided, presentation of a certificate of completion will be required.

Reimbursement shall be made for each employee up to two thousand dollars (\$2,000) per fiscal year. Educational reimbursement shall be prorated for employees working fewer than forty (40) hours, per week. The educational reimbursement benefit is not available to employees working fewer than twenty (20) hours per week.

An employee who has already exhausted his/her \$2,000 per fiscal year educational reimbursement benefit may request additional funding authorization from the City Manager. Provided that the City Manager is assured that sufficient educational funds are available for the remainder of the fiscal year for all other employees in the unit, and the educational activity is an appropriate expenditure for the requesting employee, the City Manager may authorize some or all of the additional educational reimbursement funding requested by the employee.

SECTION 18. CLOTHING, UNIFORM AND BOOT ALLOWANCES

18.1 CLOTHING AND UNIFORM ALLOWANCE

The City shall reimburse newly appointed employees to the Public Works Department in the position classifications of Public Works Supervisor, Public Works Foreperson, Fleet Maintenance Coordinator, Maintenance Worker II, Maintenance Worker I, Lead Custodian, Custodian, Landscape Worker II and Landscape Worker I for the full cost of a uniform consisting of one (1) jacket, four (4) shirts, and four (4) trousers upon presentation of the new uniforms and accompanying receipt. Commencing the fiscal year after issuance of the initial uniform allowance, the City shall reimburse employees in these position classifications for the full cost of not more than one (1) new jacket, four (4) new shirts, and four (4) new trousers per year for those worn out in service upon presentation of the unserviceable uniforms, new uniforms and accompanying receipt.

18.2 BOOT ALLOWANCE

Employees in the above classifications, as well as the Building Inspector, Civil Engineer II and the Sewer Systems Coordinator shall receive a protective footwear benefit. The protective footwear shall be:

1. Provided to each eligible employee at no cost to the employee through a retailer of the City's choice;
2. At least American National Safety Institute approved steel-toed safety footwear; however, depending on the job/function performed by the employee, the City may require an employee to wear other types of protective footwear which may include: metatarsal guards, electrostatic dissipative footwear, conductive footwear, electrical hazard footwear, or sole puncture resistant footwear;
3. The employee's choice of "Red Wing" brand, or a comparable brand quality;
4. Replaced at the direction of the City and may be replaced at the request of the employee to his/her department head. A department head denial of replacement of protective footwear may be appealed to the City Manager; and

5. Worn only when performing work for the City: i.e., the City shall not be required to purchase or replace protective footwear when such footwear is damaged or worn out by an activity that is not associated with City employment.

SECTION 19. COMMUTER CHECK PROGRAM

The City is enrolled in the Commuter Check program and pays fifty percent (50%) of the cost of vouchers used for commuting (not to exceed forty dollars \$40 per month per employee).

SECTION 20. MISCELLANEOUS PROVISIONS

20.1 JOB ANNOUNCEMENTS

The City agrees to timely post announcements of jobs for which the City is recruiting on bulletin boards located in City Hall and the Corporation Yard.

20.2 PART-TIME PRO-RATION

All employees working a regular work schedule of twenty (20) or more hours per week, but less than forty (40) hours, shall be entitled to prorated benefits provided herein, computed on the ratio of each such employee's hour of work compared to forty (40) hours per week.

20.3 CLASS B DRIVER'S LICENSE

If an employee is required by state law to obtain and/or maintain a current Class B driver's license in order to perform his or her duties, when necessary to obtain or renew the Class B license, the City shall pay the cost of a physical exam required for the employee to obtain and/or maintain the Class B driver's license and the City shall also pay the difference in cost imposed by the DMV between a Class B Driver's License and a Class C driver's license. The employee shall make his or her best good faith efforts to have the physical exam administered by his or her health insurance plan or such other provider so that the cost to the City is as low as possible.

20.4 DOT DRUG TESTING

Effective January 1, 1996, the City has instituted the Drug Testing Policy set forth as Exhibit A to this Agreement.

20.5 EMPLOYEE EYEGLASSES

Employee eyeglasses required to be worn on the job which are destroyed while on duty and as a result of the proper and appropriate use of the eyeglasses will be replaced by the City up to a maximum cost of three hundred fifty dollars (\$350) to the City per set of eyeglasses.

20.6 LABOR / MANAGEMENT MEETINGS OUTSIDE NEGOTIATIONS PROCESS.

During the term of the Agreement, the City and SEIU agree that consultation meetings may contribute to improved employer-employee relations. Meetings may be requested by either party. The party requesting the meeting shall submit a proposed agenda. With the agreement of the receiving party, a date, time and location of the requested meeting may be set

SEIU Local 1021

July 1, 2015 through June 30, 2019

20.7 PERFORMANCE EVALUATIONS.

If a unit member is eligible for a step increase and the performance evaluation has not been delivered to the member within sixty days of his or her anniversary, the member will receive the step increase retroactive to his or her anniversary.

SECTION 21. AFFORDABLE HOUSING

A labor – management committee will be formed to develop and present to the City Manager and City Council a report outlining employee concerns about the cost of housing and commuting. The committee may present information to the City Manager and City Council about how other jurisdictions address these issues.

SECTION 22. SEPARABILITY OF PROVISIONS

In the event that any provision of this Memorandum of Understanding is declared by a court of competent jurisdiction to be illegal or unenforceable, that provision of the Memorandum of Understanding shall be null and void, but such nullification shall not affect any other provisions of this Memorandum of Understanding, all of which other provisions shall remain in full force and effect. Should any provision be declared null and void, the parties shall meet and confer on the effect of such decision and the parties agree to seek alternative language and/or benefits.

SECTION 23. SEVERABILITY-PENSION REFORM

Upon the enactment of a State or Federal law or regulation which would allow the City to implement participation in Social Security Administration for new employees, the parties shall meet and confer on the effect of such decision and the parties agree to seek alternative language and/or benefits.

SECTION 24. SEVERABILITY-HEALTH CARE REFORM

Upon the a Federal law or regulation which would allow the City to implement Federal Health Care Reform, the parties shall meet and confer on the effect of such decision and the parties agree to seek alternative language and/or benefits.

SECTION 27. SCOPE OF MEMORANDUM OF UNDERSTANDING

Except as otherwise specifically provided herein, this Memorandum of Understanding fully and completely incorporates the understanding of the parties hereto and constitutes the sole and entire understanding between the parties on any and all matters contained herein; provided, however, that nothing herein shall prohibit the parties from changing the terms of this Memorandum by mutual written agreement.

It is understood and agreed that any benefits and/or working conditions within the scope of representation presently in effect and not modified by this Memorandum of Understanding shall remain unchanged until the City and the Union meet and confer.

This Memorandum of Understanding shall supersede all existing memoranda of understanding between the City and the Union.

SECTION 28. DURATION

This Memorandum of Understanding shall not take effect unless and until it is approved by the City Council of the City of Sausalito. Following such approval, this Memorandum of Understanding shall be effective July 1, 2015 except for those provisions of the Memorandum of Understanding which have been assigned other effective dates as hereinabove set forth, and shall remain in full force and effect to and including June 30, 2019, and shall continue thereafter from year to year unless at least ninety (90) days prior to the first (1st) day of July, 2019 or to the first (1st) day of July of any subsequent year, either party shall file written notice with the other of its desire to amend, modify, or terminate this Memorandum of Understanding.

SECTION 29. SIGNATURE PAGE

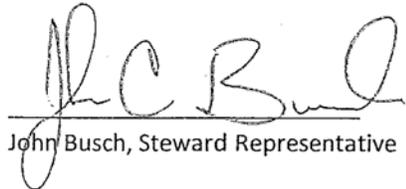
IN WITNESS WHEREOF, the parties hereby have executed this Memorandum of Understanding this

9/8/2015

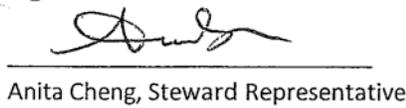
SEIU, LOCAL 1021



Michael Vioria, Field Representative



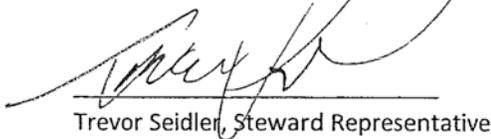
John Busch, Steward Representative



Anita Cheng, Steward Representative



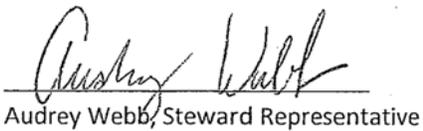
Peggy Gill, Steward Representative



Trevor Seidler, Steward Representative



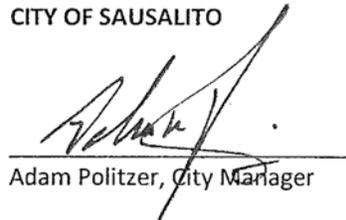
Alberto Viana, Steward Representative



Audrey Webb, Steward Representative

John Stead-Mendez, Executive Director

CITY OF SAUSALITO



Adam Politzer, City Manager

