

MEMORANDUM OF UNDERSTANDING

This MEMORANDUM OF UNDERSTANDING made and entered into this 1st day of July, **2013**.

BY AND BETWEEN

CITY OF SAN DIEGO

AND

SAN DIEGO MUNICIPAL EMPLOYEES
ASSOCIATION

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Parties to the Agreement

THIS MEMORANDUM OF UNDERSTANDING (MOU) is made and entered into on July 1, **2013**, by and between the City of San Diego (“City”), and the San Diego Municipal Employees’ Association (“MEA”).

Purpose

It is the purpose of this MOU, to promote and provide for harmonious relations, cooperation and understanding between Management and the employees covered by this MOU; to provide procedures for an orderly and equitable means of resolving any misunderstandings or differences which may arise under this MOU; and to set forth the understanding of the Parties reached as a result of good faith negotiations regarding wages, hours of employment and other terms and conditions of employment of the employees covered by this MOU. The Parties intend to jointly submit the MOU to the San Diego City Council (City Council) and recommend its approval and implementation.

Meet and Confer

The City and MEA agree to meet and confer during the term of this MOU only to the extent required by applicable law, and if agreement is reached in such meeting and conferring, to reduce such agreement to writing, sign and seek any required ratification, implementation, and/or approval.

ARTICLE 1

Recognition

Management formally recognizes the MEA as the exclusive representative for all employees in the Administrative and Field Support, Technical, Professional and Supervisory Units. This MOU applies to all classifications listed in Appendix A, and to any new classifications added to Appendix A during its term.

No classification shall be removed from the Bargaining Units exclusively represented by MEA during the term of this MOU, and Management shall not entertain any employee petition which seeks removal from this “represented” status.

ARTICLE 2

Implementation

- A. This MOU constitutes the mutual recommendation to be jointly submitted to the City Council and/or Civil Service Commission. It is agreed that this MOU shall be binding upon the Parties upon:
1. Ratification by MEA shall be done in a timely manner. MEA shall notify Management of the result of the ratification process no later than **June 5, 2013**.
 2. The City Council and Civil Service Commission formally acting by majority vote, to approve and adopt these articles within their respective jurisdictions, and
- B. The tentative agreement shall be submitted to the City Council and MEA for their action as soon as possible after agreement has been reached by the Management Team and MEA.

ARTICLE 3

Term

The term of this MOU shall commence at 12:01 a.m. on July 1, **2013**; provided, however, that the effective date of all changes affecting payroll shall commence the first full pay period that begins on or after July 1, **2013**. This MOU shall expire and otherwise be fully terminated at 11:59 p.m. on June 30, **2018**.

ARTICLE 4

Renegotiation and Reopeners

A. Renegotiation

1. MEA shall serve upon the City its full and entire written proposals for a successor MOU by **November 6, 2017**, with the exception of salary or other economic proposals which shall be presented no later than **January 12, 2018**. Upon receipt of such written proposals, meet and confer over **non-economic proposals** shall begin no later than **November 6, 2017**.
2. The City will serve upon MEA its full and entire written proposals for a successor MOU by **November 6, 2017**, with the exception of salary or other economic proposals. Meet and confer over **economic proposals** shall begin no later than **January 22, 2018** at which time the City will present its full economic proposal. If federal or state governments take action that has a direct effect upon the areas which fall within the scope of representation, the City or MEA may submit proposals concerning those areas at later dates.
3. If neither party has proposed a change to a particular Article in this MOU by **February 19, 2018**, that Article shall remain in full force and effect from the date it would have been terminated.
4. Unless otherwise agreed to, the Parties agree that final offers by MEA will be made no later than **March 28, 2018** and the City's final offers on **economic and non-economic proposals are due March 28, 2018**. Should there be impasse, MEA and the City agree to meet and exchange written statements of their respective positions regarding any issues, on **April 2, 2018**. If an impasses hearing before the City Council is necessary, it will be scheduled for **April 9, 2018**, unless fact-finding is triggered or the parties mutually agree on a different date.

B. Reopeners

1. Reopening of Negotiations Related to California Public Employment Relations Board (PERB) Proposition B litigation.

The parties acknowledge that four of the City's recognized employee organizations have filed a consolidated unfair labor practice charge with the California Public Employment Relations Board (PERB) related to Proposition B (PERB litigation). The parties acknowledge that the City and the four employee organizations involved in the PERB litigation have the right, under California Government Code section 3509.5 and other applicable law, to exhaust all appeals if

aggrieved as a result of a final decision by PERB. This right includes filing a writ of extraordinary relief with the California Court of Appeal and taking any other action in any court of competent jurisdiction that is authorized by law. Nothing in this Memorandum of Understanding (MOU) is intended to waive that right. If, in the PERB litigation, a court of competent jurisdiction, following exhaustion of all appeals, issues a final order or decision declaring Proposition B to be unlawful or invalid, in whole or in part, the parties to this MOU agree to reopen negotiations, upon request by a party, on that provision or aspect of Proposition B declared to be unlawful or invalid. If, in the PERB litigation, a court of competent jurisdiction, following exhaustion of all appeals, issues a final order or decision declaring Proposition B to be lawfully adopted, the parties to this MOU agree to reopen negotiations, upon request by a party, on any provisions or aspects of Proposition B not yet implemented. The parties agree that, regardless of the outcome of the PERB litigation or exercise of this reopener, the provisions regarding limitations to base compensation and to other pensionable pay components set forth in Article 21 will remain in effect.

2. Reopening of Negotiations Related to Death and Disability.

At the request of either the City or MEA during the term of this MOU, the parties will meet and confer over the implementation of a death and disability benefit for employees who are covered by the Interim Defined Contribution Plan.

3. Reopening of Negotiations Related to Health Care Benefits.

By no later than October 1, 2013, the parties will reopen negotiations on health care benefits for current employees. The purpose of the negotiations will be to determine if modification to the current Flexible Benefit Plan can result in lower out-of-pocket expenses for current employees. The negotiations will proceed with a two-step process as follows:

Step 1, the City and Union along with the City's other five recognized employee organizations to conduct a joint study which will review and analyze health care related subjects including:

1. Current plans for all employees
2. Potential plan design changes
3. Number of plans available to employees
4. Health Reimbursement Arrangement Accounts (HRA Accounts)
5. Number of health care providers for employees
6. The Affordable Health Care Act

7. Use of Voluntary Employees' Beneficiary Association (VEBA)
8. Restrictions on employee's ability to opt out of coverage
9. Wellness Program

Step 2, the parties will then meet and confer over the issue.

4. **Reopening of Negotiations Related to Citywide Rewards and Recognition.**

By no later than October 1, 2013, the City and MEA will begin a Rewards and Recognition Study to evaluate the current rewards and recognition programs and policies within individual City departments, and meet and confer over a standardized Citywide Rewards and Recognition Program that promotes positive morale and recognizes employee excellence.

5. **Reopening of Negotiations Related to the City's Employee Relations Resolution.**

By no later than October 1, 2013, the City and MEA, along with the City's other recognized employee organizations, will begin meet and confer over modifications to the City's Employee Relations Resolution contained in Council Policy 300-06 to comply with the Meyers-Milias-Brown Act as amended in August 1, 2012.

6. **Reopening of Negotiations Related to DROP.**

The City contends that the Deferred Retirement Option Plan (DROP) is an employment benefit subject to modification through the meet and confer process. Despite MEA's disagreement with this contention, the Parties agree that, during the term of this MOU, they will meet and confer over proposals to modify DROP to make DROP "cost free" to the City. The Parties acknowledge that the City's proposals will modify DROP to make DROP "cost free" as defined by the City and may include any and all aspects of DROP, including but not limited to, all of the DROP alternative plan design proposals set forth in a study by Buck Consultants presented by the City to MEA on March 14, 2012, or any variations of the alternative proposals which changes numbers or percentages reflected in the Buck study. However, by agreeing to meet and confer regarding proposals to modify DROP, MEA is not waiving its right to challenge any proposed modification to DROP on the basis that it may impair a constitutionally protected, individually vested pension benefit, or on any other ground. MEA further reserves its right to argue, despite any contrary assertion by the City, that the current unmodified DROP is, in fact, "cost free" within the meaning of reasonable actuarial principles and appropriate margins of error. Moreover, in agreeing to meet and confer regarding proposals to modify DROP, neither Party is waiving its rights to make any

legal arguments or pursue any legal action related to any proposed DROP modification.

In the event the City and MEA reach agreement on any modifications to DROP, these modifications will become effective on the date agreed upon. In the event the Parties fail to reach an agreement, any impasse hearing related to DROP will be conducted in accordance with Council Policy 300-06 on a date to be agreed upon by the Parties but in no event before January 1, 2013. However, any impasse hearing related to the Parties' meet and confer over DROP, including the aspects of DROP described above, will be separate from and not combined with any issues remaining for impasse in connection with the Parties' meet and confer process for a new MOU for Fiscal Year 2014.

7. Reopening of Negotiations Related to Non-Pensionable Compensation

Fiscal Year 2017: MEA may reopen this MOU solely to meet and confer regarding increases to non-pensionable compensation in Fiscal Year 2017 upon written request to the City's Human Resources Director on or before November 1, 2015. If MEA fails to provide a written request to the City by November 1, 2015, it waives its right to reopen the MOU. The parties understand and agree that MEA's right to reopen this MOU does not give the City the right to seek decreases to either pensionable or non-pensionable compensation for employees represented by MEA for Fiscal Year 2017. If MEA exercises this reopener, any impasse procedures required by the Meyers-Milias-Brown Act or City Council Policy 300-06 as stated on November 1, 2015, or as amended thereafter, will control.

Fiscal Year 2018: MEA may reopen this MOU solely to meet and confer regarding increases to non-pensionable compensation in Fiscal Year 2018 upon written request to the City's Human Resources Director on or before November 1, 2016. If MEA fails to provide a written request to the City by November 1, 2016, it waives its right to reopen the MOU. The parties understand and agree that MEA's right to reopen this MOU does not give the City the right to seek decreases to either pensionable or non-pensionable compensation for employees represented by MEA for Fiscal Year 2018. If MEA exercises this reopener, any impasse procedures required by the Meyers-Milias-Brown Act (MMBA) or City Council Policy 300-06 as stated on November 1, 2016, or as amended thereafter, will control.

ARTICLE 5

Grievance Procedure

A. Definitions.

1. A grievance is a claim or charge of misunderstanding, or difference in interpretation, or violation of provisions of the Civil Service Rules, the Personnel Manual, this MOU, or Management policies or regulations including, but not limited to, Administrative and Departmental Regulations which affect wages, hours, or other terms and conditions of employment.
2. Actions which are covered in the Management Rights Article of this MOU are not grievable, but this does not preclude employees or their representatives from consulting with Management about the practical consequences actions taken pursuant to the Management Rights Article may have on wages, hours, and other terms and conditions of employment. In addition, actions covered by another appeals process as described in the Civil Service Rules, Personnel Manual, or this Memorandum are not grievable and cannot be processed through this grievance procedure.
3. If the grievance system is abused by an unreasonable number of submittals by one individual or group and which are obviously designed to thwart orderly processing, or if the grievances are patently irrelevant or incomprehensible, such grievances will be rejected as non-grievable. The rejection is grievable.
4. Wherever applicable, the term “working days” means the actual work days of the individual on whom the time limits are imposed, excluding Saturdays, Sundays, and City holidays.

B. Policy.

1. Employees have the right to file grievances without jeopardizing their positions.
2. Employees may represent themselves or be represented by a steward designated pursuant to Article 6 of this MOU or be represented by MEA at any or all steps in the grievance procedure.
 - a. The employee has the right to the assistance of a steward and/or a MEA representative in the investigation, preparation and presentation of a grievance.
 - b. Employees may have no more than one City employee and one non-City employee as representatives for a grievance hearing. A person not acting as a representative may take notes or observe.
 - c. Notwithstanding any other provision of this MOU, an employee in a classification assigned to the Administrative and Field Support Unit, the Technical Unit, or the Professional Unit, may not select as a representative, an employee assigned to the Supervisory Unit. An employee in the Supervisory Unit may not select as a representative a supervisor in the

employee's chain of command, or a higher ranking supervisor in the same division. This restriction does not apply to stewards.

3. Grievances may be initiated by the employee, a steward, or by a formally recognized employee organization on the employee's behalf. If an employee chooses to have representation on any formal grievance concerning a matter that directly involves the interpretation or application of the specific terms and provisions of this MOU, the representation must come from MEA.
4. The employee's, steward's or MEA's first contact regarding job and working conditions is with his or her immediate supervisor and supervisors shall attempt to settle grievances informally at this level.
5. A grievance will normally be presented and processed on City time, and a grievant attending a grievance meeting on his or her own behalf on City time will not lose pay. In scheduling the time, place and duration of any grievance meeting, the employee, steward, or MEA Representative and Management will give due consideration to all the participants' responsibilities in the essential operations of the department. Management has the unequivocal right to schedule grievance hearings as convenient. Hearings may or may not be held during an employee's normal shift. No overtime pay will be given to the grievant. Representatives, witnesses, or other participants will receive overtime pay if ordered to be present by the Appointing Authority at a time outside their normal work hours.
6. Waivers and Time Limits.
 - a. Failure by Management to reply to the employee's grievance within the time limits specified in this Article automatically processes the grievance to the next level.
 - b. Any level of review, or any time limits established in this procedure, may be waived or extended by mutual agreement confirmed in writing.
 - c. If an employee fails to appeal from one level to the next level within the time limits established in this grievance procedure, the grievance shall be considered settled on the basis of the last decision and the grievance shall not be subject to further appeal or reconsideration.
 - d. By mutual agreement, the grievance may revert to a prior level for reconsideration.
 - e. If a grievant fails to appear for a scheduled grievance meeting, the failure to appear without an approved excuse by the Appointing Authority entitles Management to decide on the grievance without the presence of the grievant, or to schedule another meeting at that level (in which case the time requirements for hearing and decision are automatically waived). Failure to

appear at two meetings on the same grievance without an approved excuse automatically terminates the grievance and it is deemed denied. The grievance shall then not be subject to further appeal or reconsideration.

- f. When a grievant is on approved leave the time limits established in this procedure shall be suspended for the period of the leave.
 - g. No grievance shall be finally dismissed for an unexcused failure to appear at a scheduled hearing unless the grievant had been given twenty-four hours advance notice of the hearing.
7. Management shall provide MEA with copies of all grievances regarding this MOU filed by employees, within MEA Bargaining Units, who choose to represent themselves.
8. MEA agrees to pursue all claims of violation of this MOU through the grievance procedure. Resort to other remedies shall not be pursued until all steps of the grievance procedure have been exhausted. If the employee or MEA does resort to remedies outside the grievance process prior to its completion, the grievance process is automatically terminated. When MEA feels that an employee may be subject to immediate and irreparable harm, MEA will contact the Human Resources Department directly prior to initiating some other type of action. MEA may allow the Human Resources Department a reasonable period of time to address the grievance prior to initiating action outside of the City. Use of this procedure shall be deemed to exhaust the grievance procedure.

C. Procedures.

1. General.

- a. Management of the department has the responsibility to inform an employee of any limitation of a given level of Management's authority to fully resolve the grievance. In this regard, Management shall:
 - i. Supply the employee with the necessary and relevant information to process the grievance at the proper step of the grievance procedure.
 - ii. Advise an employee when any matter under submission is determined by Management as not grievable according to the definitions in section A. The "grievance" paperwork submitted by the employee shall be returned to the employee along with a memorandum explaining why the matter is not grievable and what alternative procedures, if any, the employee may follow to process his or her complaint. If a grievance is determined to be non-grievable, that decision may be appealed to the next step without reverting to a lower step. A decision favorable to the employee or MEA at

this step in the grievance procedure serves to reinstate the original grievance in whole. The grievance need not revert to a lower step.

- b. When a group of identical grievances develop, only one grievance form shall be submitted. The grievants may select not more than two spokespersons who will be their representative “grievants”. The acceptance of the decision by the spokespersons at any step (or final decision if the grievance moves to the Step 5) will be binding on all Parties.
- c. A grievance shall be recognized if it is brought to the attention of the immediate supervisor either informally or formally within ten (10) working days of the incident’s occurrence, unless an extension was approved by the City’s Human Resources Director.
- d. If the grievance is between the employee and his or her immediate supervisor, Step 1 may be to the employee’s next higher level supervisor.
- e. To be recognized, a grievance must state which policy, rule, regulation, etc., is involved in the matter and the nature of the remedy sought by the employee or MEA. In the event that the grievance is rejected for failure to state which policy, rule, regulation, etc., is involved, it may be amended by the grievant or MEA.

2. Steps.

Step 1: At the employee’s or MEA’s sole option, grievances may be presented to the supervisor either orally or in writing. If the complaint is presented orally, the procedure is informal and may be settled by an oral answer given within five working days to the employee and MEA representative. If the grievance is presented in writing, the procedure is formal, a meeting with the grievant and MEA shall be held, and the answer must be given in writing within five working days after the meeting at which the supervisor was given the written grievance.

Step 2: If the grievance cannot be resolved at Step 1, the employee or MEA may present the complaint in writing to the second level supervisor (if not done at Step 1) within five working days of the receipt of the Step 1 response. Within five working days of receipt of the grievance by the second-level supervisor, a hearing shall be held. The Management representative shall give a written decision to the employee and the MEA representative within ten working days after the hearing.

Step 3: If the problem is not resolved at Step 2, the employee or employee organization may submit the grievance to the Division Head within five working days of the receipt of Management’s written decision. Within ten working days of the receipt of the grievance, a hearing shall be held and the Division Head shall give a written decision to the employee and MEA representative within ten working days after the hearing. In smaller departments, this step is deleted.

Step 4: If the grievance is not resolved in Step 3, the employee or MEA may present the grievance to the Department Head within five working days of the receipt of Management's decision. Within ten working days of the receipt of the grievance, a hearing shall be held and the Department Head (or his or her designee) shall give a written decision to the employee and MEA representative within ten working days after the hearing. In non-managerial departments, this shall constitute the final resolution of a grievance involving Management policy or regulations.

Step 5: Final Resolution of Grievance. If the grievance is still in dispute after Step 4, the employee or MEA may request a further hearing by submitting the grievance to the Human Resources Director within five working days of receipt of Management's written decision. The Human Resources Director will determine whether the hearing will take place before the Civil Service Commission, on matters over which the Commission has authority, or before the Mayor or his or her designee. If it is determined that the hearing should be held before the Civil Service Commission, a fact-finding hearing to define the issues in the grievance will be held by the Personnel Director with the employee and/or MEA prior to the date set for the Commission hearing. The grievance may be settled during the fact-finding hearing, if a mutually acceptable solution is developed. If no mutually acceptable solution is reached, the Civil Service Commission will hear the grievance and the decision of the Commission shall be issued at its next regularly scheduled meeting following the hearing. In grievances answered by the Mayor or his or her designee, a hearing shall be held and a written response given within ten working days from the date of receipt of the appeal from Step 4. The employee or MEA may only request a hearing before the Civil Service Commission, on matters solely involving Civil Service Rules or the Personnel Manual. In non-managerial departments, this step shall constitute the final resolution of a grievance involving a violation of this MOU.

Step 6: Grievances arising out of the disagreement on interpretation or application of this MOU shall follow the City-wide grievance procedure. MEA may formally request to continue the grievance, not later than ten working days following receipt of the answer Step 5 of the grievance procedure by serving written notice upon the Human Resources Director. The Human Resources Director will refer the grievance to the City Council for hearing and decision.

ARTICLE 6

Stewards

A. General.

1. MEA may designate stewards to represent employees in the processing of grievances subject to the following rules and procedures:

- a. MEA and Management shall agree to a reasonable number of stewards within each facility.
- b. MEA shall furnish Management representatives on July 1 of each year with a written list identifying by name and assigned work areas all regular and alternate stewards, and the list shall be kept current by MEA.
- c. MEA will designate as stewards only employees who have passed an initial probation period and have been designated as permanent and have a satisfactory as their most recent performance evaluation. MEA will also designate, and the City will recognize, as stewards only employees currently assigned to classifications in the units represented by MEA, as listed in this MOU.
- d. Stewards may only function within the boundaries of their City approved area of MEA assignment. Stewards who are not on a current MEA submitted and City approved list of stewards shall not be recognized as stewards by the City and shall have none of the rights or privileges agreed to as a steward.
- e. A steward shall not be transferred, or changed to a different work shift without notifying MEA in advance. A prior notice to MEA shall not be construed as limiting Management in its prerogatives to transfer or change the work shift of a steward.
- f. Failure of a steward to abide by any of the provisions of this section may be cause for the City to revoke recognition of said steward. Prior to taking such action, Management will meet and consult with MEA.
- g. It is recognized by both parties that stewards' functions are necessary in maintaining sound employee-employer relations on the job.

B. Handling Grievances.

1. When requested by an employee who has a grievance, a steward, with permission of his or her supervisor, may investigate any grievance in his or her assigned work area and assist in its preparation and presentation.
2. After notifying and receiving approval of the immediate supervisor, a steward shall be allowed reasonable time off during working hours, without loss of time or pay to investigate, prepare and present such grievances. The immediate supervisor will authorize the steward to leave his or her work unless compelling circumstances require refusal of such permission, in which case, the immediate supervisor shall inform the steward of the reasons for the denial and establish an alternate time when the steward can reasonably be expected to be released from his or her work assignment.

3. When a steward desires to contact an employee at his or her work location, the steward shall first contact the immediate supervisor of that employee, advise the nature of the business, and obtain the permission of the supervisor to meet with the employee. The immediate supervisor will make the employee available promptly unless compelling circumstances prohibit the employee's availability, in which case the supervisor will notify the steward when he or she can reasonably expect to contact the employee within twenty-four hours.
4. A steward's interview or discussion with an employee on City time will be handled expeditiously.
5. MEA may appoint a Chief Steward or alternate who may act in instances where a job site steward is not available.

C. Discipline.

1. Stewards will also be provided with reasonable time to represent employees in actual disciplinary meetings and hearings between Management and the employee being disciplined subject to the provisions of Article 8.
2. Stewards involved in disciplinary actions will be allowed a maximum of two (2) hours to meet with employees to discuss disciplinary actions. In accordance with the procedure described in section B.2 above, the steward must arrange this time with his or her supervisor.

ARTICLE 7

MEA Access

- A.** Authorized MEA paid non-City employee representatives may be granted access to work locations in which employees covered by this MOU are employed, for the purpose of conducting grievance investigations and observing working conditions. Authorized MEA representatives seeking access to work locations shall first request access from the appropriate Management representative, at which time the MEA representative shall inform the Management representative of the purpose of the visit. The Management representative may deny access to a work location if in his or her judgment it is determined that a visit will unduly interfere with the operations of the department or facility. In that event, the Management representative will recommend an alternative time for the visit within the next twenty-four hours unless the Management and MEA representatives mutually agree on an alternative time for the visit. MEA representatives shall not unduly interfere with operations of any department during a visit. Representatives have the right to meet with employees during authorized coffee, rest, or lunch breaks at City facilities that may be available, in compliance with access procedures in this Article.

- B. Within thirty calendar days of the effective day of this MOU, MEA will give to Management a written list of all authorized representatives. The list shall be kept current by MEA. Access to work locations will be granted only to representatives on the current list.
- C. Authorized MEA representatives may be given access to non-security work locations during working hours to conduct grievance investigations and observe working conditions on the condition that MEA representatives will comply with the regulations established in this Article, and that MEA representatives shall not interfere with work operations of any department.

ARTICLE 8

Employee Representation

- A. An employee is entitled, upon his or her request, to representation, not to exceed one City employee and one non-City employee during each of the following proceedings. In addition, one observer may also attend if authorized by the Human Resources Department. Under no circumstances shall an employee suffer any retaliation or harassment if he or she requests such representation.
 - 1. During any investigatory or fact-finding meeting where there is a reasonable expectation, by the supervisor or the employee, that discipline might result. Such representation is not available in cases requiring immediate removal or suspension as defined in Civil Service Rule XI.
 - 2. During the required discussion of any document, including a Supplemental Employee Performance Report, written counselings, written warnings, reprimands, or note of counseling which are to be made part of the employee's permanent record and/or which may be used as a basis for subsequent discipline.
 - 3. During any Skelly hearings prior to the imposition of a suspension, reduction in compensation, demotion or discharge as outlined in Civil Service Rule XI.
 - 4. During the appeal hearing or appeal hearings of any disciplinary action.
 - 5. During the presentation of any grievance at any and all steps of the procedure described in Article 5 of this MOU.
- B. In all other instances, Management has the right to counsel employees as it deems appropriate without employee representation being present.
- C. Management shall give an employee, who is notified of a proceeding described in Section A. above advanced notice, including a reasonable amount of time to consult with his or her representatives and to prepare a response. (At the time of notice, Management shall also inform such an employee of his or her right to

representation.) An employee shall have the right to contact a representative for this purpose by the reasonable use of City facilities and while on City time so long as said meeting does not unduly interfere with the operation of the department or facility.

- D. The City employee representative shall not be an employee who is a subject of the same investigation or fact-finding.
- E. Once Management is notified that MEA represents an employee in any of the proceedings described in Section A. above, MEA will receive copies of all correspondence and notices sent to the employee related to the matter.

ARTICLE 9

Personnel Regulations

A. The following Personnel Manual Sections, Administrative Regulations (A.R.), and other official regulations shall be included in this MOU as if fully set out at this point. The provisions of such documents which affect wages, hours and other terms and conditions of employment which would otherwise be subject to meet and confer, shall not be changed.

1. Personnel Manual Index Codes.

- E-7, Transfers, Demotions, and Status Changes
- G-1, Code of Ethics and Conduct
- G-2, Permanent Appointment Probationary Periods
- G-7A, Employee Performance Review Program
- H-1, Bilingual Pay
- H-2, Holidays
- H-3, Out-of-Class Assignments
- H-4, Overtime Compensation
- H-5, Salary Status of Part-time Positions
- H-6, Shift Differentials
- H-7, Stand-by Pay
- H-8, Step Increases
- H-9, Starting Salary Upon Appointment
- I-2, Annual Leave
- I-9, Court Leave
- M-1, Apprenticeship Training

2. A.Rs.

- 45.10, Employee Transportation Authorization
- 63.00, Industrial Leave
- 70.30, Tuition Refund Plan
- 70.50, Administration of Vocational Rehabilitation Program

- 75.12, City Manager Vehicle Accident Review and Prevention
- 75.40, Administration of Light Duty Program
- 95.01, Overtime Compensation
- 95.60, Conflict of Interest and Employee Conduct
- 95.90, Unused Sick Leave and Accrued Annual Leave Reimbursement
- 95.91, Employee Recognition and Award Programs

3. Other Regulations and Procedures.

- a. Long Term Disability Plan (on file with the Office of the City Clerk)
- b. Smoking Policy (on file with the Office of the City Clerk)
- c. Council Policy 300-06, Employee-Employer Relations Policy (300-06)
- d. Civil Service Rule V, Layoff and Reemployment
- e. Civil Service Rule VII, Appointments

B. The City and MEA agree to meet and confer regarding any proposed modifications by the City to these documents which affect wages, hours, and other terms and conditions of employment during the term of this MOU. If agreement is not reached on the City's proposed modifications, the existing provisions of these documents that affect wages, hours, and other terms and conditions of employment shall remain in force through the term of this MOU.

ARTICLE 10

Personnel Practices

A. Employee Personnel Files.

1. An employee, or an MEA representative with the written consent of the employee, may inspect the employee's personnel files. The request to inspect files shall be granted at a time that is convenient to both Management and the employee. The inspection shall be made in the presence of an appropriate supervisor. If requested by the employee, copies of the record, or any portion thereof, may be provided to the employee, or anyone designated by the employee. Charges for these copies may be made in accordance with A.R. 95.20, Pricing and Furnishing City Documents.
2. An employee shall be entitled to read any statement on his or her work performance or conduct if such statement is to be filed. The employee shall acknowledge reading such material by affixing his or her signature on the actual copy to be filed, with the understanding that said signature merely signifies that the employee has read the material to be filed and does not necessarily indicate agreement with its content. If the employee chooses not to sign, the supervisor will sign, noting the employee's choice not to sign.

3. No disciplinary documents will be placed in an employee's permanent personnel file unless the procedure in Section 2 above is followed. Any documents placed in the employee's file in violation of this provision will be removed at the employee's request.
4. An employee may attach a rebuttal or explanatory statement to any written counseling, written warning, written reprimand, Annual Employee Performance Report, Supplemental Employee Performance Report, or Skelly document in an employee's permanent personnel file within a reasonable time after the document has been placed in the file.

B. Commendations.

1. All written commendations initiated by City Management shall be placed in the employee's permanent personnel file.
2. An employee may request that all commendations be entered as a permanent part of an employee's personnel file. Commendations may include such items as letters from the public, suggestion awards, educational or training honors, and civic club presentations.

C. Vacancies.

Neither party shall intimidate or encourage qualified eligibles from a certification list to waive appointment. Waivers shall be an employee decision only and shall normally be submitted in writing by the employee. Violations of this Section shall be subject to the grievance procedure.

D. Dismissal During Probation.

Probationary employees in classifications in these Units shall normally receive at least five working days notice of dismissal during probation, either through the performance report or other written notification.

E. Performance Reports.

1. Performance Reports will normally be given to an employee within fourteen calendar days after the close of the rating period. In no case shall the department give a Performance Report to an employee later than thirty working days after the close of the rating period without the prior approval of the Human Resources Department or non-managerial Department Head. Prior approval is required before the evaluation can be given to the employee more than thirty working days after the due date, but does not affect for the content of the evaluation. Failure to obtain prior approval gives rise to a grievance which MEA may present directly to the Human Resources Department or to the non-managerial Department Head.

- a. Employees will be informed when permission has been granted to give a Performance Report later than thirty working days after the close of the rating period.
- b. The approval for late Employee Performance Reports shall be submitted to the employee in writing, and shall include reasons for the delay and approval.
- c. An Annual Performance Report should not be prepared if the employee's performance has already been evaluated in "Supplemental Performance Reports" (Supplemental Performance Report or Supplemental) for the entire period which the Annual Performance Report would otherwise cover, as an additional Annual Performance Report would be unnecessarily cumulative. Where there has been one or more Performance Evaluation Reports or Reports during the year, however, an Annual Performance Report shall not re-state the information otherwise covered by the Supplemental or Supplementals, but may make a simple reference to the fact that the Supplemental or Supplementals have been issued during the year. The rating on the Annual Performance Report should fairly and accurately describe the overall performance of the employee during the months actually being described and evaluated in the Annual Performance Report. The fact that a Supplemental or Supplementals have been issued during the year shall not dictate or predominate in deciding the employee's overall rating. It is the intention of the Parties to give an employee the opportunity to overcome the deficiencies noted in the Supplemental Reports and to achieve an improved rating at the time of an Annual Performance Report.

2. Rating Performance Reports.

- a. Raters should remember that Employee Performance Plans are developed for positions, not personalities; that they should rate job performance, compared to the expected performance standards.
- b. Raters should assemble and review data gathered on an employee's performance throughout the rating period, such as production records, observations, draft documents, work product, commendations, citizen's complaints, and similar tangible evidence.
- c. The basis of evaluations should concentrate on facts and concrete instances of performance. Raters should focus on performance throughout the rating period, not merely on recent experience.
- d. An employee shall only be rated by the immediate supervisor. If the first line supervisor is unavailable, the next higher level supervisor will be the rater. The rater should consult with the OCA supervisor(s) during the rating period for input.

3. Supervisor-Employee Conference.

The supervisor should point out the employee's progress in performing job functions and meeting performance standards, achievements, areas in which improvement is necessary, why they are needed, how they can be accomplished with the supervisor's assistance, as well as any other performance information considered to be important. Because written counselings, written warnings, and written reprimands must be removed from an employee's file after a designated time period, they shall not be noted in an Annual Employee Performance report, however, the behavior that led to the discipline may be mentioned in the report.

4. Issuance of Supplemental Employee Performance Reports.

- a. Supervisors should provide regular feedback to their employees during the rating period. In instances where improvement is needed, the supervisor should provide guidance and assistance on how to improve so as to allow the employee an opportunity to raise his or her performance level to meet standards.
 - b. If it is determined that an employee will be issued a Supplemental Employee Performance report, the employee shall be provided reasonable advance notice of this meeting for the purpose of obtaining representation. However, this shall not be construed so as to require Management to delay issuance of a Supplemental Employee Performance report past an employee's probation period or transfer trial period end date.
 - c. Supplemental Employee Performance report shall include written comments as to what remedial action was discussed, what corrective action may have been taken, and a follow-up review date within ninety calendar days where appropriate.
 - d. In reviewing Supplemental Employee Performance reports, the Appointing Authority should determine if reasonable efforts have been made to assist the employee in meeting standards.
5. Employees who are on light duty shall still be evaluated. The light duty assignment will not interrupt or suspend the normal rating period for Employee Performance Reports. The usual performance standards shall be used for the time period that the employee was performing the full range of duties. For the period of time during which the employee was on light duty, the evaluation will cover the performance of the employee while on light duty. This may be done in a simple narrative form as an addendum to the usual form.

6. The rating period for an Employee Performance Report shall not exceed twelve months. The department will not retroactively evaluate employees beyond a twelve month period.

F. Citizen Complaints and Route Slips.

Employees will be notified of any citizen complaint or route slip in which they are identified by name or in which they can be identified by the City from the information received. The City shall be obligated to provide the necessary information related to any citizen complaint or route slip to authenticate the complaint and forward such authentication to MEA within ten days from when the City received such complaint or route slip. The City may redact the citizen's name from the complaint or route slip. If the complaint or route slip is resolved in the employee's favor, the complaint, together with all related documents, shall be removed immediately from the employee's personnel file or files, unless the employee requests in writing that the document be retained.

G. Transfer and Promotion.

Any employee receiving and accepting an offer of promotion or transfer will be released from the employee's current position in a timely fashion as mutually agreed to by the Appointing Authority and the employee.

H. Access to Information Regarding Employment.

MEA may bring to the attention of the Mayor, or his or her designee, the identity of any work location where employees do not have reasonable access to documents which affect or describe their terms and conditions of employment, including but not limited to this MOU, the Personnel Manual, Civil Service Rules, Departmental Instructions, Policies and Regulations, and relevant sections of the San Diego Charter (Charter) and San Diego Municipal Code (Municipal Code). The Mayor or his or her designee shall make a reasonable effort to remedy the situation in order that all employees have reasonable access to these documents.

I. Fact Finding.

1. Management shall give an employee who is the subject of the fact finding sufficient notice of its need to conduct a fact-finding session so as to allow the employee to obtain representation if he or she chooses.
2. A copy of the fact-finding questions will be provided to the employee and the employee's representative at the beginning of the fact finding session.
3. Employees will normally receive written notification of the results of any fact finding interview within thirty calendar days of the interview. Employees not receiving such notification may request the results of the fact-finding through the

Human Resources Director. The results shall be made available to the employee unless the Human Resources Director determines that extraordinary and extenuating circumstances require additional time in which case the employee will be given the reasons additional time is required and a projected date for conclusion of the fact finding process.

4. If the fact finding is not completed within one hundred twenty calendar days of the date the first interview with the subject took place, the employee may request through the Human Resources Director for the matter to be closed and no further action to be taken. Such approval will be granted unless the Human Resources Director determines additional time to complete the fact finding is warranted due to extraordinary and extenuating circumstances.

If it is determined that the results of the fact finding are that no further action is necessary, the notice of fact finding and the results of the fact finding shall not be placed in the employee's personnel file or files such that no evidence of the existence of the fact finding will remain in the employee's file or files.

5. No fact finding session will be tape-recorded without the express consent of all parties present in the session. If a tape is made pursuant to such consent, the party who makes the tape will provide a copy, within one working day, to any participant in the session who requests it.

J. Skelly Rights.

Management agrees to follow appropriate procedures during any Skelly hearings prior to the imposition of a suspension, reduction in compensation, demotion or discharge as outlined in Civil Service Rule XI.

K. Merit Increase.

Department Management will maintain records of merit increase recommendations and will notify employees in writing of decisions to recommend denial of merit increases.

L. Duplication of Discipline.

1. The City agrees that if an employee is disciplined for a specific act, that discipline shall be final for the particular act once the appeal process is complete.
2. This does not preclude the City from considering this discipline as part of the progressive disciplinary process and employee performance evaluation processes should any future discipline be necessary.

M. Documentation.

In connection with any proposed adverse action, the City shall provide the employee and/or his or her representative with all documentation related to the proposed action and/or the reasons for it, including but not limited to notes made in connection with any fact finding.

N. Notice of Appointment with Terms.

After a person is appointed to a position from an official Personnel Department (Personnel) Certification, the City shall provide the person with a notice which indicates the person's official appointment date, his or her job status, the starting salary and salary step upon appointment and length of probation.

O. Equity in Access to Opportunities.

1. Opportunities.

- a. Departments will ensure that training, out-of-class assignments, special assignments, and committee assignments will be offered fairly to division employees.
- b. Departments will also ensure that clerical employees will have equal opportunity to participate in appropriate city-wide or departmental meetings and committees, special events, awards ceremonies and other functions.

2. Communication.

To the extent practical, departments will communicate with employees about general criteria used for promotions and how they can better prepare themselves within their current classifications for promotions or career advancements. Such communications may be made through department or City publications, during staff meetings, or through special conferences with all employees.

ARTICLE 11

Use of City Facilities

- A.** MEA may, with the prior approval of Management, be granted the use of City meeting room facilities during non-work hours for meetings of City employees provided space is available, and provided further, that the meetings are not intended for organizational activities or membership drives of City employees.
- B.** Solicitation of membership and activities concerned with the internal management of MEA such as collecting dues, holding membership meetings, campaigning for office, conducting elections, and distributing literature to individual employees, shall not be conducted during working hours.

ARTICLE 12

Bulletin Boards

- A. The City will furnish, for the exclusive use of MEA, adequate bulletin board space at reasonable locations. Additional bulletin board space or locations may be made available by mutual agreement as additional changes occur in work site locations during the year. MEA representatives shall have access at any time to the bulletin boards. The boards and only these designated boards shall be used only for the following subjects:
1. Information on MEA elections and the results, Stewards' reports and notices.
 2. Reports of official business of MEA, including reports of committees or the Board of Directors.
 3. Scheduled MEA meetings and news bulletins.
 4. Any other written material which first has been approved by the Department Head.
- B. The City will look into areas where the space provided to MEA is being misused or vandalized.

ARTICLE 13

Mail Station

Management shall continue to provide MEA with a mail station at the Environmental Services Department at Ridgehaven. MEA agrees to continue to use this box and the City's interoffice mail system only for official communications with City Management and to respond to employee inquiries.

ARTICLE 14

Payroll Deductions and MEA Dues

- A. It is agreed that MEA dues shall be deducted bi-weekly by Management from the salary of employees when authorized by Council Policy 300-06, Employee-Employer Relations Policy, Section VI (B) who file with the City a written authorization requesting that such deductions be made. Remittance of the aggregate amount of all fees shall be made to MEA by Management bi-weekly at the conclusion of each pay period in which said fees and deductions were deducted.

- B. Dues shall be for a specified amount and shall be made only upon the voluntary written authorization of the employee. The authorization or cancellation of fees shall be made upon clearly marked cards provided by MEA.
- C. When an employee is in a non-pay status for an entire pay period, no dues withholding will be made to cover that pay period from future earnings nor will the employee deposit (with the City) the amount that would have been withheld if the employee had been in a pay status during that period. In case of an employee who is in a non-pay status during only a part of the pay period and the salary is not sufficient to cover the full withholding, no deduction shall be made.
- D. MEA shall indemnify, defend and hold the City against any claims or suits instituted against the City contesting the check-off of dues. In addition, MEA shall refund to the City any amounts paid to it in error upon presentation of supporting evidence.
- E. In the event of any concerted action authorized by MEA which encourages employees to withhold their services to the City, the City Council has the right, by resolution, to immediately cease the collection and remittance of dues and other deductions to MEA. Before invoking its rights under this paragraph, the City will notify MEA of its intention and meet to discuss the matter if requested by MEA.
- F. Upon request, Personnel shall provide MEA a list of new employees (department and classification).
- G. Such payroll authorization deduction form may, at the election of MEA, include a provision that the authorization is for a specific term. Under no circumstances will the City be required to enforce this provision.
- H. The City will not oppose MEA's efforts to pursue the establishment of additional lawful benefits for its members, including but not limited to affiliated institutions with all privileges and powers authorized by state and federal law.
- I. The payroll deduction provision in Council Policy 300-06, section VI (B) will be enforced.
- J. It is agreed that MEA fees for its prepaid insurance plans shall be remitted by the Risk Management Department (Risk Management) in the aggregate amount according to the following procedure:
 - 1. On the payday following the end of each pay period, Risk Management shall forward to MEA copies of the Flexible Benefits printout for MEA Dental and Vision Plans.

2. Risk Management shall audit and balance the reports and remit to MEA the aggregate amount shown as soon as feasible within City Auditor and Comptroller guidelines for processing Requests for Direct Payment.
- K. Management and MEA will meet and confer, without impasse, on computer access fees for CAPPS and Benefit Data Access.
- L. An agency fee provision requiring employees to become a member of MEA or to pay a service fee shall be implemented in the Professional and Supervisory Units effective on July 1, 2005, on the same terms and conditions as currently in effect for the Technical and Administrative Support and Field Service Units. In the event that the agency fee arrangement is terminated by a lawful vote of the employees in any bargaining unit, a modified agency fee shall be in effect for the duration of this MOU, such that each person hired to fill a position in the affected bargaining unit shall, as a condition of employment in that position, be required to become a member of MEA or to pay a service fee. The Memorandum Regarding Agency Shop between the City and MEA, executed on October 31, 2001, is hereby incorporated by reference into this MOU as if fully set forth in this MOU.

ARTICLE 15

Use of City Email System

MEA may use the City's email system to direct employees to information contained on MEA's website. MEA's email message for this purpose may include a link to MEA's website and it will not be a violation of City policies for an employee to click on the link in this email message and access the information to which he or she has been directed. No further use of or access to the City's email system is authorized unless the use pertains directly to the employee-employer relationship. Examples of this relationship include, but are not limited to: communicating with Management or Labor Relations, responding to disciplinary actions or appeals, submitting grievances, scheduling meetings, making requests for information, and communicating a tentative agreement for ratification purposes. MEA agrees to comply with all City policies on the use of City resources. For purposes of the communications permitted by this Article, the City agrees to provide MEA with a complete list of workplace email addresses for all employees in the Bargaining Units it represents, as well as a list of all applicable mail stations for represented employees, and to update these lists annually. The limitations of this Article become effective on the date the City provides MEA with this information.

ARTICLE 16

Rest Periods

- A. The City and MEA jointly endorse the practice of progressive management which recognizes that regular, authorized rest periods are beneficial both to employees personally and to the productivity of the organization.

B. Subject to work assignments and departmental requirements, department heads are authorized and encouraged to allow rest periods for employees within the limits of the policy outlined below:

1. Two fifteen minute rest periods (including “travel time” if the employee leaves the work area) shall be allowed during each eight hour workday (“travel time” means pedestrian travel or travel in the employee’s private vehicle). Employees working less than an eight hour work day shall also be given rest periods near the end of each consecutive two hours worked, including overtime, except in situations where public safety, public health or emergencies exist.
2. Subject to work assignments and department requirements, a rest period or a meal break should be allowed near the end of each two-hour period of work including overtime.
3. Since the purpose of granting the privilege of rest periods is to give relief from mental or physical fatigue, and consequently, to improve productivity, the following practices shall not allowed:
 - a. Combining two or more rest periods into one rest period;
 - b. “Saving” rest period time to justify extended lunch hours or shortened workdays;
 - c. Accumulating rest period time from day to day; and
 - d. Applying rest period time to compensatory or other time off, or in the considerations or computations concerned with overtime compensation.

ARTICLE 17

Work Schedules

- A.** If Management desires to make a change in work schedules, or geographic locations, Management will notify the employee five working days in advance of the proposed change. The notice will be in writing and state the reasons for the proposed change. In emergency situations, Management will not be required to give a five working days’ notice prior to changing a work schedule or location. The downtown area around the City Administration Building is considered one geographic location.
- B.** Any changes in the method of assigning employees to shifts or significant changes in work schedules shall be subject to meet and confer. **Departments with the concurrence of the Mayor or his or her designee have within their authority the right to modify their work schedules. MEA may meet with the**

Appointing Authority to discuss alternate work schedules and job sharing.
MEA may consult with Management on other matters that affect hours of work.

C. Shift Preference.

Any employee who wishes to change to a different work schedule or shift within his or her department may submit such request in writing to the department's personnel section or the authority who has the power to render a decision in these matters. Such requests will be considered by Management prior to filling a vacancy in the employee's position on the desired shift. In the event two or more employees are equally qualified to transfer to a vacant position and desire to do so, the employee with the most seniority in the department will normally prevail. Management may select someone other than the most senior employee if there are valid bona fide reasons for doing so. Seniority in this instance is defined as the longest continuous service in the class in the department. In the event two or more employees having the same length of service in the class in the department desire the vacant position, the tie shall be broken by overall length of City service.

D. Nothing in this MOU shall be construed to limit the authority of Management to make temporary assignments to different or additional locations, shifts or work duties for the purpose of meeting emergency situations over which the department has no control. Such emergency assignments shall not extend beyond the period of such emergency.

E. Any violation of this policy shall be grievable.

F. Definitions.

1. Workday is the number of hours an employee is scheduled to work in a twenty-four hour period.
2. Workweek is a period of one hundred sixty-eight consecutive hours (seven consecutive twenty-four hour periods) as determined by the Appointing Authority.
3. "Scheduled work week" is the employee's predetermined number of hours per workday and workdays per work week as established by the Appointing Authority.

G. Thirty calendar days prior to a Saturday or Sunday holiday, MEA and Management shall review the scheduling method for City departments. Efforts will be made to reduce scheduling disruption and employee inconvenience.

H. Management agrees that alternate work schedules (36/44) will be implemented for all MEA-represented employees in the Police Department who wish such alternate work schedule.

- I. The alternate schedules will be reviewed under the same conditions as the other existing alternate work schedules in the Police Department.
- J. Schedule alternatives to the traditional eight-hour day, five-day work week, such as the 4/10 or 44/36 schedules, may be approved for implementation based on justifications identifying operational efficiencies, productivity improvements or enhanced customer service. They may also be approved in cases in which there is no harm to departmental efficiency, productivity or costs, but will result in benefits for employees. Employees who telecommute may be eligible for alternative work schedules at the discretion of the Appointing Authority. Employees who work alternate work schedules may be eligible to telecommute at the discretion of the Appointing Authority.
- K. When the need to work outside normal or scheduled work hours is identified and authorized, and when Management directs the employee to adjust his or her work schedule to avoid overtime expense, Management will notify the employee, in writing, at least five working days in advance of any directed schedule change.
- L. When proper advance notice has been given, Management will then work with the employee to determine how the work schedule will be adjusted within the pay period to meet the needs of both the City and the employee.
- M. In the event that five working days' advance notice has not been given, whatever the reason, Management shall authorize overtime in accordance with Article 18, Annual Leave/Compensatory Time Off; Article 56, Overtime; and Personnel Manual Index Code H-4, Overtime Compensation.

ARTICLE 18

Annual Leave and Compensatory Time

- A. Appointing Authorities are responsible for arranging scheduled annual leave for vacations so that adequate personnel are available to carry on necessary City work.
- B. Insofar as is practicable, employees should be permitted to schedule annual leave for vacations and compensatory time off at times most acceptable to the employee. Annual leave for vacations shall be selected by employees within each division, section, or unit, as is applicable, based upon their seniority by class within the department. Employees who are transferred at their request, or promoted, may be required to modify their scheduled annual leave or compensatory time off for vacations.
- C. Employees should be encouraged to take regular annual leave vacations but they shall not be required to take annual leave vacations against their will. Employees may accumulate annual leave time in accordance with this MOU.

- D. Compensatory time may be accumulated up to a maximum of one hundred twenty hours during the fiscal year. However, accrued compensatory time shall be reduced to forty-five hours as of June 30 of each year unless an exception is granted by the Human Resources Department. This time frame may be modified in exceptional circumstances. However, based on workload and operational considerations, Department Heads or their designees may set a lower midyear accumulation limit after meeting and discussing the proposed limit with MEA.
- E. Any existing annual leave vacation scheduling method that is satisfactory with the employees shall remain in effect for the duration of this MOU. This is in lieu of the above mentioned scheduling method.
- F. Effective July 1, 1991, the maximum accumulation of annual leave for employees with fifteen or more years of service is seven hundred hours. For employees hired after July 1, 1993, the maximum accumulation of annual leave is three hundred fifty hours.
- G. Employees are eligible to receive “payment-in-lieu” of annual leave, regardless of the total number of annual leave hours the employee has accrued at the time of the request, up to a maximum payment of one hundred twenty-five hours per fiscal year.
- H. Cease to Accrue Provision.

Employees who reach their maximum permitted accumulation of annual leave on their anniversary date shall cease to accrue additional annual leave. Employees who expect to be in this situation may submit a written plan to reduce excess leave which will include time off and pay-in-lieu up to one hundred twenty-five hours per fiscal year as necessary. If the Appointing Authority denies the specific time off requested and provides no alternative time off which is acceptable to the employee, this cease-to-accrue provision shall not apply until such time as the employee is granted and takes the time off. It is the City’s intent to accommodate employees’ requests to use annual leave and avoid any loss of this benefit.

- I. Leave provisions included under sections J and K below will be accounted for separately.
- J. Pre-approved annual leave, sick leave, or compensatory time off properly used for personal, family or dependent illnesses will not be subject to disciplinary action.
- K. Approved, unscheduled annual or sick leave properly used for family, dependent, or domestic partner illnesses shall be considered as a separate category when reviewing employee performance with regard to attendance and absenteeism issues and shall not be subject to disciplinary action. Should the City, for good and sufficient reasons, determine that an employee is abusing this leave provision, the Appointing Authority may request a bona fide doctor’s statement from the employee to

substantiate the leave request or requests. Failure to provide documentation, by a mutually agreed upon date, to the Appointing Authority may subject the employee to disciplinary action in accordance with the City's Personnel Regulations.

- L. Criteria to be considered in determining leave abuse shall not be limited to stated department/division numerical standards, and must include, but not be limited to, length of service, prior attendance record throughout City career, reason for absence, past performance reports, harm to the work unit, leave balances, past discipline, as well as job classification and working conditions.
- M. If disciplinary action for employee leave abuse under this Article is proposed which deviates from these criteria, the Appointing Authority or his or her designee must obtain prior approval from the Human Resources Director.

ARTICLE 19

Bilingual Pay

- A. Any employee filling a position which is designated as requiring knowledge and use of Spanish, Korean, American Sign Language, Arabic, Farsi, Somali, Chinese, Indochinese or Tagalog language in the performance of his or her duties, and who has been certified as bilingual by Personnel shall be paid \$.70 per hour in addition to his or her regular salary.
- B. Dispatchers in Police and San Diego Fire-Rescue Departments (Fire-Rescue Department) who are regularly required to use Spanish, Korean, American Sign Language, Arabic, Farsi, Somali, Chinese, Indochinese or Tagalog language in the performance of their duties and have been certified as bilingual shall be eligible to receive an additional \$.70 per hour while filling positions authorized as requiring this skill by the department.
- C. Incidental Bilingual Pay.
 - 1. City agrees to pay bilingual compensation in the amounts specified in Sections A and B for the entire pay period to any eligible employee (Certified by Personnel or identified by Citizens Assistance) who is requested or directed by a supervisor or manager to provide translator services in a non-English language other than a language eligible for ongoing bilingual compensation (Spanish, Korean, American Sign Language, Arabic, Farsi, Somali, Chinese, Tagalog, or Indochinese languages).
 - 2. A statement attached to the Personnel Change Notice from a supervisor will serve as certification for bilingual pay for the pay period.

ARTICLE 20

Workplace Safety

A. The City agrees to make each workplace safe. The City also agrees to process, in an expeditious manner, work requests submitted to any City department or division intended to correct unsafe work places. The City agrees to process those work requests involving significant safety problems within thirty working days.

B. Weapon-Free Workplace.

MEA-represented employees are prohibited from possessing or storing firearms, even if lawfully owned, on the job or in City-controlled parking locations.

However, consistent with past practice, this prohibition is not applicable to the classifications of Senior City Attorney Investigator and City Attorney Investigator in the City Attorney's Office. Nor is this prohibition applicable to any MEA-represented employee in the Police Department who is authorized to do so by the Police Chief.

The City has stated its intent to adopt an A.R. on the subject of possession or storage of firearms and similar deadly weapons on the job or on City property and will meet and confer with MEA over any identified impacts. In any event, tools required or used on the job are not covered by this prohibition.

C. The City agrees to establish a joint safety committee in which MEA will be authorized to appoint three representatives to advise the Mayor in the area of safety and security at workplaces.

D. The City agrees to continue to develop and implement safety training programs for all employees whose job duties include the responsibility to enforce rules and regulations. In the development of such programs the City agrees to meet with MEA to discuss ideas.

E. The City agrees to provide one appropriate communication unit at each Park and Recreation Department (Park and Recreation) center identified by Park and Recreation Management as a security or high risk location. The City also agrees to provide such a communication unit to other Park and Recreation employees identified by Park and Recreation Management whose duties require them to visit or inspect security or high risk locations.

F. The City agrees to support the initiation and passage of appropriate legislation to establish that assault on a Park and Recreation employee is a felony. The City also agrees to convene a meeting to include MEA and an appropriate representative of the Office of the City Attorney to identify and/or establish appropriate procedures and guidelines to offer legal support for a Park and Recreation employee threatened or assaulted while on duty.

- G. In compliance with applicable federal and state laws, Management will continue to provide all employees in those classifications whose job responsibilities include the handling, storage or disposal of hazardous materials, with guidelines, training and annual certification, as required.
- H. The City agrees to continue the efforts being made to reduce or eliminate repetitive motion injuries and to provide a safer, healthier work environment regarding repetitive motion injuries. The City also agrees to continue its practice of addressing issues and concerns which MEA brings to Management in furtherance of this objective.
- I. The City will investigate every report of an alleged threat as defined in A.R. 97.10, Threat Policy. The City will make its best efforts to protect, support and counsel employees who have been threatened during the course of employment.
- J. The City agrees to provide appropriate safety gear for job classifications required to open and/or inspect live sewer manholes.
- K. In the event of power outages, water shut-off, building-wide restroom closures and other such events that seriously impact the health and safety of employees, the City shall:
 - 1. Notify employees of the problem, what actions are being taken to rectify it and the projected time when it will be fixed;
 - 2. Provide reasonable alternate accommodations to meet employees' restroom needs and to eliminate other health or safety hazards created by the event; and
 - 3. Allow non-emergency employees to leave work if reasonable alternate accommodations cannot be provided and the event has not been rectified after three hours.
- L. Departments with emergency employees will execute their emergency plans to cover these situations.

ARTICLE 21

Salaries

A. General Salary.

- 1. **During the term of this MOU, consistent with San Diego Charter section 70.2, no base compensation, defined as base salary or wages paid on a regular bi-weekly basis for services performed, for any classification will be increased to an amount higher than the base**

compensation for that classification set forth in the 2011 Fiscal Year Salary Ordinance (San Diego Ordinance No. O-19952, adopted on May 4, 2010). Exhibits A and B to the 2011 Fiscal Year Salary Ordinance, which are both related to the base salaries for the Classified Service, are attached to this MOU and incorporated into this MOU. Exhibit A sets forth the base salaries for the Classified Service. Exhibit B sets forth the Classified Service Classes and Standard Rates. The parties agree that there will be no increases to the base salaries for the classifications set forth in Exhibit A and B during the term of this MOU. The parties further agree that the creation of any new classifications during the term of this MOU must be consistent with San Diego Charter section 70.2(c).

2. The parties further agree that, consistent with San Diego Charter sections 70.1 and 70.2(b), during the term of this MOU, no new compensation will be added to the 2011 Fiscal Year Earnings Code Document, Exhibit K, which sets forth Wage Types Included in the Pensionable Wage Base, attached to this MOU and incorporated into this MOU.
3. Notwithstanding these agreements, the parties acknowledge that individual employees may receive promotions during the term of this MOU under the authority of San Diego Charter section 124 and all applicable Civil Service Rules, Personnel Regulations, and other provisions. Further, the parties acknowledge that individual employees may receive an increase in pensionable compensation, within the limits set forth in the 2011 Fiscal Year Earnings Code Document and Exhibit A or Exhibit C to the Fiscal Year 2011 Salary Ordinance, under the authority of San Diego Charter sections 130 and all applicable Civil Service Rules, Personnel Regulations, and other applicable provisions.

Employees will remain eligible for all other current forms of compensation, including but not limited to step advances on the salary schedule, career advancement opportunities, certification and registration pay.

B. Furlough and Pay Deduction.

1. Effective July 1, 2013, there will be the following Furlough and Pay Deduction modifications:
 - a. Except as provided in subpart c. below, reduce 52 hours of mandatory furlough to 26 hours.
 - b. Reduce the current 3% pay deduction for Hourly employees to a 1.25% pay deduction.

- c. **Eliminate all 52 hours of mandatory furlough for the following classifications:**

**Cal-ID Technician
Crime Scene Specialist
Criminalist I
Criminalist I (DNA)
Criminalist II
Criminalist II (DNA)
Dispatcher I
Dispatcher II
DNA Technical Manager
Document Examiner I
Document Examiner II
Document Examiner III
Fire Dispatch Administrator
Fire Dispatch Supervisor
Fire Dispatcher
Interview and Interrogation Specialist I
Interview and Interrogation Specialist II
Interview and Interrogation Specialist III
Latent Print Examiners I
Latent Print Examiners II
Parking Enforcement Officers I
Parking Enforcement Officers II
Parking Enforcement Supervisor
Police Code Compliance Officer
Police Code Compliance Supervisor
Police Dispatch Administrator
Police Dispatch Supervisor
Police Dispatcher
Police Investigative Aide II (Latent Print Examiner Aide)
Police Investigative Service Officers I
Police Investigative Service Officers II
Police Lead Dispatcher
Police Property and Evidence Clerk
Police Records Clerk
Police Records Data Specialist
Police Records Data Specialist Supervisor
Police Service Officers I
Police Service Officers II
Property and Evidence Supervisor**

**Public Works Dispatch Supervisor
Public Works Dispatcher
Senior Parking Enforcement Supervisor
Senior Police Records Clerk
Senior Police Records Data Specialist
Senior Property and Evidence Supervisor
Special Events Traffic Control Supervisor
Special Events Traffic Controller I
Special Events Traffic Controller II
Supervising Cal-ID Technician
Supervising Crime Scene Specialist
Supervising Criminalist
Supervising Criminalist (DNA)
Supervising Latent Print Examiner**

2. A pro-rata adjustment in the number of furlough hours shall be made for those employees who work half and three-quarter time, and for any employee hired after the beginning of a fiscal year.
3. Each employee will schedule his or her furlough hours in the same manner as annual leave is presently scheduled pursuant to Article 18 of this MOU. The City agrees that each employee must be allowed the opportunity to take furlough hours off before the end of each fiscal year covered by this MOU. The Parties intend that this furlough program will be conducted on terms that are fair and reasonable to each employee while permitting the City to carry on necessary work. In the event of any dispute over a department's or division's handling of employees' requests to schedule their furlough days, the City's Human Resources Director will have the authority to hear and direct the department or division to resolve the dispute in keeping with the letter and spirit of the Parties' agreement.
4. Effective July 1, 2014, there will be the following Furlough and Pay Deduction modifications:
 - a. Eliminate the remaining 26 hours of mandatory furlough for all classifications.
 - b. The remaining 1.25% pay deduction for Hourly employees will be eliminated and the City will begin making an additional .5% contribution to SPSP-H for each Hourly employee which the employee is not required to match. These employees may voluntarily contribute up to an additional .5%. Regardless of the employee's voluntary contribution amount, the total required City contribution for Hourly employees will be 4.25% effective July 1, 2014.

5. **Effective July 1, 2015, the City will begin making an additional 1.75% contribution to SPSP-H for each Hourly employee which the employee is not required to match. These employees may voluntarily contribute up to an additional 1.75%. Regardless of the employee's voluntary contribution amount, the total required City contribution for Hourly employees will be 6% effective July 1, 2015.**

C. Special Assignment Pay.

1. Dispatcher Training Pay.

Dispatchers shall receive \$.90 per hour additional pay while actually functioning in a training capacity as part of a formal training program approved by the Human Resources Department.

2. Three-Wheel Motorcycle Pay.

Parking Enforcement Officers and Parking Enforcement Supervisors shall receive \$.90 per hour additional pay when assigned to three-wheel motorcycles.

3. Grounds Maintenance Supervisor and Greenskeeper Supervisor Pay.

Grounds Maintenance Supervisor and Greenskeeper Supervisor positions which are required to supervise Equipment Operators I on a continuous basis shall receive approximately 14 percent additional pay.

4. Asbestos Containment Team Pay.

- a. Employees assigned to the Asbestos Containment Team (ACT) shall receive \$1.25 per hour additional pay while actually performing asbestos containment work. This will include training and team meetings. Only volunteers will be assigned to this Team. Members of the Asbestos Team will receive the above premium pay for the entire pay period when assigned to the above activities.

- b. Employees performing technical work only in areas where asbestos is present shall wear respirator protection and any other safety equipment as directed by the Asbestos Management Program staff. In addition, assignments made under the aforementioned conditions shall be mandatory and said employees shall be eligible for the additional \$1.25 per hour. Prior to wearing a respirator, all employees shall receive respirator training and a medical clearance.

- c. MEA will be allowed to monitor the work of the **ACT** on an occasional basis.

5. Police Records Data Specialists in Police Department.

Police Records Data Specialists assigned to the Police Records Division shall receive an additional 10 percent of their base pay as special assignment pay whenever assigned by the Police Department to perform duties which had previously been performed by Senior Police Records Data Specialists.

6. Confined Space Entry Pay.

Employees in MEA bargaining units who are assigned to confined space entry teams shall receive 5 percent special assignment pay for each pay period in which the employee was required to assist with, supervise, and/or make one or more permit required confined space entries. The term "confined space" is defined as those spaces which meet the CAL OSHA confined space criteria. A space classified by the City as a permit-required space may be reclassified as a non-permit confined space if the permit space poses no actual or potential atmospheric hazards and if all hazards, as defined by CAL OSHA, within the space are eliminated without entry into the space. It is also the City's intent to provide dry suits and Hepatitis-B shots for employees so assigned.

7. Class A or B License.

Employees directed to obtain a Class A or B license or who possesses a Class A or B license and are directed to drive a commercial vehicle requiring the Class A or B license when the possession of a Class A or B license is not a minimum requirement for the employee's classification will receive \$.50 per hour special assignment pay. The special assignment pay shall be paid for each day the employee was directed to and did drive a commercial vehicle. The City shall pay the medical and licensing fees required to obtain the Class A or B license.

8. Police Department Dispatchers I and II (911 Operators).

Dispatchers I and II assigned as 911 Operators in the Police Department Phone Room shall receive an additional 5 percent of their base salary as special assignment pay.

9. PSO Training Pay.

Police Service Officers assigned to perform Field Training Officer duties shall receive \$.90 per hour additional pay while actually functioning in a training capacity.

10. Laboratory Technicians and Biologist II positions in Public Utilities Department who are directed to perform duties requiring a Vector Control Technician Certificate shall receive an additional \$1.25 per hour for each pay period the duties are performed. Effective December 20, 2003, this pay shall increase to \$1.10 per hour. On December 19, 2004, it shall increase to \$1.25.

11. Forensic Specialists will receive 5 percent Permanent On-Call pay which is not time dependent and is meant to compensate for being on-call essentially all the time. This 5 percent shall be added to base salary and become compensation earnable for retirement purposes. Forensic Specialists are no longer eligible for Stand-By-Pay pursuant to Personnel Manual Index Code H-7.

12. Crime Scene Response Pay.

- a. Classifications assigned to Crime Scene Response will receive Crime Scene Response Pay at 15 percent of base pay. Designated classifications in the Police Department will be assigned to a weekly rotation with no more than seven positions being eligible for any given day. The classes include: Supervising Criminalist, Criminalist I and II, Interview and Interrogation Specialists I, II, III, Latent Print Examiner I and II, Latent Print and Forensic Specialist Supervisor and Forensic Specialist.
- b. The incumbents shall receive the 15 percent of base pay of additional compensation for each day they are on crime scene standby, calculated based on the forty-hour workweek divided over seven days. Incumbents in the above classifications receiving stand-by-pay pursuant to Personnel Manual Index Code H-7 are not eligible to simultaneously receive the Crime Scene Response Pay.

D. Registration Pay for Engineers.

1. Senior, Associate, Assistant and Junior level engineers in the disciplines of Civil, Communication, Corrosion, Electrical, Land Survey, Mechanical, Structural and Traffic Engineering, Principal Survey Aide, Project Officer I and II, Development Project Managers, and Senior Engineer - Fire Protection shall receive approximately 15 percent additional pay for state registration. Assistant, Associate and Senior Communication Engineers who possess the National Association of Radio & Telecom Engineers certification as Engineering Class 1 or Engineering Class 2, shall be eligible to receive the additional pay. Additionally, Engineers in the discipline of corrosion who obtain and maintain the National Association of Corrosion Engineers CP Level 3 – Cathodic Protection Specialist Certification in lieu of the State registration shall be eligible to receive the additional pay.
2. Senior, Associate, Assistant and Junior level engineers in the Structural engineering discipline shall receive approximately 5 percent additional pay for possession of a State Structural license.
3. Chemical Engineer.

Hazardous Materials Program Manager, Supervising Hazardous Materials Inspector, Hazardous Materials Inspector I, II, III, Hazardous Materials/Pretreatment Trainee, Wastewater Pretreatment Inspector I, II, III and Wastewater Pretreatment Program Manager shall receive approximately 5 percent additional pay for state registration as a Chemical Engineer.

4. Engineering Geologist.

Senior and Associate Engineering Geologist (Option Title), Engineering Geologist (Option Title), Assistant Engineering Geologist (Option title), and Development Project Manager I, II, III shall receive approximately 5 percent additional pay for each of the following: state registration as a Geologist and state registration as an Engineering Geologist.

5. Landscape Architect.

Park Designer shall receive approximately 15 percent additional pay for possession of a state Landscape Architect license.

6. Licensure and Certification Verification.

Employees in the Engineer classifications shall be eligible for additional pay after upon presenting evidence that they possess current, valid State of California engineer registration in the discipline or disciplines appropriate for their classification.

7. In the event that an employee in Engineer classifications is eligible for more than one registration or special license pay, he or she will be eligible for the additional pay associated with each up to a total limit of 15 percent except as noted in Sections B and D which receive a total of 20 percent.

E. Salary Calculations.

1. The City agrees to establish the salaries for new classes and calculate special salary adjustments so as to achieve internal salary relationships specified by the Civil Service Commission. Salaries shall be set to the nearest percent per hour using normal rounding procedures and must be compatible with all applicable payroll and personnel data processing systems.
2. The City will make every effort to ensure that the new payroll system has sufficient flexibility to allow further refinements in differentials and salary calculations.
3. In the new employee salary schedule, "B" step will be eliminated for new hires beginning July 1, 1994. Employees hired after July 1, 1994 will move from "A" step to "C" step after one year. This represents an increase of approximately 10

percent. Current employees (hired prior to July 1, 1994) will continue with the present five step salary schedule in present and future positions.

F. Grade V Certification Pay for Water Operations Supervisors.

Water Operations Supervisors who obtain a Water Treatment Operator Grade 5 certificate from the State of California Department of Health Services shall receive approximately 5 percent additional pay. Employees shall be eligible for this additional pay upon presenting evidence that they possess a current, valid State certification.

G. Certification Pay for Police Department Dispatchers.

Police Dispatchers, Police Lead Dispatchers, and Police Dispatch Supervisors shall receive 5 percent additional pay for their P.O.S.T. Basic Dispatcher Course Certificate. Dispatchers I and II, who are assigned as 911 Operators in the Police Department Phone Room, shall also receive this 5 percent additional pay for their P.O.S.T. Basic Dispatcher Course Certificate.

H. Ranger/Diver EMT Pay.

Effective July 1, 2005, hourly Ranger/Divers, permanent full-time Ranger/Divers I and II, and Ranger/Diver Supervisors who are EMT certified shall receive an additional 8.5 percent of base pay.

ARTICLE 22

Retirement

A. Retirement Contribution Offsets

Effective July 1, 2013, the City will not pay any retirement contribution offsets on behalf of any employee.

B. Retirement Benefits for Employees Initially Hired on or After July 20, 2012, subject to Article 4.B.1.

On October 1, 2012, the City Council approved an agreement between the City and MEA on the terms for an interim defined contribution plan under San Diego Charter sections 140 and 150 for employees initially hired on or after July 20, 2012 who are ineligible for the City's defined benefit plan, subject to Article 4.B.1. The agreement is attached as Exhibit/Appendix G and is incorporated into this MOU, and controls over any contradictory language in this MOU for those employees initially hired on or after July 20, 2012.

C. New Pension Plan for Employees Hired on or after July 1, 2009 but, subject to Article 4.B.1, before July 20, 2012.

1. In accordance with the July 24, 2008 Memorandum of Agreement between the City and MEA, a new pension plan for MEA-represented non-safety employees hired on or after July 1, 2009, is established. This plan will **apply** to all non-safety employees hired on or after July 1, 2009 **but, subject to Article 4.B.1, before July 20, 2012**, whether unclassified, **represented by MEA**, unrepresented, or represented by another union,.
2. The new pension plan terms for non-safety employees hired on or after July 1, 2009 **but, subject to Article 4.B.1, before July 20, 2012, are** as follows:

a. Defined Benefit Plan

1) Retirement Factors

Age 55: 1.00%	Age 60: 2.00%
Age 56: 1.25%	Age 61: 2.12%
Age 57: 1.65%	Age 62: 2.24%
Age 58: 1.758%	Age 63: 2.36%
Age 59: 1.874%	Age 64: 2.46%
	Age 65: 2.6%

2) Final Average Compensation.

The age-appropriate retirement factor will be applied to the average of the three highest years of compensation earned at any time during the employee's employment with the City. A "year" will be defined as it is presently in the Municipal Code. The right to retire at age 55 with **20** years of service or **at** age 62 with ten years of service remains unchanged.

3) Cap.

The defined benefit **that** results from this formula **is** capped at 80% of the employee's final average compensation.

4) City and Employee Contribution Rates.

Contribution rates to be paid by the City and participating employees will be set by the San Diego City Employees Retirement System (SDCERS or Retirement System).

b. Defined Contribution Plan.

A mandatory contribution of 1% will be paid into the defined contribution plan by both the City and the participating employee. Additional voluntary employee contributions, with no City match, will be permitted to the extent otherwise allowed by law.

c. Retiree Medical Trust.

1) A 0.25% mandatory City contribution and a matching 0.25% employee contribution will be paid into a Retiree Medical Trust.

2) The City will establish a Retiree Medical Trust and will engage in further meet and confer to determine collaboratively the details related to (1) the manner and means of administering **the** Trust, and (2) the nature and scope of the benefits to be available and on what terms. Additional voluntary employee contributions, with no City match, will be permitted to the extent otherwise allowed by law.

d. No Participation In The City's Supplemental Pension Savings Plan.

Employees **hired on or after July 1, 2009** will not participate in the City's SPSP. However, the City's current 401(k) and 457 Plans will remain available to employees **hired on or after July 1, 2009** on the same terms as are available to employees **hired before July 1, 2009**.

D. 2005 Retirement Benefit Plan Changes.

1. Purchase of Service Credit.

Employees hired on or after July 1, 2005, are not eligible for the purchase of service credit ("airtime") in the San Diego City Employees' Retirement System (SDCERS or Retirement System), except for credit for up to five years of military service. Article 4, Division 13 of the Municipal Code **has been** revised to reflect this change.

2. "13th Check" Supplemental Benefit.

Employees hired on or after July 1, 2005, are not eligible to receive the "13th Check" supplemental benefit set forth in Municipal Code Sections 24.1502(c) **and** 24.1503.

3. DROP.

Employees hired on or after July 1, 2005, are not eligible for the DROP.

4. Calculation of Service Retirement Allowance.

The only service retirement allowance calculation formula for employees hired on or after July 1, 2005 **and, subject to Article 4.B.1, before July 20, 2012, will** be 2.5% at age 55 for General Members and 3.0% at age 50 for Safety Members. Article 4, Division 4 of the Municipal Code **has been** revised to reflect this change. For employees hired before July 1, 2005, the retirement allowance calculation formula will remain as currently provided under Article 4, Division 4 of the Municipal Code.

E. Retiree Health Benefits.

Notwithstanding any provision in this MOU to the contrary, the retiree health benefits for employees who retire on or after April 1, 2012 are determined by the City's MOU (including amendment with MEA), which the City Council adopted by San Diego Ordinance O-20134 (February 17, 2012) and amended by San Diego Ordinance O-20169 (June 26, 2012), and by Chapter 2, Article 9 of the San Diego Municipal Code.

The following paragraphs E.1 through E.3. are provided solely for historical purposes and have no effect where in conflict with the retiree health MOU.

1. Effective July 1, 2002, a "Health Eligible Retiree," as defined in the Municipal Code, will have the applicable Medicare eligible or non-Medicare eligible insurance premiums paid for the Health Eligible Retiree-only insurance, or the Health Eligible Retiree will be reimbursed the actual cost incurred from the Medicare eligible or non-Medicare eligible retiree-only premium up to the maximum amount allowed in Division 12 of the Municipal Code. Division 12 of the Municipal Code will be amended to set the maximum amounts to be paid on behalf of or reimbursed to a Health Eligible Retiree for retiree-only Medicare eligible or non-Medicare eligible health insurance premiums based on the premium for the City-sponsored PPO plan for Fiscal Year 2003 and annually adjusted thereafter based on the Centers for Medicare & Medicaid Services, Office of the Actuary, projected increase for National Health Expenditures for the full year period ending in the January preceding the start of the new plan year; such adjustment shall not exceed 10 percent for any given year. The maximum amount of monies reimbursed to Health Eligible Retirees will be 100% of such Medicare-eligible or non-Medicare eligible retiree-only premium. Pursuant to this provision the based monthly maximums are established for Fiscal Year 2003 as follows:

- 1) For Non-Medicare eligible retirees: \$489.16
- 2) For Medicare eligible retirees: \$460.67

2. Health Eligible Retirees may choose to participate in a **City**-sponsored health insurance plan or any other health insurance plan of their choice
3. Additionally, the Retirement System will reimburse the Part B Supplemental Medical Expense Premium for those Health Eligible Retirees enrolled in Medicare.

F. Disability Income Offsets

The Disability Income Offset provision is eliminated. There will be no reduction of retirement benefits if the retiree has other income.

G. Purchase of Service Credit

A five-year purchase of service credit provision is established effective January 1, 1997. Under this provision, **a Member hired before July 1, 2005**, may purchase up to five years of service credit by paying both employee and employer contributions in an amount and manner determined by the SDCERS Board to make the Retirement System whole for such time. In addition, Members retiring on or after January 1, 1997, may purchase probationary periods, Military and Veterans Code leaves, waiting periods for the 1981 Pension Plan, actual time worked hourly or part time, special leaves without pay occurring prior to January 1, 1997, the difference in time between part time and full time prior to January 1, 1997, Long Term Disability (LTD), Vocational Rehabilitation Maintenance and Temporary Total Disability, Family Medical Leave Act periods, special leaves of absence with job to be saved periods and any period preceding reinstatement by the Civil Service Commission following a termination appeal.

H. DROP.

1. **The Deferred Retirement Option Plan (DROP) is established effective April 1, 1997 for all employees hired before July 1, 2005. Employees hired on or after that date are ineligible for the DROP as set forth in San Diego Municipal Code section 24.1402.1.**
2. DROP provides an alternative form of benefit accrual while allowing a Member to continue working for the City. During the DROP period, a DROP participant retains all rights, privileges and benefits of being an active City employee, except as specifically modified in **Chapter 2, Article 4, Division 14 of the Municipal Code**, and is subject to the same terms and conditions of employment including disciplinary actions up to and including termination. The Member continues to be eligible for the active employee Flexible Benefits Plan for the classification, and is not eligible for Retiree Health Benefits until the Member terminates **City employment**. Under DROP, a monthly service retirement allowance along with any Cost of Living Adjustment increases, Supplemental Benefit checks and any adjustments to such payments applicable

to retirements effective on the date the Member entered DROP are **credited to the Member's DROP Account in the SDCERS Trust Fund**. These SDCERS benefits are calculated as if the Member were retiring on the date the Member enters the DROP. The Member's contributions to the Retirement System cease. The Member and the City each contribute 3.05% of the Member's salary each pay period that the Member participates in DROP. The Member's contribution is made on a pre-tax basis pursuant to Internal Revenue Code Section 414(h)(2). These **employer and employee contributions are credited to the Member's DROP Account in the SDCERS Trust Fund**, and are distributed to the DROP participant upon termination of employment. No withdrawals may be made from DROP Account until the Member completes or terminates his or her DROP period **and terminates City employment**. Interest will be credited to the Member's DROP account at a rate determined by the SDCERS Board. The Member is 100% vested in **his or her DROP Account at all times**. A DROP participant who becomes disabled may apply for conversion of his or her deferred retirement allowance to a disability **retirement** allowance calculated at the date of entry into DROP. A Member who participates in DROP irrevocably designates a specific consecutive period of months for participation, not to exceed **60** months. The Member must terminate City service at the end of the designated period.

I. Benefit Plan Changes Before July 1, 2005

1. For retirements effective on or after January 1, 1997, the 50% continuance is available to the spouse to whom the Member was married on the date of retirement. The requirement that the Member be married to his or her spouse at least one year prior to retirement for the spouse to receive the 50% continuance is eliminated.
2. The surviving spouse of a Member who is killed while in the performance of duty is entitled to continued health coverage as provided in California Labor Code section 4856.
3. The Industrial Disability Benefit for General Members is increased from 33-1/3 percent to 50 percent of final compensation for retirements effective on or after January 1, 1997.
4. The modified special death benefit provided to the surviving spouse of a Member killed in the line of duty is amended to eliminate the requirement that the benefit be discontinued if the spouse remarries. Any benefit terminated to such spouse as a result of remarriage shall be reinstated effective January 1, 1997.
5. MEA General Members.
 - a. Change of Retirement Calculation Factors for City General Members

The Retirement Calculation Factors used to calculate a General Member's allowance will increase to the levels shown below (the "New Factors") for all retirements effective on or after July 1, 2002, unless the General Member elects, before retirement, to have his or her allowance calculated using the Old Factors (2% at age 55, etc., with 10% added to the Member's Final Compensation) or the Corbett Factors (2.25% at age 55, etc). The New Factors will apply to all City employees who join the Retirement System after June 30, 2002, and their allowances will be capped at 90%. The 90% cap will also apply to: (1) General Members who joined the Retirement System on or before June 30, 2002, except as provided below; and (2) General Members who participated in the Retirement System on or before June 30, 2002, who left City employment but are rehired by the City on or after July 1, 2002.

<u>Retirement Age</u>	<u>Benefit</u>
55-59	2.50%
60	2.55%
61	2.60%
62	2.65%
63	2.70%
64	2.75%
65 and older	2.80%

Any General Member whose allowance as of July 1, 2002 is 90% or more using the New Factors may continue to accrue benefits above the 90% cap until December 31, 2002. The General Member's allowance will be capped at that time.

- i) Any General Member who joined the Retirement System before July 1, 2002 may continue to accrue benefits above the 90% cap using either the Old Factors or the Corbett Factors. If the Member selects one of these options, the Member's allowance will not be capped, and the Retirement System will refund to the Member, at retirement, any excess contributions the Member made to fund the New Factors.
- ii) Any General Member who joined the Retirement System before July 1, 2002, and reaches the 90% cap by choosing the New Factors, may continue to accrue benefits above the 90% cap until December 31, 2002, at which time the Member's Retirement Calculation Factor and creditable service are capped; the Member's final compensation is not capped. On January 1, 2003, the Member must choose one of the following options:
 - i. If the Member is eligible for a service retirement on January 1, 2003, he or she may:
 - 1. Continue working and contributing to the Retirement System,

2. Enter DROP, or
 3. Retire.
- ii. If the Member is not eligible for a service retirement on January 1, 2003, he or she may:
1. Continue working and contributing to the Retirement System, or
 2. Enter the Cap Program. If the Member enters Cap Program, the Member will stop contributing to the Retirement System, and will instead contribute 3.05 percent of his or her base compensation, biweekly at the end of each pay period, to a Cap account established for the Member. The City will match these contributions. The Member may continue participating in the Cap Program until he or she first becomes eligible to retire, at which time the Member must either enter DROP or retire.
 3. A Cap Program participant who becomes disabled while participating in the Cap Program is eligible to apply for disability retirement benefits. If the Cap participant's application for disability retirement is ultimately approved by the Retirement Board, his or her disability retirement benefit will be calculated using the participant's age, creditable service and final compensation as of the day he or she began participating in the Cap Program.
- iii. A General Member may exceed the 90% cap if the Member:
1. Applied to purchase creditable service on or before June 5, 2002, and thereafter signed the contract to purchase that time;
 2. Was hired at age 24 or younger; and
 3. Will exceed the 90% cap because of the creditable service he or she applied to purchase on or before June 5, 2002. The Member may not exceed the cap by creditable service that he or she applied to purchase after June 5, 2002.
 4. When a Member who meets the conditions of Section 2, k, iii, 3 first becomes eligible for a service retirement, his or her Retirement Calculation Factor and years of creditable service will be capped at that time, even if the Member continues to work and contribute to the Retirement System. The Member's final

compensation will not be capped. When eligible to retire, the Member may:

- a. Continue working and contributing to the Retirement System;
- b. Enter DROP; or
- c. Retire.

b. General Member's SDCERS Contribution Rate Change.

On December 20, 2003, General Members' contribution rates to SDCERS will be increased by an approximate additional 0.53%.

c. Eligibility for Industrial Disability Retirement Change.

A General Member may be eligible for an industrial disability retirement if it has been medically determined that the General Member has become psychologically or mentally incapable of performing his or her normal and customary duties as a result of a violent attack on the Member with deadly force, such as a shooting or stabbing that causes great bodily injury, and that resulted in a nervous or mental disorder. The violent attack must occur on or after July 1, 2000, and such application for industrial disability retirement must be submitted before July 1, 2005. This provision shall sunset on June 30, 2005, and no such applications may be made after that date.

ARTICLE 23

Volunteers

- A. The City's Volunteer Program is governed by City Council Policy 300-01.
- B. City Council Policy 300-01 defines authorized volunteers as individuals who perform services without pay and have completed and signed a volunteer participation agreement which has been accepted by a City department.
- C. Volunteers are to be utilized only to supplement or augment the work performed by MEA-represented employees without decreasing bargaining unit work or displacing existing MEA-represented employees.
- D. Departments participating in the City's Volunteer Program shall utilize volunteers to perform tasks related and limited solely to the volunteer programs.

ARTICLE 24
Limited Appointments

Management agrees not to fill permanent, full-time, one-half time or three-quarter time budgeted positions with employees serving on limited appointments except in extraordinary circumstances. Management intends to use limited appointments to fill hourly positions, positions funded by the State and federal government, and full-time budgeted positions in which the incumbent employee is on a leave of absence.

ARTICLE 25
Performance Incentives

A. Performance Pay.

1. The City may grant an Exceptional Merit Cash Payment to any employee at “E” Step who receives a meets standards on his or her most recent Performance Evaluation within the units represented by MEA. It is understood and expressly agreed to by the Parties to this MOU that any employee receiving a payment under this provision shall not acquire any future rights to receive any future payment of salary beyond the employee’s base salary.
2. The Appointing Authority may grant an employee who meets standards on his or her most recent Performance Evaluation up to three days special leave with pay in recognition of a specific instance of exceptional performance.

B. Exceptional Merit Increases.

1. Employees with a meets standards Performance Evaluation may be granted an Exceptional Merit Increase for a maximum of a one-step increase to the next consecutive step within the salary range, unless in conjunction with a normal merit increase where a maximum two-step increase would be permitted. Exceptional Merit Increases, not done in conjunction with a normal merit increase, will be effective at the beginning of a pay period and can be no earlier than the pay period in which the supervisor delegated the responsibility by the Appointing Authority signs the document.
2. MEA may discuss problems in the Exceptional Merit Cash Payment Program with the Human Resources Department. Management shall provide MEA an opportunity to review awards quarterly.

ARTICLE 26
Copies of the Agreement

MEA may obtain copies of this MOU from the City by reimbursing the City for their cost. The City agrees to provide MEA with 3,600 free copies of this MOU without charge.

ARTICLE 27

Rehabilitation and Employee Assistance Programs

- A. MEA agrees to cooperate with efforts by Management to conduct voluntary rehabilitation programs for employees having physical or mental disabilities; however, such agreement does not preclude MEA from representing its members.
- B. MEA and Management support the Employee Assistance Program (EAP) and both Parties agree to encourage, if appropriate, employees with personal problems to participate in EAP.
- C. The purpose of EAP is to help employees who have personal problems to obtain professional assistance and treatment when necessary. Participation in EAP will be entirely voluntary. City will not take disciplinary action against an employee for refusing to participate in EAP. Management and MEA agree that actual discussions between the employee and the EAP staff, and treatment provided to the employee through EAP, will be kept confidential unless the employee consents to disclosure.
- D. In accordance with Article 20, Workplace Safety, the City will make its best efforts to protect, support, and counsel employees who have been threatened during the course of employment.

ARTICLE 28

Flexible Benefits Plan

- A. An IRS-qualified cafeteria-style benefits program called the Flexible Benefits Plan (FBP) is offered to all eligible employees. The FBP a variety of tax-free benefit options. "Eligible employee" means any employee in one-half, three-quarter, or full-time status. "Eligible employee" excludes all employees in an hourly status.
- B. **The FBP annual values during the term of this MOU shall be as follows:**
 - 1. **Fiscal Year 2014**
 - a. **The Fiscal Year 2014 FBP Dollar Value shall be \$6,845. This represents an increase of \$770.**
 - 2. **Fiscal Year 2015**
 - a. **Increase Fiscal Year 2014 FBP Dollar Value by \$530 on July 1, 2014, making the new total dollar value \$7,375.**
 - 3. **Fiscal Year 2016**
 - a. **Increase Fiscal Year 2015 FBP Dollar Value by \$1,180.00 on July 1, 2015, making the new total dollar value \$8,555.**

C. On or about April 1 of each year during the term of this MOU or earlier if mutually agreed, the Parties will exchange premium rates for the Parties' respective plan offerings.

D. The benefits available through the FBP and the respective annual costs of the benefits are reflected in the Flexible Benefits Summary Highlights booklet provided to each employee each.

E. Notes.

1. It is the intent of the Parties that all plans offered in the FBP comply with all applicable state and federal laws, including IRS regulations as interpreted by the City Attorney. All disputes over interpretation of this Article shall be submitted to the appropriate agencies for interpretation.
2. The employee must select a life insurance and health insurance plan (unless covered under another comprehensive health plan). An employee may opt out of City health insurance if he or she has other comprehensive health insurance by selecting the "waiver" option.
3. With the remaining FBP monies, eligible employees may select from other optional benefits including dental, vision, cancer/intensive care protection, 401(k), Dental/Medical/Vision and Dependent Care reimbursement and/or cash payment.
4. After selecting required health and life insurance coverage, employees who are unable to enroll in their desired dental plan may purchase dental coverage outside the FBP by making an "out-of-pocket" payment for the cost difference. Only dental coverage may be obtained in this manner. "Out-of-pocket" contributions must be made at the time of open enrollment and are nonrefundable.
5. Employees may designate a specific amount of pre-tax money (IRS restrictions apply) to be withheld from their paycheck to reimburse eligible out-of-pocket Dental/Medical/Vision or Dependent Care expenses. These payroll deductions must be designated during the open enrollment period, are irrevocable, and are subject to IRS regulations. Monies are forfeited if not used within the fiscal year.
6. Eligible employees are required to enroll for their benefits each year during the designated open enrollment period. If an employee fails to complete enrollment within the open enrollment period, the employee's current options for health (or comparable plan, if unavailable), including dependent health offset and life, will be automatically continued at the same level for the next year as if the employee had elected to keep them. All other benefit options will be cancelled. Any monies remaining from the FBP allotment will be paid out as a taxable cash payment.

All payroll deductions, including Dental/Medical/Vision and Dependent Care reimbursement, will continue and may not be eligible to be stopped until the following open enrollment period.

7. The City agrees that it will not arbitrarily or unreasonably deny MEA the opportunity to offer a health insurance plan to active or retired employees. Such coverage must include mental health coverage at an equal or better level of coverage than that offered through the City's health plans. MEA agrees to inform EAP of any changes to the mental health coverage or provider in order for EAP to give input on the proposed changes to ensure that City employees are receiving adequate mental health coverage through their selected health plan.
8. MEA agrees to indemnify the City against any and all claims arising out of the administration of MEA's benefits plans.
9. Audit and Inspection of Records.

The City Auditor is authorized to audit all necessary documents pertaining to the health insurance plans offered by MEA.

10. The Parties agree that MEA is authorized to audit the City's health plans to the extent that documents are requested and provided pursuant to state and federal public information laws.
11. MEA will be available to answer questions at the end of open enrollment and New Employee Orientation sessions.

ARTICLE 29

Time Off for Meetings

- A. When formal meetings are scheduled for the purpose of meeting and conferring on subjects within the scope of representation, MEA may be represented by a reasonable number of employee members of the unit or units involved, and the President or his or her designee, as agreed to with Management prior to the meetings. These employees may attend these meetings during regular work hours without loss of compensation or other benefits. Employees working shift hours other than regular day work hours may attend meetings and will have their schedules adjusted to the day shift for each meeting. For purposes of meeting and conferring on a successor MOU, three representatives of each unit plus the President and Vice President are considered a reasonable number of representatives. However, additional representatives may attend upon mutual agreement of the Parties. MEA may select a representative to attend City Council, Council Committee, Civil Service Commission meetings, Retirement Board and Special Employee-Employer Committee meetings, and meetings of other special commissions or boards established by the City Council, during regular work hours, without loss of

compensation, when subjects within the scope of representation are being discussed. MEA shall, whenever practicable, submit the names of all designated representatives to the Management Team at least two working days in advance of the meetings provided further:

1. That no representative shall leave his or her duty or work station or assignment without specific approval of Management.
 2. That any such meeting is subject to scheduling by Management in a manner consistent with the operating needs and work schedules.
- B.** Nothing provided in this Article shall limit or restrict Management from scheduling meetings before or after regular duty or work hours under appropriate circumstances.
- C.** MEA will have a permanent representative on the Suggestion Awards Committee.
- D.** MEA Board Members and stewards shall be granted the opportunity to attend the meetings during regular work hours without loss of compensation or other benefits provided that MEA provides Management and the employee's Appointing Authority with notice of the meetings at least five working days in advance of the meetings and pursuant to the provisions of Section A.1. In the event MEA must convene an emergency board or steward meeting, MEA shall give Management as much notice of this meeting as circumstances permit. For the purposes of the notice and approval provisions of this paragraph, "Management" shall mean the Human Resources Director or his or her designee.
- E.** MEA's President shall remain a full-time employee in the position he or she occupies at the time of taking office. The President will continue to receive the salary and benefits for his or her City position and will maintain all rights and privileges of City employment. The President will be provided paid release during regular work hours in accordance with any applicable provision of this MOU and to provide employee and Bargaining Unit representation in accordance with the MMBA. The Human Resources Director will take all appropriate steps to assure that the rights of MEA's President as described in this Article are respected and enforced.
- F.** Effective July 1, 2012, four hours of release time, per quarter, is authorized for the MEA trustee representative for the purpose of attending San Diego Employees Retiree Medical Trust board meetings. No overtime is authorized. Additional release time may be granted subject to the approval of the Human Resources Director.

ARTICLE 30

Employee Rights

- A. The Parties mutually recognize and agree fully to protect the rights of all employees covered by this MOU to join and participate in the activities of MEA and all other rights guaranteed by law.
- B. No employees shall be interfered with, intimidated, restrained, coerced, or discriminated against because of the exercise of these rights.
- C. The Parties, in the conduct of their affairs, shall apply the provisions of this Memorandum equally to all covered employees without favor or discrimination based on any of the protected classes or categories listed in City's Equal Employment Opportunity (EEO) Policy – Annual Statement, or because of political or religious opinions or affiliations.

ARTICLE 31

Management Rights

- A. The rights of the City include, but are not limited to:
 - 1. The exclusive right to determine the mission of its constituent departments, commissions, and boards;
 - 2. Set standards of service;
 - 3. Determine the procedures and standards of selection for employment and promotion;
 - 4. Direct its employees and take disciplinary action for just cause;
 - 5. Relieve its employees from duty because of lack of work or for other legitimate reasons;
 - 6. Maintain the efficiency of governmental operations;
 - 7. Determine the methods, means and personnel by which government operations are to be conducted;
 - 8. Determine the content of job classifications;
 - 9. Take all necessary actions to carry out its mission in emergencies; and
 - 10. Exercise complete control and discretion over its organization and the technology of performing its work.
- B. The exercise of these rights shall not preclude MEA from consulting with Management representatives about the practical consequences that decisions on these matters may have on wages, hours and other terms and conditions of employment. Management decisions shall not supersede the provisions of this MOU.

ARTICLE 32

Modification and Waiver

- A. Laws, regulations or rules proposed during the life of this MOU shall be reviewed by the City and MEA to determine their effect on this MOU.
- B. Reasonable written notice shall be given to MEA of any ordinance, rule, resolution, or regulation directly relating to matters within the scope of representation proposed to be adopted or changed by the City Council, Civil Service Commission, Retirement Board, or by a department, and MEA shall be given the opportunity to meet and confer or consult as required by law with such body or person prior to adoption. Reasonable notice shall normally consist of three working days.
- C. Any agreement, alteration, understanding, variation, waiver, or modification of any of the terms or provisions contained herein shall not be binding upon the Parties unless agreed to in writing by all Parties, and if required, approved and implemented by the appropriate body.
- D. In cases of emergency pursuant to the City Charter, when the City determines that an ordinance, rule, resolution, or regulation must be adopted immediately without prior notice or meeting with MEA, the City Council or the board or commission of the City shall provide such notice and opportunity to meet at the earliest practicable time following the adoption of such ordinance, rule, resolution, or regulation.
- E. The provisions of this MOU, together with those provisions of wages, hours, other terms and conditions of employment, and employee and employer relations subject to meet and confer currently in existence and not changed by this MOU shall not be revised to adversely affect the employees in this unit during the term of this MOU; provided, however, that MEA agrees to meet and confer during the term of this MOU if City proposes to introduce ballot measures which relate to or would impact wages, hours, other terms and conditions or employee-employer relations.

ARTICLE 33

Obligation to Support

The Parties agree that during the period of time this MOU is pending before the Civil Service Commission or the City Council for action, neither MEA, nor Management, nor their authorized representative, or any member of MEA's Board of Directors will appear before the Civil Service Commission or the City Council or meet with members of either body individually to advocate any amendment, addition or deletion to the terms and conditions of this MOU. It is further understood that this Article shall not preclude the Parties from appearing before the Civil Service Commission or the City Council nor

meeting with individual members of either body to advocate or urge the adoption and approval of this MOU in its entirety.

ARTICLE 34

Provisions of Law

- A. This MOU is subject to all current and future applicable federal, state and local laws, regulations and the Charter. Provided, however, no local law which is enacted in contravention of the provisions of the MMBA shall affect the provisions of this MOU.
- B. If any part or provision of this MOU is in conflict or inconsistent with applicable provisions of federal, state, or local laws or regulations, or is otherwise held to be invalid or unenforceable by any tribunal or court of competent jurisdiction, those parts or provisions shall be suspended and superseded by applicable laws or regulations, and the remainder of the MOU shall not be affected.
- C. It is the intent of Parties that this MOU be administered in its entirety in good faith during its full term.

ARTICLE 35

Information Exchange

MEA, as bargaining agent for employees, is entitled to timely written information from Management which would enable it to properly perform its duties. In particular, the following information shall be furnished by Management, upon request, to MEA:

- A. Bi-weekly, a magnetic tape (converted to diskette format) from the City shall be provided to MEA containing the information currently furnished on each MEA member, at cost or at another price if agreed upon.
- B. Quarterly, the City shall provide MEA with a diskette containing the information listed in Section A above for all employees in a Bargaining Unit.
- C. The City will make available to MEA information pertaining to employment relations as set forth in this rule and Government Code Sections 6250-6260.
- D. Such information shall be made available during regular office hours. Materials presently supplied to MEA at no cost shall continue to be supplied at no cost.
- E. Information which shall be made available includes regularly published data covering subjects under discussion. Data collected on a promise to keep its source confidential may be made available in statistical summaries but shall not be made available in such form as to disclose the source.

- F. Nothing in this rule shall be construed as requiring the City to do research for an inquirer or to do programming or to assemble data in a manner other than customary.
- G. Information shall be made available on a bi-weekly basis, from Risk Management, in regards to MEA members enrolled for MEA-sponsored Flexible Benefits. This information will consist of current listings of MEA-sponsored prepaid plans and documentation copies of the MEA-sponsored prepaid benefits. MEA shall provide Risk Management with a separate listing of premium payment accrual amounts for MEA members being reimbursed for all or part of their plan premiums through Dental/Medical/Vision Reimbursement. Additions and deletions shall be reported to Risk Management by memorandum. Any list provided by MEA shall include employee's name, social security number, and year-to-date cumulative totals by MEA-sponsored option.

ARTICLE 36

New Employee Orientation

- A. The City agrees to provide general information to City employees during new Employee Orientation regarding the applicability of the MMBA to City employment, and regarding the legitimate status of employee organizations as exclusive bargaining representatives.
- B. City agrees to provide MEA with an opportunity to make presentations to new employees during City's New Employee Orientation Program. These presentations will not exceed one-half hour, and will be restricted to employees in job classifications represented by MEA. MEA will be provided a separate room for their presentations.
- C. MEA, upon request to Management, will be provided with an opportunity to have presentations not to exceed one-half hour at New Employee Orientations in departments which have departmental programs and that do not send employees to the City-wide program.
- D. MEA may provide the pertinent information on its dental and vision plans for presentation the City during New Employee Orientations, and an MEA representative may attend the presentation as an observer. MEA may report any inaccurate or improper presentations related to its plans to the Human Resources Director for his or her immediate attention.
- E. The City will provide new employees with the forms associated with the various benefits plans during the pre-lunch "benefits" portion of the program.

ARTICLE 37

Appeals

- A. An employee may appeal the placement of any document, including a Supplemental Performance Evaluation, which may be used as a basis for subsequent discipline, in his or her permanent record by submitting an appeal letter to the Department Head within ten working days of the employee receiving the document that is to be placed in his or her file. **Within ten working days after receiving the appeal letter, which becomes an attachment to the document in question, the Department Head or his or her designee will schedule a hearing on the matter. The employee is entitled to representation at the hearing. Within ten working days after the hearing, the Department Head or his or her designee will provide a written decision as to whether the original document will be retained in, modified, or removed from the employee's record.** It is mutually agreed that employee performance evaluations where employees "meet standards" are not eligible to be appealed.
1. It is mutually agreed that when an employee has concerns about evaluations that meets standards, the Department Head should designate someone other than the rater and the reviewer, to meet with the employee and MEA in an attempt to resolve any differences or dissatisfaction.
 2. Reviews of meets standards evaluations are discussion items which may result in changes being made to the evaluation, but are not to be considered an appeal of the evaluation.
- B. Formal reprimands without further penalty more than two years old, and those with additional penalty more than three years old, will be destroyed, and will not be considered for purposes of promotions, transfers, special assignments, and disciplinary actions, except as to disciplinary actions when the reprimands show patterns of specific similar misconduct. Reprimands may be retained in the employee's personnel jacket as set forth in this Article. Upon request of the employee, such reprimands will be destroyed on this basis. In the event an employee fails to make such a request, on discovery by Management any reprimand will be destroyed in accordance with this provision and shall not be relied upon for subsequent disciplinary action.
- C. Written counselings and written warnings, more than one year old will be destroyed and will not be considered for purposes of promotions, transfers, special assignments, and disciplinary actions, except as to disciplinary actions involving specific similar misconduct as that addressed in the letter of counseling or letter of warning. Letters of counseling and letters of warning may be retained in the employee's personnel jacket as set forth in this Article. Upon request of the employee, such letters of counseling and letters of warning will be destroyed on this

basis. In the event an employee fails to make such a request, on discovery by Management any counseling or warning will be destroyed in accordance with this provision and shall not be relied upon for subsequent disciplinary action.

- D. If any disciplinary action, including property rights disciplinary actions, is reduced to a lower level written discipline as a result of an appeal, the resulting lower level discipline will be effective the same date that the initial higher level discipline was first issued to the employee.

ARTICLE 38

Transportation Programs

A. “C” Mileage.

All employees requested or required by the City to report to work outside of their normal work schedule (i.e. call-back or standby) will be entitled to mileage when traveling in their personal vehicle to and from the work assignment. “C” Mileage reimbursement will be paid in accordance with the current IRS Standard Mileage Rates for business reimbursement.

B. “D” Mileage.

The “D” mileage reimbursement plan shall be implemented as follows:

1. Eligibility.

- a. All employees assigned to one of the job classifications set forth in Appendix E are categorically eligible for “D” mileage. Otherwise, to be eligible for “D” mileage reimbursement, a City employee driving on City business must meet the following criteria:
 - 1) Be required, as a condition of employment, to provide a personal vehicle to conduct City business; AND
 - 2) The employee does not have regular access to a City-provided pool vehicle; AND
 - 3) Drive a personal vehicle a minimum of 250 miles per month on City business; AND
 - 4) Drive a personal vehicle a minimum of twelve working days per month on City business.
- b. In addition to the criteria referenced in subsections (1) through (4), an employee’s unusual and extraordinary driving patterns, resulting from the required usage of a personal vehicle related to City business, may also qualify the employee for consideration for “D” mileage exclusive of the conditions

outlined above but subject to the review and recommendation of the Mayor or his or her designee.

2. Eligibility Attaches to the Classification/Assignment not the Employee.

An employee’s continuing eligibility for reimbursement under the “D” mileage plan depends upon satisfaction of the criteria described in section 1 and does not become a vested right of the employee. A substantial change in the duties of an employee assigned to a job classification listed in Appendix E may result in a change in eligibility for “D” mileage.

3. “D” Mileage Reimbursement Rates.

<u>Mileage Increment</u>		<u>Cents per Mile</u>		<u>Miles Reimbursed</u>
<u>(Monthly)</u>				
D1	250	D1	71	250
D2	417	D2	68	167
D3	625	D3	65	208
D4	833	D4	62	208
D5	1042	D5	59	209
D6	1250	D6	58	All other miles that Month

4. Appeal of Eligibility.

An employee aggrieved by the City’s determination that he or she is ineligible for the “D” mileage reimbursement plan has the right to have the matter heard and decided under Article 5, Grievance Procedure of this MOU beginning at Step 3. However, the decision of Management pursuant to Step 5 of the grievance procedure shall be final and binding on the eligibility issue and there will be no appeal to the City Council or the Civil Service Commission.

C. City-Provided Vehicles.

The City retains the right to determine unilaterally to provide employees with City vehicles for the performance of City business in lieu of requiring employees to use their personal vehicles and reimbursing them at the above-stated mileage reimbursement rates. However, in making such determinations where multiple employees within the same work group are using personal vehicles, the City will focus on the entire work group rather than on individual drivers within a work group. The City shall discuss any such intention with MEA in advance of making its determination. In the event the City makes such a determination, the City shall give employees affected by the determination notice to permit them to make decisions regarding the purchase or lease of personal vehicles with this change in mind.

D. Payment of Mileage Reimbursement.

It is the City's intent to provide employees their mileage reimbursement checks within two weeks after the employees submit their timely and accurate reimbursement requests to their designated supervisors.

E. Parking.

1. An employee will be reimbursed the monthly Concourse Parkade parking fee at least seven days each calendar month if he or she both uses the Concourse Parkade and drives his or her car on City business. The actual monthly cost of parking, not to exceed the monthly rate established for City employees at the Concourse Parkade, shall be added to the monthly mileage report and included in the total amount due.
2. The City agrees to make its best efforts to provide Police Officer or CSO Patrol in marked vehicles during predawn or post-dusk hours at Police Headquarters and the Central Library when employees are entering or leaving the buildings.

ARTICLE 39

Death, Injury, or Retirement Notification

MEA will be notified as soon as possible when a member of MEA dies or retires.

ARTICLE 40

Dispatchers

- A. For Holiday purposes, "working days" will be measured from midnight to midnight. Employees will be compensated for hours worked.
- B. The City agrees to continue efforts to provide stress reduction techniques.
- C. Dispatch unit watch assignments will be realigned to correspond with the Watch assignments throughout the remainder of the Police Department.

ARTICLE 41

Clean Air

- A. The City through the Safety Office will provide MEA with the results of asbestos air sampling on at least an annual basis. In addition, the City Buildings Division through the Safety Office, agrees to inform MEA when building or remodeling activities take place that involve the removal or containment of asbestos.

- B. In cases of emergency removal or containment of asbestos, the City will comply with all applicable state and federal laws including the notification of employees in the affected areas.

ARTICLE 42

Court Leave/Jury Duty Scheduling

- A. Where feasible and appropriate, Management agrees to make reasonable adjustments in an employee's work schedule when the employee is assigned to jury duty. Such adjustments will be in compliance with Personnel Manual Index Code I-9, Court Leave. In no case will Management be required to pay employees overtime when an employee's jury duty extends beyond the end of the employee's normal work schedule.
- B. Employees are no longer required to deposit with the City Comptroller fees paid to him or her from the court.
- C. Upon request, departments shall make their best efforts to adjust the schedules of employees who work second or third shifts, rotating twenty-four hour shifts or any schedule which is not a standard five-day "8 to 5" schedule, to "days," Monday through Friday for a portion of, or duration of, the assigned Jury Duty.
- D. Pursuant to Personnel Manual Index Code I-9, II C(4), the department director or his or her designee will review and resolve disputes regarding reporting to work and the application of leave or rescheduling for court duty purposes.

ARTICLE 43

Uniform Reimbursement

- A. The intent of this policy is to reimburse employees in certain designated classes who have attained permanent status, for the cost of one initial set of regulation uniform items.
- B. Reimbursement shall be limited to items of a specialized nature, including items with permanent City insignia, to be worn exclusively in the line of duty. Street clothes are excluded from this provision. Each department with employees in these designated job classifications will maintain a current price list of items for which reimbursement will be provided. Required items for each job classification are listed in Appendix B.

C. Employees in the following job classifications will be provided with uniform reimbursement:

Area Refuse Collection Supervisor
Auto Messenger I
Auto Messenger II
Code Compliance Officer (when uniform is required)
Code Compliance Supervisor (when uniform is required)
Police Service Officer I and II
Parking Enforcement Officer I and II
Parking Enforcement Supervisor
Park Ranger
Police Code Compliance Officer (when uniform is required)
Police Code Compliance Supervisor (when uniform is required)
Ranger/Diver I and II
Safety Representative I and II (Environmental Services Department)
Safety Officer (Environmental Services Department)
Safety and Training Manager (Environmental Services Department)
Senior Code Compliance Officer
Senior Engineering Aide (Wastewater Collections FEWD)
Senior Park Ranger
Field Representative (Police Department)
Special Events Traffic Controller I and II (excluding hourly employees)
Special Events Traffic Control Supervisor (excluding hourly employees)

D. All personnel receiving uniform reimbursement or issued a uniform will be required to wear the designated uniform. Failure to wear any of these items may result in discipline of the employee.

E. The following classes will be additionally reimbursed for the purchase of boots if they are required to wear them to perform the duties of their class: Auto Messenger I and II, Mail Room, Personnel in CAB and Library, Code Compliance Officer and Supervisor.

F. Special Events Traffic Controllers and Supervisors hired on an hourly basis will be issued their required uniforms by the City upon appointment. The City will provide replacements on an as-needed basis.

G. Swimming Pool Manager, Pool Guard I and Pool Guard II will be issued their required uniforms.

H. Park Ranger and Senior Park Ranger will be issued dress uniforms.

Park Ranger and Senior Park Rangers will be provided replacements for the dress uniform on an as needed basis.

- I. The following job classifications in the Public Utilities Department (PUD) Wastewater Branch shall be issued two jackets per employee: Senior Power Plant Supervisor, Senior Plant Technician Supervisor, Power Plant Supervisor, Plant Technician Supervisor, Wastewater Treatment Superintendent, Senior Wastewater Operation Supervisor, Wastewater Operations Supervisor, and Facility Maintenance Supervisor. PUD will also provide laundry service for the jackets.
- J. In the Park and Recreation Department, designated Coastline Parks Division's first level supervisors will each be issued seven provided uniforms, including laundry service. This includes three uniforms in laundry and four uniforms for the week. At the employee's request, a uniform jacket and/or a uniform baseball cap will be issued for the employees to maintain at their own expense. These items will be provided in a timely manner subject to available supplies. If a baseball cap is worn, it will be either the uniform cap or the MEA cap. All division issued uniform items will be returned to the division when the employee leaves Coastline Parks. To help vary attire and improve comfort, the division will offer to employees for purchase, at the City's cost, Coastline Parks' logo sweatshirts and T-shirts.
- K. Area Refuse Collection Supervisors will be reimbursed for one jacket with City logo. The jackets will be replaced on an as needed basis.
- L. Park Rangers will be issued by the City one Hat Trap/Carrier, one Pepper Spray Holder, one Key Holder and one Radio Holder. These items will be replaced by the department on an as needed basis.
- M. Corporate Apparel Program.
 - 1. Employees in designated classifications within the Facilities Maintenance Division of the General Services Department and the PUD shall be provided with corporate apparel. The City agrees to meet and confer with MEA regarding the inclusion of additional classifications within the Corporate Apparel Program during the term of this MOU based upon both the high potential of public visibility such classifications may have and any resultant need to ensure proper identification by the public of employees in these classifications. Prior to the inclusion of additional positions, the City shall meet and confer with MEA to solicit feedback from affected employees and to discuss implementation issues. The Parties also agree to meet and confer on the selection of apparel options appropriate for those employees and classifications, and the selection of appropriate apparel for female and male employees.
 - 2. Employees will be allowed to choose their apparel from the approved style and color schemes which shall be determined by the meet and confer process described in Section 1.

3. Employees have the option of purchasing additional garments of the approved style and color at their own expense from the designated vendors, at the City's cost.
4. Maintenance of corporate apparel will be the responsibility of the employee.
5. Employees in classes not designated will have the option of purchasing approved apparel at their own expense from the designated vendor or vendors, at the City's cost.
6. Employees under the Corporate Apparel Program shall continue to wear appropriate safety clothing pursuant to current policies and practices.
7. Employees in certain positions in PUD, Wastewater Branch involved in wastewater treatment and conveyance are provided uniforms and laundry services based on health and safety considerations. These employees will continue to receive uniforms and laundry services under current policies and practices, and will not be subject to the provisions of the Corporate Apparel Program. Upon an employee's request and Management's review and approval, employees may be added to the Corporate Apparel Program.
8. Employees in PUD, Water Branch will be provided laundry service in those situations where home laundry of garments would present a health risk due to the nature of chemicals and/or materials encountered on the job.
9. During the term of this MOU, the City may expand this program to other departments. Prior to any expansion the City shall meet with MEA to discuss implementation issues.
10. The following classifications shall be included in the Corporate Apparel Program:

<u>Department</u>	<u>Designated Classifications</u>
Facilities	Carpenter Supervisor Electrical Supervisor HVAC Supervisor Plumber Supervisor Painter Supervisor Roofing Supervisor
PUD Water Branch	Assistant Laboratory Technician Field Representative Golf Course Manager Junior Engineering Aide Laboratory Technician

Department

Designated Classifications

Lake Aide I & II
Lakes Program Manager
Lakes Program Supervisor
Meter Reader
Principal Water Utility Supervisor
Ranger/Diver Supervisor
Safety and Training Manager
Safety Representative I & II
Senior Engineering Aide (Cross Connection Specialist)
Senior Meter Reader
Senior Water Operations Supervisor
Senior Biologist
Supervising Field Representative
Supervising Meter Reader
Training Supervisor
Utility Supervisor
Water Distribution Operations Supervisor
Water Operations Supervisor
Water Systems District Manager
Water Systems Technician Supervisor
Water Systems Technician IV
Water Utility Supervisor

PUD
Wastewater
Branch

Building Maintenance Supervisor
Building Services Supervisor
Building Supervisor
General Water Utility Supervisor
Plant Process Control Supervisor
Principal Plant Technician Supervisor
Principal Water Utility Supervisor
Safety & Training Manager
Safety Officer
Safety Representative I & II
Senior Electrical Engineer/Plant Control Engineer
Senior Engineering Aide (Wastewater Collections FEWD)
Senior Plant Technician Supervisor
Senior Power Plant Supervisor
Senior Wastewater Operations Supervisor
Senior Water Utility Supervisor
Wastewater Treatment Superintendent

11. Employees in the designated classifications in the Facilities Maintenance Division shall receive ten) shirts. The color options are hunter green and beige.
 12. The employees in the designated classifications in the Wastewater Branch shall receive ten shirts. The color options are natural and dark blue. Oxford shirts will be made available as a shirt selection to all designated classes in the Wastewater Branch.
 13. Employees in the designated classifications in the Water Branch shall receive ten shirts and ten pairs of pants. Color options for shirts shall be light blue, navy blue, white, and khaki. Additional colors may be provided as an option at Management's discretion. Color options for pants shall be khaki, navy blue and denim.
 14. On an annual basis, the departments shall provide two replacement sets. Additional replacements shall be provided as-needed on a case-by-case basis due to unusual damage or wear and tear, not resulting from employee negligence.
 15. Corporate apparel clothing options shall include 100 percent cotton. All sizing needs will be provided including, but not limited to, women's sizes and cuts.
 16. Female employees will be exempt from the program during pregnancy when at the employee's discretion it is no longer practical to participate.
 17. Long sleeve polo shirts will be made available as part of the shirt selection.
 18. Employees currently receiving uniforms and laundry services under the Safety Program shall continue to receive uniforms and laundry services as currently provided.
 19. Employees in the program may wear department recognition shirts, MEA shirts and MEA caps at their discretion.
 20. For attendance at special recognition ceremonies or special meetings, employees may choose alternate attire, appropriate to the occasion in keeping with the City's appearance guidelines.
 21. All personnel receiving uniform reimbursement or issued corporate apparel will be required to wear the designated apparel. Failure to wear any of these items may result in discipline of the employee.
- N. Special Event Traffic Controller I and II's and Supervisors, shall be issued rain gear, gloves and a flashlight. These items will be replaced by the department on an as needed basis.

- O. Police Service Officers I and II will be issued by the City one expandable baton and one holder. These items will be replaced by the department on an as needed basis.
- P. Hourly Ranger Diver I's will be issued all uniform items listed in Appendix B for Ranger/Diver I's and II's. These items will be replaced by the department on an as-needed basis.

ARTICLE 44

Uniform Allowance

A. The following classifications are entitled to uniform allowances:

1. Area Refuse Collection Supervisor: \$500 annually.
2. Safety Representative I, and II, Safety Officer, and Safety and Training Manager in the Environmental Services Department: \$500 annually.
3. Police Service Officer I and II: \$800 annually.
4. Park Ranger and Senior Park Ranger: \$780 annually.
5. Parking Enforcement Officer I and II and Parking Enforcement Supervisor (excluding hourly employees): \$800 annually.
6. Field Representative (Police Department): \$348 annually.
7. Special Events Traffic Controller and Special Events Traffic Control Supervisor (Excluding hourly employees): \$448 annually.
8. Police Code Compliance Officer and Police Code Compliance Supervisor and Senior Code Compliance Supervisor (Police Department): \$800 annually.
9. Code Compliance Officer and Code Compliance Supervisor (Fire-Rescue Department and PUD, Business Support Branch) \$400 -annually.
10. Auto Messenger: \$250 annually.
11. Ranger Diver I and Ranger Diver II: \$1204 annually.

B. All employees in these classes are required to have all uniforms described in Appendix B. Failure to have these items may result in discipline of the employee.

C. The City will provide Community Service Officers with rain gear and a flashlight. Body armor with side panels will also be provided by the City and will be worn when working in the field.

D. The City will provide employees with all patches required as part of the uniform.

ARTICLE 45

Reduction in Compensation

A. Reduction in Compensation.

The compensation of any employee or officer of the City may be reduced within the salary range of that employee's current classification. Such reduction in compensation may be put into effect upon finding that the employee's performance is unsatisfactory for the employee's classification and/or position.

B. Procedure for Reduction in Compensation.

An employee's compensation shall be reduced only upon the completion of the following steps:

1. The inadequate performance of the employee shall be documented and the employee shall receive a copy of that documentation.
2. Upon being notified of the proposed action to reduce the employee's compensation, the employee has the right to respond orally or in writing to the Appointing Authority. The response must be provided within five working days of the notification of the proposed action.
3. After giving due consideration to the information provided by the employee, the Appointing Authority may elect to reduce the compensation of the employee.
4. At the time the employee is notified of the Appointing Authority's decision, the employee will be informed of his or her representation and appeal rights.

C. Appeal of Reduction of Compensation.

1. Within five working days of receipt of notice of reduction in compensation, an employee may file an appeal by filing a written demand to the Civil Service Commission for the right to be heard before the Commission. The Commission, at its discretion, may appoint one or more of its members to hear the appeal and submit a proposed decision to the Commission for ratification.
2. The conduct of the hearing shall be the same as that prescribed in the Civil Service Rules relating to discharge.

D. Return to Prior Compensation.

1. Employees having their compensation reduced in accordance with the provisions of this Article will be placed on a Supplemental Performance Report. At the time of the reduction in compensation the employee will be informed of the date of the next performance evaluation. An employee's compensation will be reinstated at the step the employee was receiving prior to the reduction in compensation upon receipt of a meets standards Performance Report.
2. The reduction in compensation shall not exceed six months of active duty. At the end of that time, the employee shall be reinstated to his or her previous salary step in the job classification or some type of disciplinary action shall be taken.

ARTICLE 46

Salary Status of Part-Time Positions

A. Policy.

1. Intent.

The intent of this policy is to ensure that employees who work on a regular basis for forty or more hours each pay period and for a substantial period of time be provided with an appropriate level of fringe benefits. This policy is not intended to apply to employees hired on a seasonal basis.

2. The primary purpose of the clerical pool is to assist a department in maintaining a continued level of service and production when a regular employee is absent. The pool is available to meet a variety of short-term needs, such as replacing a regular employee who is on vacation or sick leave, temporarily filling a vacant position pending certification and selection from the eligible list, and providing extra help during a brief period of an exceptionally heavy workload.
3. It is not the intent of the City to use pool employees essentially as "regular" employees, yet deny them the fringe benefits of regular employees. Therefore, departments will not use clerical pool employees to avoid budgeting for adequate staffing or to fill vacant budgeted positions for the long term.
4. The following shall be paid on an hourly basis:
 - a. Positions in clerical or similar pools serving in a number of departments or locations.
 - b. Positions filled on an on-call or seasonal basis due to fluctuations in work or staffing needs.

- c. Entrance positions to be filled for three months or less.
 - d. Classes such as Library Aide, Student Engineer, Recreation Leader II, Recreation Leader I, and Recreation Aide, which are normally filled on an hourly basis, unless they meet the conditions described in 5 below.
5. Positions, except those referenced in 4 (a)-(c), which are at least one-half time but less than full-time, shall be appropriately compensated as half- or three-quarter time positions paid on a biweekly basis rather than an hourly basis, if they average at least forty hours a pay period annually (sixty hours for three-quarter time) and require at least forty hours of work (sixty hours for three-quarter time) in each of twenty-four of the twenty-six annual biweekly pay periods.
6. Overtime Pay.

Part-time employees are eligible for overtime pay in accordance with the following:

a. Half and three-quarter time employees:

- 1) Are eligible for regular rate compensation in the form of pay or compensatory time credits for all time worked in excess of their scheduled workweek up to forty hours per week.
- 2) Such employees are eligible for premium rate overtime for all time worked in excess of forty hours in their workweek and must receive pay for such overtime.

b. Hourly Employees:

- 1) Are eligible for premium rate overtime pay for all time worked in excess of forty hours in their workweek and may not receive compensatory time credits in lieu of pay.

c. Such employees may not count compensatory time or compensated leave as hours worked in the overtime calculation.

7. Fringe Benefits.

Part-time employees paid on a biweekly basis are eligible for holidays, annual leave, and other leaves of absences as provided in Civil Service Rule X. All part-time employees are eligible for Military Leave as provided in Civil Service Rule X.

8. Present Employees.

Employees who would be hired on an hourly basis according to this policy, but who are now paid on a biweekly basis, may remain in that status until the termination of their current employment.

B. Procedure.

1. Personnel will review the payroll records of all hourly employees every six months. Appointing Authorities will be informed of those employees who qualify for benefits and take appropriate action.
2. If an employee is hired as an hourly employee, and the Appointing Authority intends to work the employee forty hours or more per pay period, on a regular basis for a substantial period of time, the Appointing Authority should insure compliance with this policy.
3. The Mayor's designee will periodically review the payroll records of all hourly employees. MEA may meet periodically with the Mayor's designee to discuss and attempt to resolve problems in the application of this regulation especially those involving the conversion of hourly employees to part-time status.

ARTICLE 47

Holidays

A. Fixed Holidays.

1. Fixed Holidays will be:
 - a. January 1;
 - b. Third Monday in January, known as "Dr. Martin Luther King, Jr.'s Birthday";
 - c. Third Monday in February, known as "Presidents' Day";
 - d. March 31, known as "Cesar Chavez Day";
 - e. Last Monday in May, known as "Memorial Day";
 - f. July 4;
 - g. First Monday in September, known as "Labor Day";
 - h. November 11, known as "Veterans' Day";
 - i. Fourth Thursday in November, known as "Thanksgiving Day";
 - j. December 25; and
 - k. Every day appointed by the City Council for a public fast, thanksgiving or holiday.
2. If January 1, March 31, July 4, November 11, or December 25 falls on a Sunday, the Monday following is the City-observed holiday, If any of the dates

listed in this section fall on a Saturday, the preceding Friday is the City-observed holiday.

3. Holiday Pay for Dispatchers.

- a. When Christmas, New Year's Day, or July 4th fall on either a Saturday or Sunday, Police, Fire and Public Works Dispatchers only, shall receive holiday compensation, including premium overtime, for all hours worked on the actual holiday when the employee is scheduled to work on that day. In such instances, holiday compensation will not be paid on the day the holiday is observed.
- b. The following are examples of holiday pay procedures:
 1. Employees who are scheduled to work on both the City-observed holiday and the actual holiday will receive holiday pay on the actual holiday.
 2. Employees who are scheduled to work on the City-observed holiday and have a scheduled day off on the actual holiday will receive holiday pay on the City-observed holiday.
 3. Employees who have a scheduled day off on the City observed holiday and are scheduled to work on the actual holiday will receive holiday pay on the actual holiday.
 4. Employees who have a scheduled day off on both the City observed holiday and the actual holiday will receive holiday pay on the actual holiday.

Employees are only entitled to receive holiday compensation for one day, not both.

B. Floating Holiday.

In each fiscal year covered by the term of this MOU each eligible employee available for a duty assignment on July 1 (as defined in Personnel Manual Index Code H-2) shall accrue credit for hours of holiday time equal to the hours worked in the employee's shift up to ten hours. Each employee accruing such time shall schedule his or her floating holiday to comply with the following conditions:

1. Employee must schedule the floating holiday prior to June 1;
2. The floating holiday must be a one-time absence and it must be used before the last day of the last full pay period in June; and
3. The floating holiday must be taken at a time convenient to the employee's Appointing Authority.

- C. Half-time, three-quarter time and full-time employees who are scheduled to work a shift of five, seven and nine or more hours on a fixed City holiday, shall be credited with one or more additional hours of holiday time respectively, for use on that holiday.
- D. Part-time employees working in the Library will be scheduled to work the additional hours which complete the employee's shift, when a holiday falls on a day the employee would ordinarily have worked.

ARTICLE 48

In-House Committees

Department Heads may, at their discretion, create advisory committees to provide information which is necessary to administer their department. However, prior to implementation, it is Management's responsibility to notify MEA to allow for meet and confer as necessary.

ARTICLE 49

Exchange of Days Off Between Employees

Employees in classifications which call for work to be performed seven days per week may exchange days off with employees of the same classification under the following conditions:

- A. Both Parties to the exchange must be willing to make the exchange and must have the approval of the immediate supervisors concerned.
- B. Generally speaking, exchanges of days off will be kept within the division, section, shift or watch, crew and work site location unless, on an individual basis, the supervisors of the Parties to the exchange otherwise agree.
- C. When practical, requests for an exchange of days off shall be made in writing at least five days prior to the first day of exchange.
- D. An employee must report for the exchanged days off and with the exception of illness, an employee who fails to report for any other reason shall be carried absent without leave.
- E. To avoid administrative problems, an exchange of days off must be made within the same work week by both Parties.
- F. Such trades must be made in accordance with the provisions of the Fair Labor Standards Act.
- G. Such trades will not be approved if they result in an increased cost to the City.

ARTICLE 50

Direct Deposit

- A. The City agrees to offer direct deposit of employee paychecks to an expanded network of financial institutions.
- B. All employees will be required to provide authorization to the Office of the City Comptroller to electronically deposit their paychecks to a financial institution of their choice (subject to electronic compatibility). Employees shall not be required to change financial institutions if their financial institution is not compatible with the wire transfer.
- C. An employee who does not have a financial institution at which to provide electronic transfer accessibility may pick up his or her paycheck at a designated location within the downtown City Hall complex, after 4:00 p.m. on paydays, or have the paycheck mailed to the address of the employee's choice.
- D. The Parties will both communicate and promote the availability and advantages of automatic deposits of paychecks through their respective communication means.

ARTICLE 51

Supplemental Pension Savings Plans/401(k)

A. Supplemental Pension Saving Plan (SPSP).

The Parties agree that a new SPSP will be implemented for all new employees hired on or after July 1, 1986. For these employees the voluntary contribution will be reduced from 4.5 percent to 3.05 percent to offset the Medicare tax. Future increases in the Medicare or Social Security tax will result in corresponding decreases in the SPSP contribution for the City and the employees.

1. This change will not affect or change the current SPSP Plan for employees hired prior to July 1, 1986.
2. The Parties agree that an early retirement provision will be added to the SPSP Plans so that distributions prior to age 59-1/2, but within the City's normal retirement age provisions, will not be subject to the 10 percent excise tax on early distributions.
3. Recent legislation mandates that all employees be covered by a retirement plan effective July 1, 1991. This impacts all hourly employees in the Bargaining Units represented by MEA since they do not participate in any retirement system. Mandatory participation for these employees in a version of the SPSP Plan is agreed to by the Parties in order to comply with this mandate.

4. The City and MEA agree to the adoption of a new SPSP-H Plan coverage for hourly employees to avoid compulsory inclusion in the Social Security system as mandated by the Omnibus Budget Reconciliation Act of 1990. These new federal regulations mandate Social Security for employees not covered by a “retirement system.” Current hourly employees, who are not participating in SDCERS do not meet the requirements of the regulations and must be covered by Social Security or a “retirement” plan effective July 1, 1991.
5. In order to comply with this new federal law, the City and MEA agree to the implementation of a new SPSP-H Plan for hourly employees with the following key elements:
 - a. 3.75 percent employee contribution matched by a 3.75 percent City contribution to meet 7.5 percent minimum requirement.
 - b. 100 percent immediate vesting.
 - c. Monies must remain in the SPSP-H Plan until termination.
6. The City and MEA agree to study the feasibility of establishing a program which allows employees to borrow against their vested SPSP contribution.

B. 401(k).

1. The City agrees to change the structure of the 401(k) Plan in order that each employee participant may determine the type and mix of his or her investment in the 401(k) Plan (e.g., Socially Responsive, Aggressive Growth, Long Term Growth, etc.) in the same or similar manner to the choices available to participants in the Deferred Compensation Plan. As part of this restructuring, a reasonable administrative fee will be established on each 401(k) account by the plan administrator which will not exceed approximately \$23.00 annually.
2. All part-time benefitted employees shall be eligible to participate in the 401(k) Plan that is offered to full-time benefitted employees.

ARTICLE 52

Employee Counseling

A. Job Counseling.

Employees who are interested in promotional opportunities or a transfer to a different department or to another classification should call Personnel(619-236-6400). See also Personnel Manual Index Code E-7, Transfers and Demotions.

B. Financial Counseling.

If an employee's supervisor receives notification from a firm, collection agency, or other source that a debt is owed by the employee, the information should be immediately turned over to the employee. The supervisor should not attempt to ascertain the validity of the debt, collect the money, or determine the method of payment. This is a personal matter between the employee and the creditor. The supervisor may suggest that the employee seek financial counseling, if necessary, and refer the employee to the EAP for a referral to an appropriate community resource for financial counseling.

C. Retirement Counseling.

An employee who is planning retirement, or who is leaving City employment, should consult the Retirement Officer (619-525-3600) to discuss available retirement benefits, and the SPSP Administrator in Risk Management (619-236-7300) regarding SPSP to discuss payout of monies held in the employee's SPSP Plan account.

ARTICLE 53

Transportation Incentives

- A. Employees who use the Concourse Parkade and pay on a monthly basis will be charged 50 percent of the prevailing general public monthly rate.**
- B. Employees participating in the Transportation Alternative Program (TAP) shall pay 50 percent of the public daily rate, for up to fifty-two instances per year. Participation in TAP is limited, and is available to employees on a first-come, first-serve basis.**
- C. The City will provide the below reimbursements up to \$100 per month to those employees who wish to purchase monthly passes for transportation on the public bus, trolley, and commuter rail service, or who ride bicycles to work and use bicycle lockers. Transportation passes will be for the exclusive use of the employee/purchaser. Employees must use these subsidized transportation services to commute to and from work at least three days per week to be eligible for reimbursements. Employees in violation of these provisions shall have their Transportation Incentives discontinued. Payments for passes are made payable to the City Treasurer no later than the twelfth day of the current month for the next month's pass. Exceptions to the monthly payment are when an employee purchases the Adult Regional Annual Pass which requires full payment for the entire year as indicated below. Payment is loaded onto issued Compass Cards.**

The terms below are for MEA-represented employees effective July 1, 2013.

1. The monthly 2-Zone Coaster Pass and 3-Zone Coaster Pass are subsidized at 90% subject to the \$100 monthly reimbursement cap.
2. The 3-Zone Senior Coaster Pass will now be subsidized at 90%, subject to the \$100 monthly reimbursement cap, bringing the employee cost to \$4.10 per month in Fiscal Year 2014.
3. The Senior/Disabled All Trolley/Most Bus Route Pass will now be subsidized at 90%, subject to the \$100 monthly reimbursement cap, bringing the employee cost to \$1.80 per month in Fiscal Year 2014.
4. The Premium Transit/Trolley Pass will now be subsidized at 90%, subject to the \$100 monthly reimbursement cap, bringing the employee cost to \$10.00/month in Fiscal Year 2014.
5. The Senior/Disabled All Trolley/All Bus Route Pass will now be subsidized at 90%, subject to the \$100 monthly reimbursement cap, bringing the employee cost to \$2.50 per month in Fiscal Year 2014.
6. The Youth Transit/Trolley Pass will now be subsidized at 90%, subject to the \$100 monthly reimbursement cap, bringing the employee cost to \$3.60 per month in Fiscal Year 2014.
7. The All Trolley/Local Bus Route Pass (Adult Regional) will continue to be subsidized at only 75%, subject to the \$100 monthly reimbursement cap, or \$18.00 per month in Fiscal Year 2014.
 - a. The City will offer an All Trolley/Local Bus Route (Adult Regional) Annual Pass through a contractual agreement with San Diego Metropolitan Transit System's (SANDAG MTS) ECO Program. Through this program, employees can purchase the annual pass at a 90% subsidy. Payment for the annual pass must be received by the TAP Main Office no later than May 15th of each year through the term of the MOU.
 - 1) For Fiscal Year 2014, the City will offer a 10-month pass at an employee cost of \$54.00. The annual pass must be purchased by Friday, July 19, 2013, and will be valid from September 1, 2013 through June 30, 2014.
 - 2) Restrictions issued by SANDAG MTS for this annual pass for the term of this MOU include:
 - i) No refunds

- ii) No opting out of months
- iii) Employees are responsible for registering and replacing a lost Compass Card

8. A City approved vanpool program will be subsidized at 90%, subject to the \$100 monthly reimbursement cap.

9. Use of the San Diego Bay Ferry will be subsidized at 90%, subject to the \$100 monthly reimbursement cap.

10. If SANDAG MTS discontinues or modifies the employer discount program during the term of this MOU, the City will meet and confer before it adjusts the costs of the program, but in no event will the reimbursement be less than 75%, subject to the \$100 monthly reimbursement cap.

D. The City will provide reimbursement to employees who use the Concourse Parkade and carry riders. The rate of reimbursement will be calculated so that an employee who carries three riders will receive free parking.

E. Management agrees to make its best effort to negotiate with Parking Facility Providers reduced rates comparable to those at the Concourse for employees assigned to City facilities.

ARTICLE 54

Labor Management Committee

A. Management and MEA will establish a joint committee for the purpose of discussing common problems including, but not limited to, safety issues and policies, contract interpretation and administration, application and administration of the grievance procedure, the exceptional merit cash payment program, SPSP, clerical work stations, air quality in City buildings, alternate work schedules, and use of limited appointments.

B. The Labor Management Committee shall meet quarterly, or more frequently if needed, at a time and for a duration that is mutually agreeable to both Management and MEA. MEA and Management will each be able to appoint three members to this Committee.

ARTICLE 55

Polygraph Examinations

A. No employee shall be compelled to submit to a polygraph examination against his or her will. No disciplinary action or other retaliation shall be taken against an

employee who refuses to submit to a polygraph examination, and no comment will be entered anywhere in the investigator's notes or anywhere else that indicate the employee refused to take a polygraph examination. No testimony or evidence that the employee refused to take a polygraph examination will be admissible at any hearing, trial, or proceeding, whether judicial or administrative.

- B. An employee who is rejected for a position in the Police Department due to failure of a polygraph examination will be provided with the reason for such failure.

ARTICLE 56

Overtime

For the purposes of overtime compensation, the compensatory time limits set forth in A.R. 95.01 shall be amended to permit employees to accrue one hundred twenty hours of compensatory time off. However, by the end of the fiscal year, compensatory time balances may not be in excess of forty-five hours.

ARTICLE 57

Layoff

- A. In the event of a layoff involving classes represented by MEA, the City agrees to provide MEA with a copy of the official layoff notice which is provided to affected departments.
- B. The City will make its best efforts to counsel and place employees in alternate jobs when an employee is subject to layoff.
- C. The City's layoff procedures currently provide for an order of layoff for permanent employees in a class determined by Citywide seniority. Seniority shall be based upon the employee's most recent hire date with the City without a break in service.

ARTICLE 58

Repair or Replacement of Employees Property

Risk Management will process employee claims submitted under A.R. 35.70, Repair or Replacement of Employees Personal Property, within thirty calendar days of receipt. Disallowed claims may be appealed to the Mayor or his or her designee who shall conduct a hearing as appropriate.

ARTICLE 59

Long Term Disability/Industrial Leave

A. Industrial Leave.

For claims filed based on a work related illness or injury occurring on or after July 1, 1994, the City will implement the following changes to the Industrial Leave Policy. The actual policy (A.R. 63.00) should be consulted for detailed language.

1. Industrial Leave payments will not be granted for any injury which occurs as a result of a motor vehicle accident where available safety restraints were not in use, unless department policy permits.
2. Industrial Leave benefits will be terminated when an employee misses a medical appointment designed to determine the employee's work status, if it is determined that the failure to attend the appointment was not excusable.

B. Long Term Disability (LTD).

1. **The City will issue a RFP to fully insure and administer the LTD program, by an outside vendor.**
 - a. **The City will meet and confer with the Union over the impacts of this decision.**

C. Flexible Benefits.

1. The City will pay the participants Flexible Benefits for a maximum of one year while he or she is on LTD. At the end of one year, the participant will be referred to COBRA for extension of appropriate coverage.
2. The City shall pay the participant's Flexible Benefits while the participant is receiving LTD benefits even if the LTD benefit is 100 percent offset by other income benefits.
3. Participants who are in a LTD status during the City's annual open enrollment for its FBP shall be enrolled in Flexible Benefits as required during the open enrollment. Participants shall keep their current health and life insurance coverage, while receiving LTD. Participants will be allowed to change health care plans provided the health care plans so stipulate.
4. When an employee suffers a work-related injury or illness but is not eligible for Industrial Leave benefits, the City shall continue to pay the Flexible Benefits allocation on his or her behalf for the period of his or her temporary total disability and/or participation in internal vocational rehabilitation, not to exceed a total of twelve months.

ARTICLE 60

Out-of-Class Assignments

- A. Employees represented by MEA shall be compensated for out-of-class assignments (OCA) on the thirty-first continuous day of assignment or on the thirty-first day of cumulative OCA assignments in the same classification. OCA accrues on a fiscal year basis only. Accumulated days will not be carried into the next fiscal year. An employee in an OCA will receive an increase at least equal to that which would be given if the employee were promoted to the same class from an eligible list established by a promotional examination.
- B. The City agrees that all OCA assignments, regardless of the number of hours worked in a pay period, shall be recorded in the employee's personnel file.
- C. For employees in classifications in the Administrative Support and Field Service, Professional, Supervisory and Technical representation units, Appointing Authorities shall give first consideration for appointment to an OCA assignment to employees on the eligible list for the class in which a vacancy occurs, except in those cases in which the specialized needs of the assignment or a requirement for an employee with specialized skills necessitates appointment of an employee not on the eligible list. In OCA in excess of thirty work days where specialized needs are required, the Appointing Authority will advertise the vacancy division-wide.
- D. Management has discretion to determine when OCA assignments will be made. Management agrees to provide equal opportunity on a rotational basis for OCA assignments to persons on the eligible list and will consider the seniority, availability, training and job performance of employees when making such divisional assignments. In the event that there is no eligible list, the Appointing Authority will provide equal opportunity on a rotational basis to eligible employees and will consider seniority, availability, training, and job performance in making OCA. If the OCA assignment lasts over five working days, an employee's current shift or station assignment shall not preclude his or her eligibility for OCA.
- E. OCA assignments shall not exceed thirty consecutive working days nor shall a series of OCA to any one vacant position exceed thirty calendar days without approval by the Personnel Director. OCA will not be made to avoid filling a position with a limited or permanent appointment.
- F. An employee who is not on an existing or expired eligibility list for the particular class will not be assigned to an OCA which would result in the employee supervising his or her current supervisor.

ARTICLE 61

Implementation of New Programs

- A. Prior to implementation of any new programs, the City will give MEA advance notice in writing so that the Parties may address the impact of any new programs on wages, hours, and other terms and conditions of employment.
- B. The City will make its best efforts to give MEA at least thirty working days advance notice.

ARTICLE 62

Confidentiality of Medical Information

- A. The City, its officers and employees, shall respect the confidentiality of employee medical records and shall abide by the guidelines set forth in Personnel Manual Index Code J-4.
- B. The City acknowledges that an employee's Constitutional right of privacy entitles an employee to decline to disclose or to permit his or her physician to disclose the nature of an illness, diagnosis or prognosis unless otherwise required by workers' compensation law, by the employee application for Industrial Leave or LTD benefits, state or federal law, application for employment, or required as part of a City-mandated physical examination. To the extent that an employee's absence or absences due to illness have resulted or may result in discipline or placement on a "doctor's list," the employee, at his or her own option, may disclose these details to the appropriate person in his or her chain of command or directly to the Department Head if the employee wishes. Based on an employee's right of privacy, the City forms for an employee's request for a leave of absence shall not require disclosure of the nature of an illness or require authorization for release of a medical provider's records.

ARTICLE 63

Department Work Rules

- A. Management agrees to make available to MEA current written departmental and divisional policies, instructions and work standards. When reasonable additional departmental policies and instructions are developed and published, the City will make copies available to MEA and employees. City policies shall be uniformly applied. However, the obligation to make copies of current and future departmental and divisional policies, instructions and work standards available shall not extend to policies which describe confidential or security procedures.

- B. All departmental and divisional policies, instructions, and work standards shall conform to the Civil Service Rules, Personnel Regulations, and this MOU.

ARTICLE 64

Time Off for Blood Donation

An employee shall receive paid release time, not to exceed two hours, when he or she donates blood at the annual MEA blood drive or in response to an emergency request from the San Diego Blood Bank. The City shall release the employee for the actual time the employee spends in travel to and from the blood donation site, as well as for the time spent at the site. Paid release time cannot exceed two hours. The employee shall submit his or her "blood receipt" to the payroll clerk as verification of the donation.

ARTICLE 65

Call-Back/Court Pay

A. Call-Back Pay.

1. An employee who has been released from work and has left the work premises and is called back to duty, shall be paid for the reasonable estimate of the time required for said employee to travel from and to his or her residence and the work area and for the time the employee actually works. The total time of call-back pay, including travel time, shall not be less than four hours, and shall be computed at the employee's premium overtime rate. This call back-pay provision shall also apply under circumstances where the employee is issued a call-back order before he or she leaves the workplace at the end of his or her shift.
2. Employees in the classifications of Assistant Criminalist, Criminalist, Evidence Technician, Forensic Specialists, Latent Print Examiners, Document Examiners, Police Property and Evidence Clerk, Polygraph Examiner, Interview-Interrogation Specialists, Latent Print and Evidence Technician Supervisor, Supervising Criminalist, Stores Supervisor (Police Property Room), Dispatcher II (Tape Researcher), Cal-ID Technician and Forensic Alcohol Analyst shall receive a minimum of four hours call-back pay.

B. Court Pay.

Assistant Criminalists, Criminalists, Community Service Officers, Evidence Technicians, Forensic Specialists, Latent Print Examiners, Document Examiners, Police Property and Evidence Clerks, Polygraph Examiners, Interview-Interrogation Specialists, Latent Print and Evidence Technician Supervisors, Supervising Criminalists, Stores Supervisors (Police Property Room), Dispatcher II's (Tape Researcher), Cal-ID Technicians and Forensic Alcohol Analysts who work shifts other than the day shift, and are required as a result of their employment

responsibilities to make court appearances during otherwise off-duty hours, shall be treated as follows:

1. The employee shall receive compensation for all time actually spent in court (minimum of four hours effective July 1, 1990), excluding court recess time.
2. If the employee makes a court appearance during the morning session and at least part of the afternoon session, after he or she has just completed working a night shift, and if the employee is scheduled to work the next succeeding night shift, the employee shall have the option of receiving compensation at his or her normal overtime rate for the actual court appearance time or having the succeeding scheduled night shift off as compensatory time. If an employee is scheduled off on his or her next shift following such court appearance, he or she may not exercise the second option.
3. Compensatory overtime shall begin at the time indicated on the subpoena unless the employee is otherwise notified by his or her supervisor.

C. Call-Back and Court Pay Exceptions.

1. The above-described provisions for court pay and call-back pay shall not apply in the following situations:
 - a. When an employee is required by subpoena to appear in court prior to his or her scheduled shift, and the appearance is contiguous with the shift; or when an employee attends court then reports to work an hour later;
 - b. When an employee is already present at the work station and is required by a supervisor to start work early or to resume work following the end of shift;
 - c. When an employee is required to attend a meeting scheduled before or after the employee's shift, and which is contiguous with the shift;
 - d. When an employee is required to appear in court during a session which begins during the employee's regularly scheduled shift, but which continues past the end of shift.
2. In these instances, and any other not specifically identified as entitling an employee to the four-hour minimum, the employee should receive compensation only for the time he or she actually worked, or spent in court or in meetings before or after his or her shift.

D. Court Stand-By.

When an Assistant Criminalist, Criminalist, Evidence Technician, Forensic Specialist, and Forensic Alcohol Analyst is under subpoena to appear in court

during his or her non-duty hours, the employee shall go to the court and stand by until called by the court and shall receive pay at his or her normal overtime rate for such stand-by time, or with the concurrence of the subpoenaing party, remain standing by at another location where he or she may be reached by the court by telephone. If an employee stands by at another location, no pay shall be received for such stand-by time. No employee shall be required to stand-by without compensation without his or her consent.

ARTICLE 66

Engineers and Surveyors

- A. The Human Resources Department shall continue to conduct a study of the Engineering and Survey series that shall require the Engineering and Capital Projects to keep the following records to determine that the current levels of recruiting and retention are adequate:
1. Detailed documentation of all eligibles on lists, interviewed or not interviewed, as to why they did meet or did not meet departmental requirements;
 2. After selection process has been completed, documentation on interviewees as well as documentation on the reasons why an eligible waived a job offer; and
 3. Detailed exit interviews documenting exact reasons for leaving.
- B. Management will meet with MEA to share the information gathered on a mutually agreed upon date.
- C. Nothing in this Article shall be construed so as to require the release of information which is individually identifiable to a current or prospective City employee.

ARTICLE 67

Objective Hearing Officers

- A. Objective Hearing Officers will be assigned to hear disciplinary appeals at the department level. "Objective" means a managerial employee who has not conducted the fact-finding or investigation which led to the proposed discipline and is not the person recommending the discipline. The primary responsibility for conducting a disciplinary investigation and the resulting Advance Notice of disciplinary action, when warranted, will be delegated by the Appointing Authority to someone other than the individual prospectively responsible for hearing an appeal of such action. The individual delegated the primary responsibility will also sign the Advance Notice. This language is in no way intended to preclude any managerial employee from the normal managerial review of actions recommended within a work unit.

- B. The Appointing Authority may delegate the appeal Hearing Officer responsibility to any supervisory or managerial employee at least one level above the employee requesting the appeal. Exceptions may be granted by the Human Resources Director. MEA-represented employees will not act as hearing officers for terminations of any employee in a job class represented by MEA.
- C. City agrees that any time MEA feels that the Department Head or his or her designee who intends to hear an appeal pursuant to Article 10, Section J, or Article 37 is unduly biased under the circumstances, MEA may immediately bring the issue to the attention of the Human Resources Director. The Human Resources Director agrees to take reasonable steps to assure an employee minimum due process in this regard.

ARTICLE 68

Workloads

- A. After a section undergoes a reduction in force, Management will prepare a plan demonstrating how the work will be restructured, reassigned, or delayed. Additionally, new or revised work expectations, standards, and adjusted timelines for work product will be developed.
- B. Before and after implementation of the plan, Management shall meet with impacted employees for input. Opportunities for follow-up, feedback and proposed adjustments in the reorganization plan will be provided to employees.

ARTICLE 69

Overpayments to City Employees

- A. If it has been discovered that an overpayment or an unauthorized payment has been made to a City employee, it is the responsibility of the department to notify the employee in writing and supply the employee with the documentation used to determine the overpayment.
- B. If the employee contends that any portion or the entire amount is not owed, he or she may request a meeting with the Appointing Authority to attempt to resolve the disagreement. If the dispute about the payment originates in another department, the employee has a right to request a meeting with the Appointing Authority in that department. The employee may have a representative attend the meeting or meetings with him or her.
- C. If the dispute regarding overpayment arises from the interpretation of a Personnel or Administrative Regulation, the employee may grieve this matter directly to the Department Head.

D. Repayment of Funds.

1. An employee will pay no penalties, fees or interest as a result of the overpayment.
2. The employee shall have the right to select one of the two following options for the repayment of the funds:
 - a. A lump sum payment with a date mutually established by the employee and the department (lump sum payments must be made if the total amount due is 5 percent or less than the employee's biweekly salary); or
 - b. Biweekly installment payments through payroll deduction (Installment payments must be a minimum of \$10.00 and repayment must be completed within twenty-six pay periods).
 - c. Any other repayment arrangement mutually agreed upon between the City and the employee
3. The final agreement on the repayment plan will be in writing, with the lump sum payment date, or the biweekly amount, and the beginning and ending date of the installment plan identified.
4. Disputes over repayment of funds which were overpaid to an employee through no fault of the employee, shall not be a factor in Employee Performance Evaluations or discipline.

E. Referral to Collections.

1. A department may refer an employee to the City Treasurer, Collections Section, only when the employee, after being duly notified of the overpayment and having had the opportunity to review the relevant documentation, refuses to agree to a repayment of the amount owed.
2. The employee will be notified of the referral and informed that the Collections Section will proceed with collection as it would for any other debtor.

ARTICLE 70

Transfer Notification Process

Personnel shall establish a Transfer Notification process.

- A.** Employees who are interested in transferring will submit requests directly to Personnel.

1. Supervisory review and approval will no longer be required.
2. Personnel review or approval, or rejection will only be based on a review of the employee's qualifications in relation to the requirements of the class.
3. Appointing Authorities may contact the employee's current department to review the employee's personnel file with that employee's authorization and or receive recommendation.

B. Requests approved by Personnel will be:

1. Placed on additional eligible list or lists.
2. Notified by Personnel of all vacancies, by written notice to his or her home address or mail station.

ARTICLE 71

Rights of Industrially Injured Employees to Schedule Medical Appointments

- A. An employee who has suffered an industrial injury, whether on light duty or full duty status, shall have the right to schedule medical appointments, including physical therapy, which are related to treatment of the industrial injury, during his or her regularly scheduled work hours without loss of pay.
- B. Employees shall make their best effort to schedule appointments close to the beginning or end of their work shift.

ARTICLE 72

Telecommuting

The City shall include the following provisions in its telecommuting policy:

- A. The City will reimburse employees for required phone costs/lines. Supplies required to complete assigned work at the alternate location which are normally available at the employee's regular office will be made available during in-office visits.
- B. The employee's home telephone number will remain private; however, the supervisor may have the number in order to make contact with the employee, if necessary.
- C. Participation will not be limited to employees who use computers, but may be extended to other employees whose physical presence at a City office or facility is not necessary to successful performance of the assigned functions.

- D. An employee working an alternate work schedule may be eligible to telecommute subject to the discretion of the Appointing Authority; conversely, employees who telecommute may be eligible for alternate work schedules at the discretion of the Appointing Authority.

ARTICLE 73

Consultant/Contractor Review

The City and MEA agree to continue the Consultant/Contractor Review Committee to: (a) study and to evaluate consultant/contractor issues; (b) eliminate waste and abuse; and (c) identify additional employment opportunities for City employees wherever and whenever possible.

ARTICLE 74

Catastrophic Leave Plan

A. Purpose.

Establish a City administered Catastrophic Leave Bank (Leave Bank) permitting City employees to assist other City employees who face extended leaves without pay due to a catastrophic occurrence in their lives. For the purpose of this plan, a “catastrophic occurrence” is defined as any event that would qualify the employee under the Family Medical Leave Act as determined by the Human Resources Director. Catastrophic Leave determinations are non-grievable.

B. Procedures.

1. The employee must have exhausted or expect to exhaust his or her accrued leave (to be verified by the department payroll specialist), as a result of a qualifying event in order to establish a Leave Bank.
 - a. If an employee is diagnosed as terminally ill, a Leave Bank may be established without meeting this requirement. In such cases, the donated leave will be paid out when the employee leaves work due to illness. A recipient’s total annual leave balance including donated leave cannot exceed two thousand and eighty hours.
 - b. The employee has received approval for an unpaid leave of absence from his or her Department Head.
2. Requests to establish a Leave Bank for receipt of donations will be processed by the Human Resources Department.

- a. An eligible employee will submit a completed “Request to Establish Catastrophic Leave Bank” form to the Human Resources Director, accompanied by:
 - 1) A medical statement from the attending physician, including a brief statement of the nature of the illness or injury and an estimated time the employee will be unable to work, or other appropriate documentation supporting the request in accordance with state and federal law.
 - 2) Evidence of the Department Head’s approval of leave of absence.
3. Donations of annual leave may be made to an employee eligible for catastrophic leave. The donor department will be billed for the dollar amount of the donor’s annual leave donation.
 - a. Donations of leave will be strictly voluntary; the identity of Leave Bank donors will be held in absolute confidence.
 - b. Employees may only donate accrued annual leave.
 - c. Donations must be made in whole hour increments. There is no tax benefit to the donor.
 - d. Donors must have an overall annual leave balance of one hundred sixty hours remaining after donated time has been deducted.
 - e. Once donated to an individual, donated leave cannot be reclaimed by the donor.
 - f. Employees wishing to donate time shall complete a “Confidential Authorization for Catastrophic Leave Donation” form and submit it to their department payroll specialist who will:
 - 1) Verify that the donating employee has the minimum required leave balance of one hundred sixty hours;
 - 2) Convert the donated time to dollars at the hourly rate of the donor and subtract the donated time from the donor’s designated leave category; and
 - 3) Forward the donation authorization form to the Human Resources Director for tracking and submission to the Office of the City Comptroller.
 - 4) Donation authorization forms which do not contain all requested information shall not be processed.

4. Upon receipt of donation authorizations, the Comptroller shall take the following action:
 - a. Convert donated dollars as computed above to hours at the hourly rate of the recipient, and add the donated hours to the recipient's annual leave balance. The recipient will be taxed for the leave when it is taken.
 - b. Retain a confidential file of donation authorizations.
5. Donated time is treated as annual leave accrued by the recipient of the donation. Payments up to eighty hours per pay period will be made to the recipient until the donated leave has been exhausted.
 - a. Donated time does not alter the employment rights of the City or the recipient, nor extend or alter limitations otherwise applicable to leave of absence or annual leave, except as noted in this Article.
 - b. Employees who are use donated annual leave hours will continue to accrue annual leave in accordance with Personnel Manual Index Code I-2, -Annual Leave.

ARTICLE 75

"PUL" Distribution

MEA may use the City's mail system to distribute its single sheet "PUL" or equivalent communication, to all employees in its Bargaining Unit. The City agrees to provide MEA with a complete list of workplace email addresses for all employees in the Bargaining Units it represents, as well as a list of all applicable mail stations for represented employees, and to update these lists annually.

ARTICLE 76

Side Letters

Effective July 1, 1994, all side letters previously in effect between the Parties are rescinded. The current MOU as printed will represent all agreements between MEA and City. All agreements, including department level agreements, from July 2, 1994 to June 30, 2012, will remain in effect. Effective July 1, 2012, any additional agreements will be made in writing between MEA and City, only with the approval of the Mayor or his or her designee and the President or his or her designee of MEA.

ARTICLE 77

Tuition Refund Plan

A. Public Safety Exceptions to Tuition Reimbursements.

Management agrees to meet without impasse annually with MEA to review specific unique Public Safety exceptions to the Tuition Reimbursement process. Management's decision shall be final and non-grievable.

B. Forensic Alcohol Analysts' and Criminalists' Training.

City agrees that if Forensic Alcohol Analysts and Criminalists are required by the department to attend training or instruction for the purpose of obtaining and maintaining a state certification/license, that the training, instruction, and attendance and related costs shall be treated as a special outside course of instruction within the meaning of A.R. 70.40, section 2.1, Special Outside Courses of Instruction, and the Forensic Alcohol Analysts' and Criminalists' attendance will be at City expense in accordance with the terms of A.R. 70.40.

C. Use of Tuition Reimbursement for Job-related Training.

One-half of the Tuition Reimbursement benefit may be used by an employee each fiscal year for reimbursement of seminars or other training and educational events which will maintain or enhance an employee's job-related skills or knowledge or contribute to the employee's broadening and diversification of his or her skills. An employee shall submit a request for approval of the proposed reimbursable event in advance of attendance and pre-approval by the department is required for reimbursement. The employee must subsequently submit satisfactory evidence of attendance at the training event in order to receive reimbursement. The Parties intend the general procedural requirements of the Tuition Reimbursement plan to be applicable except the requirement of a grade. It is the intent of the Parties that this provision will supplement rather than replace training funds previously made available by departments for the benefit of employees. It is also the intent of the Parties that this opportunity to avail oneself of one-half of the Tuition Reimbursement plan benefit shall be at the initiation of the employee based on his or her proposal for training or education.

D. Tuition Reimbursement Amount.

1. Tuition Reimbursement benefit amount will be \$1,000 per fiscal year.
2. A.R. 70.30 will be amended as follows:
 - a. Section 2. - Policy

- 1) 2.4(b). An education plan must be approved by the Appointing Authority prior to requesting Tuition Reimbursement for a specific course. This plan must include:
 - 2) 2.4(f). Requests for reimbursement must be submitted for approval to the Appointing Authority within sixty days of completion of the specific course for which reimbursement is being sought.
- b. Section 3 - Requests and Reimbursement - Procedure
- 1) 3.1 An employee meeting the eligibility rules fills out Form CM-1578, "Request for Approval of Tuition Reimbursement," with 4 copies attached. The form is available from departmental payroll clerks. A central supply is maintained in City Operations Building - Store No. 4.
 3. The following classes, courses and seminars shall be eligible for reimbursement up to the full amount available under the Tuition Reimbursement Plan: Any Professional Engineering License Seminar offered by CPEE; the Professional Engineer Review Class offered by San Diego State University; Review Courses for the Professional Engineering Exam at University of California, San Diego; National Association of Corrosion Engineers for Corrosion Engineers. In the event an equivalent Professional Engineering or Corrosion Engineer preparation class, course, or seminar is offered in addition to, or in place of, one of the above-titled Professional Engineering preparation programs, it will also be eligible for reimbursement up to the full amount of the tuition refund upon approval of the Human Resources Director.

ARTICLE 78

Appointing Authority Interview Feedback

Upon request, an Appointing Authority involved in a selection interview process shall provide feedback to those candidates not selected. The feedback will include how the candidate's experience and training compared to the announced criteria, and an assessment of candidate's interview skills.

ARTICLE 79

Drug and Alcohol Screening

A. Department of Motor Vehicle (DMV) Drug and Alcohol Screening.

A random Drug and Alcohol Screening Program (urinalysis) has been implemented and applies to all employees who undergo the biennial medical examination required by state law for DMV Class A and B drivers' licenses. All employees required to have a Class A /or B license for the performance of their regular duties must have the

medical examination and drug and alcohol test conducted by the medical examiner and testing laboratory designated by City. The scheduling of these medical examinations and drug tests will be determined by Management.

ARTICLE 80

Office Space

City will have the right to adopt a revised A.R. 56.00, Office Space Requests. At the request of MEA, City will meet and confer over the identified impacts on the adoption of the A.R.

Such A.R. will be consistent with the policy that in determining work space allocation, the actual work being done based on the job responsibilities of each position and the space necessary to accomplish it, will be the primary determinant of space allocation.

Because space allocation is critical to both efficiency and the quality of the work environment, departments will solicit employee input into this process.

ARTICLE 81

Voluntary Certification Pay

A. Public Utilities Department (PUD) Water Branch Certified Distribution Operator Certification Pay.

1. Employees in the Water Branch in the classifications listed below under Eligible Classifications at the end of section (2) who obtain and maintain a Certified Distribution
2. Operator (CDO) certification, from the State of California, Department of Public Health will be compensated at the following rates:

D3: \$.30/hour

D4: \$.55/hour

D5: \$.80/hour

Eligible Classifications:

General Water Utility Supervisor

Plant Technician Supervisor

Principal Water Utility Supervisor

Senior Water Utility Supervisor

Training Supervisor

Utility Supervisor

Water Utility Supervisor

3. Employees in classifications which require a CDO certification from the State of California, Department of Public Health will not be eligible for certification pay for CDO certification at the level required for their position or classification.
4. Employees in the Water Branch in the classifications listed below under Eligible Classifications at the end of section 4 whose positions require a CDO certification, Grade D3, from the State of California, Department of Public Health, and who obtain a CDO certification higher than that required for their position, will be compensated at the following rates:

D4: \$.55/hour

D5: \$.80/hour

Eligible Classifications:

Water Distribution Operations Supervisor

Water Systems Technician IV

Water Systems Technician Supervisor

Water Systems District Manager

5. To receive CDO certification compensation, employees must hold permanent, full-time status and meet performance standards at the time the certification pay is awarded.
 6. Employees who hold either Temporary or Interim Distribution Operator certification from the State of California, Department of Health Services will not be eligible for compensation.
 7. Employees in the Water Branch must maintain a Certified Distribution Operator, Temporary or Interim certification from the State of California, Department of Health Services as required for their positions and/or classifications. Employees with interim certifications must become Certified Distribution Operators at the level appropriate for their classification/position no later than January 1, 2007.
 8. Employees in the Water Branch are required to provide a copy of their CDO certification from the State of California, Department of Health Services to the appropriate staff as defined in Water Branch policies to be eligible for and receive voluntary certification pay. Employees whose certifications expire will not be paid certification pay until a copy of the renewed CDO certification is presented to the appropriate staff.
- B.** Employees in the Water Branch in the classes listed in Appendix F who obtain and maintain certification in backflow maintenance or cross connection shall be eligible to receive the additional compensation of \$.50 per hour for such certificate.

Employees must use the certification or certifications as part of their employment to be eligible for the additional compensation.

- C. Employees in the classifications listed in Appendix F (and excluding those listed in sections D and E) who obtain and maintain a Grade II certification in a job-related specialty from the California Water Environment Association will be eligible for an additional compensation of \$.55 per hour. Employees who obtain and maintain a Grade III certification will be eligible for **\$.80** per hour maximum compensation. Employees who obtain and maintain a Grade IV certification will be eligible for **\$1.05** per hour maximum compensation.
- D. Employees in the classifications of Electronics Technician Supervisor, Plant Process Control Supervisor, and Instrumentation and Control Supervisor in the Water Branch or any other division within the Public **Utilities Department** in which the certificate is deemed job-related by Management, and who obtain and maintain a Level I certification from the International Society **of Automation (ISA)** will be eligible for \$.55 per hour additional compensation. Employees who obtain and maintain a Level II certification will be eligible for additional compensation of \$.80 per hour maximum compensation.
- E. Employees in the Power Plant Operator series will be eligible for \$.30 per hour compensation for possession of the Grade II Stationary Engineer Certification issued by the National Institute for Licensing of Power Engineers. \$.80 per hour maximum compensation will be paid for employees who obtain and maintain the Grade I certification. Employees who obtain and maintain the Chief Stationary Engineer Certification will be eligible for additional compensation of \$1.05 per hour.
- F. In order to be eligible for the additional compensation listed in Sections A-C above, employees must hold permanent status (i.e., have passed initial Citywide probation), and be rated Satisfactory or better at the time the additional compensation is awarded.
- G. Possession of the Level II certification from the International Society of **Automation (ISA)** may be required for classes listed in Section B above, three years from the date of implementation of the requirement, prospectively from that date for employees entering those classes. In the event that such a requirement is imposed, it will not apply to any employee who is already an incumbent of that classification. The City and MEA will meet and confer on the impact of any such changes.
- H. Possession of the Grade I Stationary Engineer certification for classes listed in Section C above may be required within three years from the date of implementation, prospectively from that date for employees entering those classes. In the event that such a requirement is imposed, it will not apply to any employee who is already an incumbent of that classification. The City and MEA will meet and confer on the impact of any such changes.

- I. The City agrees to provide reasonable assistance when necessary for the successful acquisition and maintenance of certifications. All manner of assistance currently being provided to eligible employees by their respective departments shall continue, including certification reimbursements, study aids, etc.
- J. Compensation may be provided for multiple certifications subject to the following criteria: (1) the employee must request approval for multiple certifications in writing to the Human Resources Director via the employee's Deputy Director; (2) the request must describe the responsibilities and duties of his or her position that would be directly related to the additional certification and significantly enhanced by multiple certifications; and (3) the Human Resources Director will respond with an approval or denial. The decision of the Human Resources Director is final.
- K. For multiple certifications not specified in this Article, the request for certification pay must be submitted to the Human Resources Director, who will approve the request if the certification is comparable to those identified in this Article. For purposes of this section, a certification is "comparable" if it is job-related and if it directly and significantly enhances the employee's ability to perform his or her responsibilities and duties.
- L. Employees must use the certification or be in a position where the certifications may be used in the performance of their duties as determined by the department to be eligible for the additional compensation.
- M. Employees in the Librarian series who obtain the Master of Library Science or Master of Library Information Science or equivalent Masters Degree as determined by the Library Director, shall be eligible to receive additional compensation of 5 percent.
- N. Employees in the classifications of Plan Review Specialist I, II, III, and IV, and Supervising Plan Review Specialist who obtain and maintain the International **Codes Council (ICC)** certification as a **Building** Plans Examiner, shall be eligible to receive additional compensation of 5 percent.
- O. Employees in the option classification of Code Enforcement Coordinator who obtain and maintain the **ICC** certification, as determined by the Appointing Authority, shall be eligible to receive additional compensation of 5 percent.
- P. Employees in the classification of Principal Drafting Aide who obtain and maintain the Computer Aided Design and Drafting certification, as determined by the Engineering and Capital Projects Department shall be eligible to receive additional compensation of 5 percent. Employees in the classification of Principal Drafting Aide who obtain and maintain the Geographic Information Systems certification, as determined by the Water Department, shall be eligible to receive additional compensation of 5 percent.

- Q. Employees in the classifications of Senior Zoning Investigator and Zoning Investigator I and II who obtain and maintain the ICC certification, as determined by the Appointing Authority shall be eligible to receive additional compensation of 5 percent.
- R. Employees in the classifications of the Agricultural Lease Manager and Property Agent series who obtain and maintain the International Right of Way Association certification shall be eligible to receive additional compensation of 5 percent.
- S. Employees in the classifications of Equipment Repair Supervisor, Metal Fabrication Supervisor and Fleet Maintenance Supervisor who obtain and maintain the Master Level Automotive Service Excellence certification shall be eligible to receive additional compensation of 5 percent.
- T. Employees in the classification of Document Examiner who obtain and maintain the American Board of Forensic Documents Examiner III certification shall be eligible to receive additional compensation of 5 percent.
- U. Employees in the classification of Latent Print Examiner II who obtain and maintain the certified Latent Print Examiner certification shall be eligible to receive the additional compensation of 5 percent.

ARTICLE 82

San Diego Fire-Rescue Department Dispatchers and Repair Facility

A. Fire Communications.

1. Staffing Levels.

- a. In order to address staffing level concerns by MEA, which may result from the implementation of the Emergency Medical Dispatch (EMD) program, the City agrees to produce to the extent such records exist, and discuss with MEA, records of medical and fire dispatch incidents, call volume, average length of calls, types of calls, and the dispatched calls that the Fire Communications Center handled.

2. Training.

- a. The City will provide MEA with details of the training plan, including the number of hours of classroom training, for EMD related to new responsibilities under the EMD program, prior to finalizing the training plan. If the Fire-Rescue Department and MEA do not mutually agree to the training plan, the Human Resources Director will resolve any outstanding issues.

- b. The City will provide MEA with a work plan for the new Computer Aided Design system training, and installation of the new equipment and work stations. MEA may provide to Fire-Rescue Department and Human Resources input regarding what it considers unresolved issues.

3. Performance Standards.

The City will provide employees with any changes in performance standards related to the EMD program. Employees will be afforded reasonable opportunity to achieve any new standards.

4. Non-City Employees.

Under the new EMD program design, non-City employees will perform dispatch duties related to non-emergency transport and basic life support. Non-City employees will not perform fire or emergency medical dispatch duties or other duties within the scope of MEA's representation and Bargaining Units, nor shall such non-City employees direct the work of Fire-Rescue employees within the scope of MEA's representation and Bargaining Units, Fire-Rescue employees included within the scope of MEA's representation and Bargaining Units will not be required to train non-City employees.

5. Hourly Pool.

The Fire-Rescue Department is committed to developing and maintaining a pool of approximately six (6) trained hourly Dispatchers.

6. Certification Pay.

Fire Dispatchers, Lead Fire Dispatchers (Terminal Class), Fire Dispatch Supervisors and Dispatcher I and II shall be required to obtain and maintain Emergency Medical Dispatch certification, and shall receive an additional 5 percent certification pay upon evidence of such certification. This certification pay shall be considered as part of the employee's base salary.

7. Radio Positions.

The City and MEA agree to resolve concerns related to the changes in responsibilities of radio positions in the Fire-Rescue Department including, but not limited to, the issue of overflow calls.

B. Fire Repair Facility.

1. Under the new Emergency Medical and Medical Transportation Services Program Design, non-City employees will not perform any duties or

responsibilities currently performed by employees within the scope of MEA's representation and Bargaining Units, including, but not limited to, the classification series Storekeeper, Stock Clerk, Auto Messenger, Fleet Parts Buyer, and Equipment Repair Supervisor.

2. Non-City employees in the Repair Facility shall also not perform and or direct the work of Fire-Rescue Department employees within the scope of MEA's representation and Bargaining Units. Fire-Rescue Department employees included within the scope of MEA's representation and Bargaining Units will not be required to train or supervise the work of non-City employees.
3. The City will provide MEA a work plan, for the Fire Repair Facility which will detail planned changes based on the implementation of the paramedic contract. MEA, Fire-Rescue Department, and the Human Resources Department will meet over any unresolved issues impacting MEA-represented employees.

C. Non-City Employees Becoming City Employees.

If the approved contract for Emergency Medical and Medical Transportation Services results in additional positions becoming City jobs which are presently anticipated to be non-City jobs, then those jobs which involve duties and responsibilities which are the same as or similar to those performed by employees within MEA's Bargaining Units shall be included within the scope of MEA's representation and covered by all terms and conditions of this MOU.

D. Monthly Meetings.

Fire-Rescue Department and MEA will meet on a monthly basis to discuss staffing, equipment, call data, performance, and training issues for Fire Communications and the Fire Repair Facility. In addition, MEA and the City agree to meet and confer on issues within the scope of bargaining to update the Communications Policy Manual during the term of this MOU.

ARTICLE 83

Military Leave

Military Leave for members of MEA will be administered in accordance with Personnel Manual Index Code I-10, Military Leave. MEA agrees that the City Council may determine to extend these benefits beyond what is provided in Personnel Manual Index Code I-10 in cases of national emergencies without an obligation to first meet and confer.

ARTICLE 84

Reimbursement of Emergency Meals

Employees who ordinarily qualify for a meal during the performance of after-hours emergency work shall, with the proper receipts, be reimbursed up to \$15.00.

ARTICLE 85

Bereavement Leave

Paid Bereavement Leave of up to **five** days is available upon the death of an employee's spouse, father, mother, brother, sister, son, daughter (son or daughter to include: step-, foster, or adopted) or state-registered domestic partner, with a limit of one **(1)** eligible death per fiscal year. Proof of death (death certificate, obituary, funeral program, etc.) must be provided **before an employee can be paid for** Bereavement Leave, which is in addition to Annual Leave and must be submitted within thirty **(30)** calendar days of when the employee returns to work.

ARTICLE 86

Alcohol Consumption Prohibited

The consumption of alcohol is prohibited during work hours, including breaks and unpaid meal periods.

[A. R. 97.00 will be changed to conform to this provision.]

ARTICLE 87

Discretionary Leave

- A. Each fiscal year during the term of this MOU, all full time bargaining unit members will receive sixteen (16) hours of Discretionary Leave for use during each fiscal year of this MOU and the Discretionary Leave identified in this Section has no eligibility requirements except as set forth in this Section. Three-quarter time employees will receive twelve (12) hours of Discretionary Leave for use during each fiscal year of this MOU. Half time employees will receive eight (8) hours of Discretionary Leave for use during each fiscal year of this MOU.**
- B. Each employee will schedule his or her discretionary leave hours in the same manner as annual leave is presently scheduled pursuant to Article 18 of this MOU.**
- C. All leave granted under this Article must be used by June 30, of each fiscal year, or it will be forfeited.**

D. The **forfeiture** provision of Section C above does not amend, modify or alter any discretionary leave that may be granted under A.R. 95.91, Employee Recognition and Rewards Program.

APPENDIX A

Bargaining Units

ADMINISTRATIVE SUPPORT AND FIELD SERVICE UNIT

Account Clerk	Library Clerk
Account Audit Clerk	Library Technician
Auto Messenger I	Micrographics Clerk
Auto Messenger II	Parking Enforcement Officer I
Benefits Representative I	Parking Enforcement Officer II
Benefits Representative II	Payroll Audit Specialist I
Bookmobile Driver	Payroll Audit Specialist II
Cashier	Payroll Specialist I
Claims Clerk	Payroll Specialist II
Clerical Assistant I	Police Property and Evidence Clerk
Clerical Assistant II	Police Records Clerk
Collections Investigator I	Police Service Officer I
Collections Investigator II	Police Service Officer II
Collections Investigator Trainee	Public Information Clerk
Contracts Processing Clerk	Public Information Specialist
Court Support Clerk I	Public Service Career Trainee
Court Support Clerk II	(if target class is in this unit)
Customer Services Representative	Retirement Assistant
Deputy City Clerk I	Senior Account Clerk
Disposal Site Representative	Senior Account Audit Clerk
Editor/Proofreader	Special Events Traffic Controller I
Executive Secretary	Special Events Traffic Controller II
Field Representative	Stock Clerk
Golf Starter	Storekeeper I
Intermediate Stenographer (Terminal)	Student Worker
Legal Secretary I	Test Administration Specialist
Legal Secretary II	Test Monitor I
Legislative Recorder I	Test Monitor II
Legislative Recorder II	Vehicle and Fuel Clerk
Library Aide	Word Processing Operator

PROFESSIONAL UNIT

Accountant I
Accountant II
Accountant III
Accountant Trainee
Agricultural Lease Manager
Airport Noise Abatement Officer
Asbestos and Lead Program Inspector
Assistant Budget Development Analyst
Assistant Chemist
Assistant Dispute Resolution Officer
Assistant Economist
Assistant Engineer – Civil
Assistant Engineer - Corrosion
Assistant Engineer - Electrical
Assistant Engineer - Mechanical
Assistant Engineer - Traffic
Assistant Management Analyst
Assistant Park Designer
Assistant Planner
Assistant Property Agent
Assistant Rate Analyst
Assistant Trainer
Associate Budget Development Analyst
Associate Communications Engineer
Associate Economist
Associate Engineer - Civil
Associate Engineer - Corrosion
Associate Engineer - Electrical
Associate Engineer - Mechanical
Associate Engineer - Traffic
Associate Management Analyst
Associate Planner
Associate Property Agent
Biologist I
Biologist II
Community Development Specialist I
Community Development Specialist II
Criminalist I
Criminalist II
Deputy Noise Abatement Officer
Development Project Manager I
Development Project Manager II
Development Project Manager III
DNA Technical Manager
Economist
Fitness Specialist
Hazardous Materials Inspector I
Hazardous Materials Inspector II
Hazardous Materials Inspector III
Hazardous Materials/Pretreatment Trainee
Junior Chemist
Junior Engineer - Civil
Junior Engineer - Electrical
Junior Engineer - Mechanical
Junior Planner
Junior Property Agent
Lakes Program Manager
Land Surveying Assistant
Librarian I
Librarian II
Librarian III
Librarian IV
Library Assistant
Management Trainee
Marine Biologist I
Marine Biologist II
Noise Abatement Officer
Park Designer
Park Ranger
Park Ranger Aide
Procurement Specialist
Procurement Trainee
Programmer Analyst I
Programmer Analyst II
Programmer Analyst III
Project Assistant
Project Officer I
Property Agent
Public Information Officer
Public Service Career Trainee (if target class is in this unit)
Rate Analyst
Recreation Center Director I
Recreation Center Director II
Recreation Center Director III

Recreation Specialist
Recycling Specialist I
Recycling Specialist II
Recycling Specialist III
Safety Officer
Senior Budget Development Analyst
Senior Management Analyst
Senior Procurement Specialist

Senior Public Information Officer
Structural Engineering Assistant
Structural Engineering Associate
Trainer
Wastewater Pretreatment Inspector I
Wastewater Pretreatment Inspector II
Wastewater Pretreatment Inspector III

SUPERVISORY UNIT

Airport Manager
Aquatics Technician Supervisor
Area Manager I
Area Manager II
Area Refuse Collection Supervisor
Asbestos Program Manager
Assistant Customer Services Supervisor
Assistant Facility Manager
Associate Chemist
Biologist III
Building Maintenance Supervisor
Building Services Supervisor
Building Supervisor
Carpenter Supervisor
Cemetery Manager
Code Compliance Supervisor
Collections Investigator III
Communications Technician Supervisor
Community Development Specialist III
Customer Services Supervisor
Deputy City Clerk II
Disposal Site Supervisor
District Manager
District Refuse Collection Supervisor
Electrician Supervisor
Electronics Technician Supervisor
Equipment Repair Supervisor
Equipment Service Supervisor
Equipment Trainer
Fire Dispatch Administrator
Fire Dispatch Supervisor
Fleet Repair Supervisor
Fleet Parts Buyer Supervisor
General Utility Supervisor
General Water Utility Supervisor

Golf Course Manager
Golf Course Superintendent
Golf Starter Supervisor
Graphic Communications Manager
Graphic Design Supervisor
Greenskeeper Supervisor
Grounds Maintenance Manager
Grounds Maintenance Supervisor
Hazardous Materials Program Manager
Heating, Ventilating, & Air
Conditioning Supervisor
Horticulturist
Instrumentation and Control Supervisor
Investigation Support Manager
Land Surveying Associate

Marine Biologist III
Metal Fabrication Services Supervisor
Metal Fabrication Supervisor
Motor Sweeper Supervisor
Multimedia Production Coordinator
Nursery Supervisor
Offset Press Supervisor
Painter Supervisor
Parking Enforcement Supervisor
Parking Meter Supervisor
– Payroll Audit Supervisor
Payroll Audit Supervisor – Personnel
(Terminal)
Payroll Supervisor
Pesticide Supervisor
Plant Process Control Supervisor
Plant Technician Supervisor
Plumber Supervisor
Police Code Compliance Supervisor

Police Dispatch Administrator	Senior Disposal Site Supervisor
Police Dispatch Supervisor	Senior Electrical Engineer
Police Records Data Specialist Supervisor	Senior Electrical Inspector
Power Plant Superintendent	Senior Electrical Supervisor
Power Plant Supervisor	Senior Engineer - Fire Protection
Principal City Attorney Investigator	Senior Engineering Geologist
Principal Clerk	Senior Housing Inspector
Principal Customer Services Representative	Senior Land Surveyor
Principal Legal Secretary	Senior Legal Secretary
Principal Paralegal	Senior Legislative Recorder
Principal Plan Review Specialist	Senior Library Technician
Principal Plant Technician Supervisor	Senior Marine Biologist
Principal Police Records Clerk	Senior Mechanical Engineer
Principal Procurement Specialist	Senior Mechanical Inspector
Principal Test Administration Specialist	Senior Paralegal
Principal Utility Supervisor	Senior Park Ranger
Principal Water Utility Supervisor	Senior Parking Enforcement Supervisor
Print Shop Supervisor	Senior Planner
Project Officer II	Senior Plant Technician Supervisor
Property and Evidence Supervisor	Senior Police Records Clerk
Public Information Supervisor	Senior Power Plant Supervisor
Public Works Dispatch Supervisor	Senior Property and Evidence Supervisor
Public Works Superintendent	Senior Structural Inspector
Public Works Supervisor	Senior Systems Analyst
Pump Station Operations Supervisor	Senior Test Administration Specialist
Ranger/Diver Supervisor	Senior Traffic Engineer
Refuse Collection Manager	Senior Utility Supervisor
Roofing Supervisor	Senior Wastewater Operations Supervisor
Safety and Training Manager	Senior Water Operations Supervisor
Senior Accounts Payable Audit Clerk	Senior Water Utility Supervisor
Senior Benefits Representative	Sign Shop Supervisor
Senior Biologist	Special Events Traffic Control Supervisor
Senior Building Maintenance Supervisor	Stadium/Field Manager
Senior Cashier	Stadium Maintenance Supervisor
Senior Chemist	Storekeeper II
Senior Civil Engineer	Storekeeper III
Senior Clerk/Typist	Stores Operations Supervisor
Senior Code Compliance Supervisor	Storm Water Distribution Operations Supervisor
Senior Combination Inspector	Structural Engineering Senior
Senior Communications Engineer	Supervising Academy Instructor
Senior Communications Technician Supervisor	Supervising Cal-ID Technician
Senior Corrosion Specialist	Supervising Crime Scene Specialist
Senior Customer Services Representative	Supervising Criminalist
Senior Disposal Site Representative	Supervising Custodian

Supervising Disposal Site Representative
Supervising Field Representative
Supervising Hazardous Materials
Inspector
Supervising Latent Print Examiner
Supervising Librarian
Supervising Meter Reader
Supervising Plan Review Specialist
Supervising Property Agent
Supervising Public Information Officer
Supervising Recreation Specialist
Supervising Wastewater Pretreatment
Inspector
Traffic Signal Supervisor
Training Supervisor

Tree Maintenance Supervisor
Utility Supervisor
Wastewater Operations Supervisor
Wastewater Pretreatment Program
Manager
Wastewater Treatment Superintendent
Water Distribution Operations
Supervisor
Water Operations Supervisor
Water Production Superintendent
Water Systems District Manager
Water Systems Technician Supervisor
Water Utility Supervisor
Work Control Manager

TECHNICAL UNIT

Administrative Aide I
Administrative Aide II
Assistant Laboratory Technician
Assistant Recreation Center Director
Business Systems Aide
Buyer's Aide I
Buyer's Aide II
Cal-ID Technician
City Attorney Investigator
Claims Aide
Claims Representative I
Claims Representative II
Code Compliance Officer
Combination Inspector I
Combination Inspector II
Crime Scene Specialist
Dispatcher I
Dispatcher II
Dispute Resolution Officer
Document Examiner I
Document Examiner II
Document Examiner III
Drafting Aide
Electrical Inspector I
Electrical Inspector II
Electronic Publishing Specialist
Engineering Trainee
Fire Dispatcher

Fleet Parts Buyer
Forensic Alcohol Analyst
Graphic Designer
Housing Inspector I
Housing Inspector II
Hydrography Aide
Information Systems Technician
Interview and Interrogation Specialist I
Interview and Interrogation Specialist II
Interview and Interrogation Specialist III
Junior Engineering Aide
Laboratory Assistant
Laboratory Technician
Lake Aide I
Lake Aide II
Lake Ranger
Latent Print Examiner I
Latent Print Examiner II
Mechanical Inspector I
Mechanical Inspector II
Multimedia Production Specialist
Paralegal
Personnel Assistant I
Personnel Assistant II
Photographer
Plan Review Specialist I
Plan Review Specialist II
Plan Review Specialist III

Plan Review Specialist IV
Planning Technician I
Planning Technician II
Planning Technician III
Police Code Compliance Officer
Police Dispatcher
Police Investigative **Service Officer I**
Police Investigative **Service Officer II**
Police Lead Dispatcher
Police Records Data Specialist
Pool Guard I
Pool Guard II
Principal Backflow and Cross Connection
Specialist
Principal Drafting Aide
Principal Engineering Aide
Principal Survey Aide
Principal Traffic Engineering Aide
Public Service Career Trainee (if target
class is in this unit)
Public Works Dispatcher
Ranger/Diver I
Ranger/Diver II
Recreation Aide
Recreation Leader I
Recreation Leader II
Safety Representative I
Safety Representative II

Senior Backflow and Cross
Connection Specialist
Senior City Attorney Investigator
Senior Claims Representative
Senior Drafting Aide
Senior Engineering Aide
Senior Police Records Data Specialist
Senior Survey Aide
Senior Workers' Compensation Claims
Representative
Senior Zoning Investigator
Structural Inspector I
Structural Inspector II
Student Engineer
Swimming Pool Manager I
Swimming Pool Manager II
Swimming Pool Manager III
Victim Services Coordinator
Water Systems Technician IV
Workers' Compensation Claims Aide
Workers' Compensation Claims
Representative I
Workers' Compensation Claims
Representative II
Zoning Investigator I
Zoning Investigator

APPENDIX B

Uniforms

A. Area Refuse Collection Supervisor.

Items Required:

1. Pants (Dress Slacks, tan, black or navy blue) (10)
2. Polo Shirts with Logo (short or long sleeve) black, tan, white or gray (10)
3. Jacket (Dickey) (1)*
4. Friday – optional to wear black or navy jeans with Polo shirt with logo

B. Environmental Services Department Safety Representatives I and I, Safety Officer, And Safety & Training Manager.

Items Required:

1. Pants (Dress Slacks, tan, black or navy blue) (10)
2. Polo Shirts with Logo (short or long sleeve) black, tan, white or gray (10)
3. Jacket (Dickey) (1)*
4. Friday – optional to wear black or navy jeans with Polo shirt with logo

C. Auto Messenger (Mailroom Personnel - 20th and B and Library).

Items Required:

1. Shirt (5), with City logo
2. Pants/shorts (5)
3. Jacket (1) with City logo
4. Hats (1) with City logo
5. Gloves (issues)

D. Parking Enforcement Officers I and I, and Parking Enforcement Supervisor.

Items Required:

1. Slacks (5)
2. Belt
3. Tie
4. Hat (2) (optional)
5. Jacket (Chill Chaser) (1)
6. Shirt, Long or Short Sleeve (5)
7. Jacket (Tuffy) (1) (optional)

8. Radio Holder (Issued)
9. Gloves
10. Turtleneck Sweater (1) (optional)
11. Turtleneck Dickie (1) (optional)
12. Name Tag (Issued)
13. Shorts (optional)
14. Sweater (optional)
15. Polo Shirt with logo (optional)
16. Shoes

Parking Enforcement Officers must maintain a minimum of 5 shirts and 5 pants or shorts, which must include at least one pair of regular slacks, one required long sleeve shirt and one required short sleeve shirt.

E. Police Service Officer I and II.

Items Required:

1. Tie
2. Belt
3. Shirt, Long or Short Sleeve (3)
4. Slacks (3)
5. Jacket (Chill Chaser)
6. Utility Belt
7. Belt Keepers (4)
8. Patches (as required by the Police Department)
9. Name Tag
10. Radio Holder*
11. Expandable Baton

F. Police Code Compliance Officer and Police Code Compliance Supervisor.**

Items Required:

1. Belt
2. Shirt (3)
3. Slacks (3)
4. Jacket (Chill Chaser)
5. Hat
6. Utility Belt
7. Belt Keepers (4)

G. Special Events Traffic Controller I and I; Special Events Traffic Control Supervisor.

Items Required:

1. Shirt, Long or Short Sleeve (2)
2. Slacks / Shorts (Optional) (2)
3. Belt (1)
4. Hat (1)
5. Jacket (Chill Chaser) (1)
6. Name Tag (1)
7. Sweater (1) (Optional)

H. Code Compliance Officer and Code Compliance Supervisor (Water Utilities).

Items Required:

1. Belt (Black)
2. Shirt (5) (White)
3. Slacks (5) (Navy)
4. Jacket (Chill Chaser) (Blue)

I. Code Compliance Officer and Code Compliance Supervisor (Fire-Rescue)

Items Required:

- 1. Shirts – (4) Navy Blue, White, Red, Gray – Polo Style, Long or Short Sleeve**
- 2. Pants – (3) Navy Blue – Cargo Style**
- 3. Belt – (1) Black**
- 4. Jacket – (1) Navy Blue Collard**
- 5. Sweatshirt – (1) Navy Blue – Hood Pullover**
- 6. Hat – (1) Navy Blue – Adjustable Baseball Style**
- 7. Hat – (1) Navy Blue – Floppy**

J. Field Representative.

1. (Parking Enforcement)

Items Required:

- a. Shirts/Blouses (3)
- b. Pants/Slacks (3)
- c. Jacket (Chill Chaser)
- d. Belt
- e. Hat

2. Uniform Reimbursement Items.

** When boots are required, the Department shall provide them or reimburse employees for their cost.

K. Swimming Pool Manager; Pool Guard I; Pool Guard I.

Items Required:

1. Swim Suit (2)
2. T-shirts (5)
3. Hat
4. Sweatshirt
5. Collared Shirt (3) Managers Only
6. Sunglasses

L. Park Ranger and Senior Park Ranger.

Items Required:

1. Trousers, Denim (3)
2. Shorts, Bush/6 pocket and Bicycle Compatible (2)
3. Shirts, Long Sleeve (2)
4. Shirts, Short Sleeve (2)
5. Hat, Stetson (Straw) (1)
6. Hat, Stetson (Felt)
7. Hat Band, Leather (2)
8. Polo Shirt with Name & Logo (3)
9. Belt
10. Name Tags (2)
11. Jacket with zip in liner
12. Cap (1)
13. Wool blend trousers (1)*
14. Eisenhower wool blend jacket*

M. Grounds Maintenance Supervisors, Park Use Supervisor, Utility Supervisor (Coastline Parks - Mission Bay Park and Shoreline Park Sections).

1. Items required:

- a. Trousers (7)*
- b. Shirts (7)*
- c. Jacket (1) upon request*
- d. Cap (1) upon request*
- e. T-shirts (optional)

f. Sweatshirts (optional)

*Uniform Reimbursement Items

N. Ranger Diver I and II.

Items Required:

1. Dress shirt with patches (3)
2. Golf/Polo Shirt (5)
3. Tee Shirt (5)
4. Utility Pants (5)
5. Shorts (5)
6. Nylon Windbreaker with fleece flannel lining
7. Name Tag
8. Badge
9. Full Brim Hat
10. Boot steel toe
11. Utility belt (Belt Keepers, pepper spray and holder, expandable baton and holder, handcuffs and holder, radio and holder)
12. Ticket Book
13. Duty Bag

APPENDIX C

Smoking Policy

No smoking in the workplace.

APPENDIX D

Appearance Guidelines

- A. All City employees shall maintain a professional appearance through attire reflecting the specific requirements of his/her job duties.
- B. All employees shall dress in clean clothing, free of tears.
- C. Each employee shall maintain an inoffensive level of personal hygiene.
- D. Each employee shall wear any required safety equipment.
- E. For office personnel, shorts, tank or midriff tops, see-through clothing and flip-flops or thongs are inappropriate.
- F. For office personnel whose job assignments include contact with the public, sweat or jogging outfits or T-shirts of any kind are inappropriate.
- G. Field personnel shall wear full shirts and pants or approved shorts, as well as sturdy, enclosed shoes for safety reasons. For field personnel, inappropriate apparel includes tank or midriff tops, see-through clothing and cut-off shorts.
- H. For field personnel who job assignments include contact with the public, T-shirts of any kind are inappropriate.
- I. No employee may wear any article of clothing, which bears a sexually suggestive or profane symbol or word.
- J. Exceptions to these guidelines include the following or similar circumstances:
 - 1. Uniformed personnel.
 - 2. Special occasions designated by the Department Director or designee.
 - 3. Employees relocating offices, or performing other atypical or unusual job duties.
- K. These guidelines establish minimum standards normally applicable. They will be reasonably applied in order to accommodate the various situations not susceptible to enumeration.

APPENDIX E

Addendum to Article 38, Transportation Programs

Classifications Categorically Eligible for “D” Mileage

Asbestos Program Manager	Principal City Attorney Investigator
Area Manager I	Public Works Superintendent
Area Manager II	Pump Station Operations Supervisor
Building Inspector Supervisor	Safety Officer
City Attorney Investigator	Safety Representative I
Code Compliance Officer	Safety Representative II
Code Compliance Supervisor	Senior City Attorney Investigator
Combination Inspector I	Senior Combination Inspector
Combination Inspector II	Senior Electrical Inspector
District Manager	Senior Electrical Supervisor
Electrical Inspector I	Senior Mechanical Inspector
Electrical Inspector II	Senior Structural Inspector
Field Representative	Senior Power Plant Supervisor
Hazardous Materials Inspector I	Senior Wastewater Operations Supervisor
Hazardous Materials Inspector II	Senior Zoning Investigator
Hazardous Materials Inspector III	Structural Inspector I
Hazardous Materials/Pretreatment Trainee	Structural Inspector II
Hazardous Materials Program Manager	Supervising Field Representative
Information Systems Technician	Supervising Hazardous Materials Inspector
Mechanical Inspector I	Wastewater Operations Supervisor
Mechanical Inspector II	Zoning Investigator I
Meter Reader	Zoning Investigator II
Power Plant Superintendent	
Power Plant Supervisor	

APPENDIX F

Voluntary Certification Pay

Classes Eligible for Voluntary Certification Pay:

General Water Utility Supervisor	Wastewater Pretreatment Inspector I
Principal Water Utility Supervisor	Wastewater Pretreatment Inspector II
Senior Water Utility Supervisor	Wastewater Pretreatment Inspector III
Water Utility Supervisor	Wastewater Pretreatment Program Manager
Assistant Water Distribution Operator	Supervising Wastewater Pretreatment Inspector
Distribution Operator Trainee	
Water Systems Technician IV	Supervising Plan Review Specialist
Water Systems Technician Supervisor	Plan Review Specialist I
Water Systems District Manager	Plan Review Specialist II
	Plan Review Specialist III
Principal Plant Technician Supervisor	Plan Review Specialist IV
Senior Plant Technician Supervisor	An Employee in the Option Classification of Code Enforcement Coordinator
Plant Technician Supervisor	Principal Drafting Aide
	Senior Zoning Investigator
Power Plant Superintendent	Zoning Investigator I
Senior Power Plant Supervisor	Zoning Investigator II
Power Plant Supervisor	Agricultural Lease Manager
Plant Process Control Supervisor	Equipment Repair Supervisor
Instrumentation and Control Supervisor	Fleet Maintenance Supervisor
Electronics Technician Supervisor	Metal Fabrication Supervisor
	Document Examiner
Senior Plant Technician Supervisor (Senior Maintenance Coordinator)	Assistant Property Agent
Plant Process Control Supervisor (Plant Maintenance Coordinator)	Associate Property Agent
	Property Agent
Hazardous Materials Program Manager	Supervising Property Agent
Supervising Hazardous Materials Inspector	Librarian I
Hazardous Materials Inspector I	Librarian II
Hazardous Materials Inspector II	Librarian III
Hazardous Materials Inspector III	Librarian IV
Hazardous Materials/Pretreatment Trainee	Supervising Librarian
	Latent Print Examiner II

APPENDIX G-INTERIM DEFINED CONTRIBUTION PLAN

COALITION AND CITY OF SAN DIEGO

FY2013 PROPOSITION B IMPLEMENTATION NEGOTIATIONS TENTATIVE AGREEMENT

The San Diego Municipal Employees Association, International Association of Fire Fighters, Local 145 ("Local 145"), International Brotherhood of Teamsters, Local 911, Deputy City Attorneys Association of San Diego and Local 127 American Federation of State, County, and Municipal Employees (collectively the "Coalition"), and City of San Diego ("City") have negotiated and reached a tentative agreement on certain terms for an Interim Defined Contribution (DC) Plan on August 16, 2012. Negotiations between the Coalition and City (collectively the "Parties") continue over a Permanent DC Plan.

In accordance with Ground Rule 5, the Parties agree that final approval of the tentative agreement is subject to approval of the City Council.

TERMS FOR INTERIM DC PLAN

INTRODUCTION

1. The purpose of this proposal is to provide a means for an Interim DC Plan to be established expeditiously to accommodate the City's hiring needs without undermining the time otherwise needed for a good faith meet and confer process over the terms of a Permanent DC Plan with disability/death benefit features pursuant to Proposition B. Non-safety employees initially hired after July 19, 2012, who are excluded from SDCERS, will not participate in the 2009 401(a) Plan.
2. The Parties acknowledge and agree that, by entering into this agreement on terms for an Interim DC Plan neither party is prevented from making different proposals during negotiations on the Permanent DC Plan over any aspect of the DC Plan, including the vehicle, vesting schedule for City contributions, the definition of compensation which could include a cap on eligible compensation, the death benefit, disability benefit, and/or the percentage for employer and employee contributions

SPSP-H VEHICLE

3. The SPSP-H Plan (as proposed and modified by this agreement) will be used for purposes of this Interim DC Plan. The City also agrees that any and all "reservation of City's rights" as stated in the SPSP-H Plan document, which relate to employees' rights or benefits under the Plan, is limited by the City's obligations under an agreement for an Interim DC Plan, as well as its obligations under the Meyers-Milias-Brown-Act ("MMBA").

CITY CONTRIBUTIONS

4. Effective October 2, 2012, the City's total mandatory contribution for each Eligible Class Employee as defined in SPSP-H Plan document Article I, section 1.15, subdivision (a)(ii) will be 9.2% for non-safety employees and 11% for safety employees under the Interim DC Plan. These percentages will apply to all compensation as defined in Article I, section 1.10 of the Plan document. For the purpose of this agreement, Eligible Class Employees excludes all hourly employees.
5. The SPSP-H Plan document will also be amended to expand the definition of compensation to include pay in lieu of compensatory time and pay in lieu of cycle time.

EMPLOYEE CONTRIBUTIONS

6. Effective October 2, 2012, the total mandatory post-tax contribution for each Eligible Class Employee will be 9.2% for non-safety employees and 11% for safety employees under this Interim DC Plan. These percentages will apply to all compensation as defined in Article I, section 1.10 of the SPSP-H Plan document and as amended under paragraph 5 above.

VESTING

7. The employee will be 100% vested at all times in all amounts held in his or her SPSP-H account whether contributed by the employee or by the City.

DEATH/DISABILITY

8. The City agrees that the terms of the disability/death benefit adopted in conjunction with a Permanent DC Plan will be made retroactively applicable to any Eligible Class Employee or his/her beneficiary(ies) who suffers a qualifying event during the period of time when this Interim DC Plan is in effect. By this provision, the City agrees to extend to any such Eligible Class Employee or beneficiary the full benefits and rights which would otherwise have been available to him or her had the disability/death benefit adopted in conjunction with a Permanent DC Plan been in effect when the incident giving rise to the Eligible Class Employee's disability or death occurs.

NO UNILATERAL CHANGES

9. No benefits or monies received by employees may be altered by the City during this Interim DC Plan. The Parties acknowledge that negotiations are continuing over a Permanent DC Plan. After the effective date of the Permanent DC Plan the terms may change as set forth in paragraph 2.

RESERVATION OF RIGHTS

10. Each union is participating in this proposal for an Interim DC Plan under continuing protest and objection and while expressly reserving its claims which include but are not limited to the following: (a) Proposition B is unlawful as applied to represented employees due to the City's violation of the MMBA; (b) the City's insistence on altering the terms and conditions of employment for new hires due to the chaptering of Proposition B – and after unilateral imposition of a hiring freeze – is unlawful because each Union has an MOU in effect, which was adopted and made final and binding by the City Council on June 18, 2012, and these MOUs establish the terms and conditions of employment for all new hires through June 30, 2013.

MAKE-WHOLE

11. The parties acknowledge that this agreement for an Interim DC Plan may eventually be impacted by any order or decision in pending consolidated unfair practice cases before PERB once such order or decision becomes final after the exhaustion of all appeals under Government Code section 3509.5.


FOR THE CITY



Timothy Davis
Lead Negotiator, City of San Diego

9/5/2012

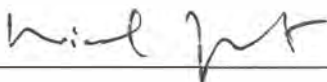
Date



Jay Goldstone,
COO, City of San Diego

Date

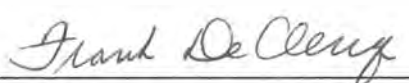
FOR MEA



9/5/12

Date

FOR LOCAL 145



9/5/12

Date

COALITION AND CITY OF SAN DIEGO
FY2013 PROPOSITION B IMPLEMENTATION NEGOTIATIONS
TENTATIVE AGREEMENT

FOR LOCAL 127

Jim Byrd 9.5.12
Date

FOR LOCAL 911

Christy Modam 9-5-2012
Date

FOR DCAA

Michael Anderson 9.5.12
Date

APPENDIX H

Health Care Consolidation/ Cafeteria Benefits Plan

AGREEMENT BETWEEN THE CITY OF SAN DIEGO AND SAN DIEGO MUNICIPAL EMPLOYEES ASSOCIATION (MEA) REGARDING FY14 CAFETERIA PLAN

Pursuant to the provisions of the Meyers-Milias-Brown Act (hereinafter, referred to as "MMBA"), this Side Letter of Agreement is entered into on May 13, 2013, between the City of San Diego (hereinafter referred to as "City") and San Diego Municipal Employees Association (MEA) ("Side Letter Agreement") as an amendment to the current terms and conditions of employment. It is understood and agreed that the specific provisions contained in this Side Letter Agreement shall supersede any previous agreements, whether oral or written, regarding the matters contained herein.

Whereas the City and MEA have met and conferred with the City of San Diego regarding health care consolidation;

And, the City and MEA have mutually reached the following agreement, after meeting and conferring in good faith:

1. This agreement will be effective May 13, 2013 and will be part of the FY14 Cafeteria Benefits Plan;
2. The City will drop the Sharp Health Plan it offers to eligible employees;
3. MEA will allow any City employee (classified, unrepresented, or unclassified) to enroll in the MEA Sharp Health Plans, except those employees represented by San Diego City Firefighters Local 145; however, if the City and Local 145 agree that these employees will have the option to enroll in the MEA Sharp Plan, their enrollment is welcome.
4. MEA agrees to indemnify the City against any and all claims arising out of the administration of MEA's benefits plans.
5. There will be complete transparency by MEA in the administration of its Sharp Health Plans. This means that MEA will provide the City with complete costing information, plan benefits, plan limitations, and plan co-payments.
6. MEA will provide the City with a letter signed by Sharp's authorized representative to verify the amount of all fees, commissions or other remuneration paid to Integrated Labor Solutions (ILS) and/or to MEA in connection with MEA's sponsorship of the MEA Sharp Plan.
7. There will be a joint Labor/Management Committee developed which will include a representative from Risk Management, City Attorney's Office and the Comptroller's Office and up to three representatives from MEA.

This Agreement is executed by the following authorized representatives of each party:

For Municipal Employees Association:



Mike Zucchet, MEA General Manager

5-13-13

Date

For City of San Diego:



Tim Davis, Lead Negotiator

May 13, 2013

Date

APPENDIX I

**Addendum to Uniform Reimbursement/
Corporate Apparel**

**AGREEMENT BETWEEN THE CITY OF SAN DIEGO AND THE MUNICIPAL
EMPLOYEES ASSOCIATION (MEA) REGARDING ADDING SENIOR
ENGINEERING AIDES IN THE PUBLIC UTILITIES WASTEWATER
COLLECTIONS FEWD SECTION TO THE APPROVED LIST FOR CORPORATE
APPAREL**

Whereas the Municipal Employees Association (MEA) has discussed with the City of San Diego the adding of Senior Engineering Aides in the Wastewater Collections FEWD section to the approved list for Corporate Apparel;

And, the City and MEA have mutually reached the following agreement;

The City and MEA agree to the following:

1. The Senior Engineering Aides in the Wastewater Collections FEWD section will be added to the approved list of classifications eligible to receive Corporate Apparel effective April 29, 2013;
2. Article 43, Uniform Reimbursement, Section M will apply to the Senior Engineering Aides in the Wastewater Collections FEWD section.

This Agreement is executed by the following authorized representatives of each party:

For Municipal Employees Association:



Gwen Phillips, Sr. Labor Relations Representative

4/26/2013

Date

For City of San Diego:



Stan Griffith, Assistant Director

4/29/2013

Date



John O'Neill, Labor Relations Officer

4/29/13

Date

APPENDIX J-EXHIBITS A and B TO FY 2011 SALARY ORDINANCE

EXHIBIT A

SALARY TABLE

EXHIBIT A

EFFECTIVE JULY 1, 2010

BASE SALARY TABLE CLASSIFIED SERVICE
Effective 7 - 1 - 2010

RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY
1011	A	1174.40	14.68	1020	A	2120.80	26.51	1103	A	1273.60	15.92
	B	1223.20	15.29		B	2220.00	27.75		B	1331.20	16.64
	C	1281.60	16.02		C	2336.80	29.21		C	1388.00	17.35
	D	1336.80	16.71		D	2449.60	30.62		D	1456.80	18.21
	E	1396.00	17.45		E	2559.20	31.99		E	1532.00	19.15
1012	A	1452.80	18.16	1021	A	2516.00	31.45	1104	A	1211.20	15.14
	B	1519.20	18.99		B	2636.80	32.96		B	1268.00	15.85
	C	1588.80	19.86		C	2762.40	34.53		C	1321.60	16.52
	D	1661.60	20.77		D	2896.80	36.21		D	1387.20	17.34
	E	1740.00	21.75		E	3040.80	38.01		E	1458.40	18.23
1013	A	1594.40	19.93	1022	A	2287.20	28.59	1105	A	1421.60	17.77
	B	1660.80	20.76		B	2396.80	29.96		B	1491.20	18.64
	C	1740.80	21.76		C	2511.20	31.39		C	1560.00	19.50
	D	1816.00	22.70		D	2633.60	32.92		D	1637.60	20.47
	E	1904.00	23.80		E	2764.00	34.55		E	1712.80	21.41
1014	A	1832.00	22.90	1023	A	2079.20	25.99	1106	A	2283.20	28.54
	B	1915.20	23.94		B	2179.20	27.24		B	2394.40	29.93
	C	2001.60	25.02		C	2283.20	28.54		C	2512.80	31.41
	D	2093.60	26.17		D	2394.40	29.93		D	2626.40	32.83
	E	2187.20	27.34		E	2512.80	31.41		E	2760.00	34.50
1015	A	2106.40	26.33	1024	A	2967.20	37.09	1107	A	1637.60	20.47
	B	2202.40	27.53		B	3107.20	38.84		B	1712.80	21.41
	C	2303.20	28.79		C	3263.20	40.79		C	1793.60	22.42
	D	2409.60	30.12		D	3425.60	42.82		D	1884.80	23.56
	E	2514.40	31.43		E	3593.60	44.92		E	1974.40	24.68
1016	A	2404.00	30.05	1025	A	2696.80	33.71	1108	A	1490.40	18.63
	B	2518.40	31.48		B	2824.00	35.30		B	1563.20	19.54
	C	2636.00	32.95		C	2966.40	37.08		C	1637.60	20.47
	D	2761.60	34.52		D	3115.20	38.94		D	1710.40	21.38
	E	2889.60	36.12		E	3266.40	40.83		E	1797.60	22.47
1017	A	2222.40	27.78	1026	A	2397.60	29.97	1110	A	2568.00	32.10
	B	2325.60	29.07		B	2514.40	31.43		B	2689.60	33.62
	C	2446.40	30.58		C	2638.40	32.98		C	2824.80	35.31
	D	2564.80	32.06		D	2757.60	34.47		D	2967.20	37.09
	E	2684.00	33.55		E	2898.40	36.23		E	3111.20	38.89
1018	A	2624.00	32.80	1100	A	2283.20	28.54	1116	A	2079.20	25.99
	B	2748.80	34.36		B	2394.40	29.93		B	2179.20	27.24
	C	2884.00	36.05		C	2512.80	31.41		C	2283.20	28.54
	D	3028.00	37.85		D	2626.40	32.83		D	2394.40	29.93
	E	3172.80	39.66		E	2760.00	34.50		E	2512.80	31.41
1019	A	2808.00	35.10	1102	A	1710.40	21.38	1117	A	1344.00	16.80
	B	2941.60	36.77		B	1797.60	22.47		B	1404.80	17.56
	C	3085.60	38.57		C	1887.20	23.59		C	1465.60	18.32
	D	3240.00	40.50		D	1974.40	24.68		D	1532.80	19.16
	E	3395.20	42.44		E	2079.20	25.99		E	1601.60	20.02

BASE SALARY TABLE CLASSIFIED SERVICE
Effective 7 – 1 – 2010

RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY
1118	A	1972.00	24.65	1137	A	1929.60	24.12	1153	A	2225.60	27.82
	B	2063.20	25.79		B	2024.00	25.30		B	2328.80	29.11
	C	2164.80	27.06		C	2120.00	26.50		C	2440.00	30.50
	D	2265.60	28.32		D	2222.40	27.78		D	2562.40	32.03
	E	2376.80	29.71		E	2325.60	29.07		E	2681.60	33.52
1119	A	2806.40	35.08	1145	A	1877.60	23.47	1156	A	3181.60	39.77
	B	2946.40	36.83		B	1970.40	24.63		B	3342.40	41.78
	C	3091.20	38.64		C	2057.60	25.72		C	3497.60	43.72
	D	3240.80	40.51		D	2148.80	26.86		D	3672.80	45.91
	E	3405.60	42.57		E	2251.20	28.14		E	3850.40	48.13
1122	A	2118.40	26.48	1146	A	2400.80	30.01	1157	A	2225.60	27.82
	B	2222.40	27.78		B	2524.80	31.56		B	2328.80	29.11
	C	2329.60	29.12		C	2645.60	33.07		C	2440.00	30.50
	D	2446.40	30.58		D	2770.40	34.63		D	2562.40	32.03
	E	2568.00	32.10		E	2904.80	36.31		E	2681.60	33.52
1130	A	1758.40	21.98	1147	A	2445.60	30.57	1158	A	1710.40	21.38
	B	1839.20	22.99		B	2560.80	32.01		B	1797.60	22.47
	C	1932.00	24.15		C	2680.80	33.51		C	1887.20	23.59
	D	2028.80	25.36		D	2811.20	35.14		D	1974.40	24.68
	E	2124.80	26.56		E	2942.40	36.78		E	2079.20	25.99
1131	A	2028.80	25.36	1148	A	2023.20	25.29	1159	A	2711.20	33.89
	B	2120.00	26.50		B	2122.40	26.53		B	2840.00	35.50
	C	2231.20	27.89		C	2223.20	27.79		C	2972.80	37.16
	D	2346.40	29.33		D	2332.00	29.15		D	3120.80	39.01
	E	2458.40	30.73		E	2438.40	30.48		E	3272.00	40.90
1132	A	1710.40	21.38	1149	A	3181.60	39.77	1160	A	1296.00	16.20
	B	1797.60	22.47		B	3342.40	41.78		B	1360.80	17.01
	C	1887.20	23.59		C	3497.60	43.72		C	1428.80	17.86
	D	1974.40	24.68		D	3672.80	45.91		D	1493.60	18.67
	E	2079.20	25.99		E	3850.40	48.13		E	1561.60	19.52
1133	A	1456.80	18.21	1150	A	2729.60	34.12	1161	A	2019.20	25.24
	B	1532.00	19.15		B	2864.80	35.81		B	2120.80	26.51
	C	1605.60	20.07		C	3004.00	37.55		C	2226.40	27.83
	D	1678.40	20.98		D	3148.80	39.36		D	2330.40	29.13
	E	1756.80	21.96		E	3304.00	41.30		E	2440.80	30.51
1134	A	2174.40	27.18	1151	A	1710.40	21.38	1162	A	2120.80	26.51
	B	2274.40	28.43		B	1797.60	22.47		B	2226.40	27.83
	C	2376.80	29.71		C	1887.20	23.59		C	2330.40	29.13
	D	2488.00	31.10		D	1974.40	24.68		D	2440.80	30.51
	E	2600.80	32.51		E	2079.20	25.99		E	2560.80	32.01
1136	A	2068.80	25.86	1152	A	2158.40	26.98	1163	A	2435.20	30.44
	B	2171.20	27.14		B	2264.00	28.30		B	2560.80	32.01
	C	2281.60	28.52		C	2379.20	29.74		C	2676.00	33.45
	D	2392.00	29.90		D	2492.00	31.15		D	2811.20	35.14
	E	2512.80	31.41		E	2616.00	32.70		E	2940.80	36.76

BASE SALARY TABLE CLASSIFIED SERVICE
Effective 7 - 1 - 2010

RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY
1164	A	1923.20	24.04	1175	A	1844.00	23.05	1186	A	2953.60	36.92
	B	2021.60	25.27		B	1932.80	24.16		B	3094.40	38.68
	C	2121.60	26.52		C	2027.20	25.34		C	3248.80	40.61
	D	2219.20	27.74		D	2126.40	26.58		D	3408.00	42.60
	E	2326.40	29.		E	2231.20	27.89		E	3571.20	44.64
1165	A	2021.60	25.27	1176	A	1204.00	15.05	1190	A	2079.20	25.99
	B	2121.60	26.52		B	1264.80	15.81		B	2179.20	27.24
	C	2219.20	27.74		C	1328.80	16.61		C	2283.20	28.54
	D	2326.40	29.08		D	1392.80	17.41		D	2394.40	29.93
	E	2438.40	30.48		E	1464.00	18.30		E	2512.80	31.41
1166	A	2321.60	29.02	1177	A	2019.20	25.24	1191	A	1519.20	18.99
	B	2438.40	30.48		B	2120.80	26.51		B	1581.60	19.77
	C	2550.40	31.88		C	2226.40	27.83		C	1659.2	20.74
	D	2680.00	33.50		D	2330.40	29.13		D	1729.60	21.62
	E	2802.40	35.03		E	2440.80	30.51		E	1811.20	22.64
1167	A	2225.60	27.82	1178	A	2120.80	26.51	1192	A	1156.00	14.45
	B	2328.80	29.11		B	2226.40	27.83		B	1212.00	15.15
	C	2440.00	30.50		C	2330.40	29.13		C	1270.40	15.88
	D	2562.40	32.03		D	2440.80	30.51		D	1332.80	16.
	E	2681.60	33.52		E	2560.80	32.01		E	1396.80	17.46
1168	A	1744.00	21.80	1179	A	2435.20	30.44	1193	A	1344.00	16.80
	B	1834.40	22.93		B	2560.80	32.01		B	1404.80	17.56
	C	1928.80	24.11		C	2676.00	33.45		C	1465.60	18.32
	D	2023.20	25.29		D	2811.20	35.14		D	1532.80	19.16
	E	2123.20	26.54		E	2940.80	36.76		E	1602.40	20.03
1170	A	1705.60	21.32	1181	A	1710.40	21.38	1194	A	1151.20	14.39
	B	1792.00	22.40		B	1797.60	22.47		B	1211.20	15.14
	C	1880.80	23.51		C	1887.20	23.59		C	1268.00	15.85
	D	1968.00	24.60		D	1974.40	24.68		D	1321.60	16.52
	E	2072.80	25.91		E	2079.20	25.99		E	1387.20	17.34
1171	A	2019.20	25.24	1183	MIN	2568.00	32.10	1195	A	2370.40	29.63
	B	2120.80	26.51		MAX	3422.40	42.78		B	2488.00	31.10
	C	2226.40	27.83						C	2612.00	32.65
	D	2330.40	29.13						D	2742.40	34.28
	E	2440.80	30.51						E	2880.0	36.00
1172	A	2120.80	26.51	1184	A	2225.60	27.82	1196	A	1797.60	22.47
	B	2226.4	27.83		B	2328.80	29.11		B	1880.80	23.51
	C	233	29.13		C	2440.00	30.50		C	1970.40	24.72
	D	2440.80	30.51		D	2562.40	32.03		D	2079.20	25.99
	E	2560.80	32.01		E	2681.60	33.52		E	2179.20	27.24
1173	A	2435.20	30.44	1185	A	2562.40	32.03	1201	A	1710.40	21.38
	B	2560.80	32.01		B	2681.60	33.52		B	1797.60	22.47
	C	2676.00	33.45		C	2816.00	35.20		C	1887.20	23.59
	D	2811.20	35.14		D	2953.60	36.92		D	1974.40	24.68
	E	2940.80	36.76		E	3094.40	38.68		E	2079.20	25.99

BASE SALARY TABLE CLASSIFIED SERVICE
Effective 7 - 1 - 2010

RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY
1205	A	1740.00	21.75	1223	A	2562.40	32.03	1233	A	2562.40	32.03
	B	1818.40	22.73		B	2681.60	33.52		B	2681.60	33.52
	C	1895.20	23.69		C	2816.00	35.20		C	2816.00	35.20
	D	1981.60	24.77		D	2953.60	36.92		D	2953.60	36.92
	E	2070.40	25.88		E	3094.40	38.68		E	3094.40	38.68
1206	A	1740.00	21.75	1224	A	1969.60	24.62	1235	A	1880.80	23.51
	B	1818.40	22.73		B	2063.20	25.79		B	1968.80	24.61
	C	1895.20	23.69		C	2166.40	27.08		C	2065.60	25.82
	D	1981.60	24.77		D	2276.80	28.46		D	2172.00	27.15
	E	2070.40	25.88		E	2384.80	29.81		E	2276.80	28.46
1207	A	2225.60	27.82	1225	A	2562.40	32.03	1236	A	1008.00	12.60
	B	2328.80	29.11		B	2681.60	33.52		B	1058.40	13.23
	C	2440.00	30.50		C	2816.00	35.20		C	1098.40	13.73
	D	2562.40	32.03		D	2953.60	36.92		D	1151.20	14.39
	E	2681.60	33.52		E	3094.40	38.68		E	1211.20	15.14
1208	A	2225.60	27.82	1226	A	2072.80	25.91	1237	A	1272.00	15.91
	B	2328.80	29.11		B	2172.00	27.15		B	1331.20	16.64
	C	2440.00	30.50		C	2273.60	28.42		C	1388.00	17.35
	D	2562.40	32.03		D	2386.40	29.83		D	1456.80	18.21
	E	2681.60	33.52		E	2504.00	31.30		E	1532.00	19.15
1218	A	2079.20	25.99	1227	A	2181.60	27.27	1238	A	1526.40	19.08
	B	2179.20	27.24		B	2288.00	28.60		B	1602.40	20.03
	C	2283.20	28.54		C	2395.20	29.94		C	1676.80	20.96
	D	2394.40	29.93		D	2513.60	31.42		D	1760.80	22.01
	E	2512.80	31.41		E	2636.00	32.95		E	1848.80	23.11
1219	A	2562.40	32.03	1228	A	2079.20	25.99	1240	A	2283.20	28.54
	B	2681.60	33.52		B	2179.20	27.24		B	2394.40	29.93
	C	2816.00	35.20		C	2283.20	28.54		C	2512.80	31.41
	D	2953.60	36.92		D	2394.40	29.93		D	2626.40	32.83
	E	3094.40	38.68		E	2512.80	31.41		E	2760.00	34.50
1220	A	2384.80	29.81	1229	A	1902.40	23.78	1241	A	2568.00	32.10
	B	2500.00	31.25		B	1992.00	24.90		B	2689.60	33.62
	C	2627.20	32.84		C	2084.00	26.05		C	2824.80	35.31
	D	2759.20	34.49		D	2196.00	27.45		D	2967.20	37.09
	E	2887.20	36.09		E	2296.80	28.71		E	3111.20	38.89
1221	A	2562.40	32.03	1230	A	1664.00	20.80	1242	A	2825.60	35.32
	B	2681.60	33.52		B	1740.80	21.76		B	2959.20	36.99
	C	2816.00	35.20		C	1822.40	22.78		C	3108.00	38.85
	D	2953.60	36.92		D	1913.60	23.92		D	3262.40	40.78
	E	3094.40	38.68		E	1999.20	24.99		E	3422.40	42.78
1222	A	2079.20	25.99	1231	A	2562.40	32.03	1243	A	2825.60	35.32
	B	2179.20	27.24		B	2681.60	33.52		B	2959.20	36.99
	C	2283.20	28.54		C	2816.00	35.20		C	3108.00	38.85
	D	2394.40	29.93		D	2953.60	36.92		D	3262.40	40.78
	E	2512.80	31.41		E	3094.40	38.68		E	3422.40	42.78

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1244	A	3247.20	40.59	1261	A	1110.40	13.88	1275	A	1758.40	21.98
	B	3404.00	42.55		B	1156.00	14.45		B	1836.00	22.95
	C	3572.80	44.66		C	1204.00	15.05		C	1931.20	24.14
	D	3751.20	46.89		D	1261.60	15.77		D	2030.40	25.38
	E	3932.80	49.16		E	1312.80	16.41		E	2126.40	26.58
1246	A	1151.20	14.39	1262	A	1222.40	15.28	1276	A	2019.20	25.24
	B	1211.20	15.14		B	1274.40	15.93		B	2120.80	26.51
	C	1268.00	15.85		C	1321.60	16.52		C	2226.40	27.83
	D	1321.60	16.52		D	1388.80	17.36		D	2330.40	29.13
	E	1387.20	17.34		E	1447.20	18.09		E	2440.80	30.51
1249	A	1975.20	24.69	1264	A	1706.4	21.33	1277	A	2120.80	26.51
	B	2074.40	25.93		B	1791.20	22.39		B	2226.40	27.83
	C	2178.40	27.23		C	1872.00	23.40		C	2330.40	29.13
	D	2287.20	28.59		D	1952.80	24.41		D	2440.80	30.51
	E	2401.60	30.02		E	2046.40	25.58		E	2560.80	32.01
1250	A	1716.80	21.46	1265	A	1449.60	18.12	1278	A	2664.80	33.31
	B	1797.60	22.47		B	1519.20	18.99		B	2800.00	35.00
	C	1888.00	23.60		C	1590.40	19.88		C	2935.20	36.69
	D	1974.40	24.68		D	1660.00	20.75		D	3077.60	38.47
	E	2079.20	25.99		E	1735.20	21.69		E	3225.60	40.32
1253	A	2764.00	34.55	1266	A	1672.80	20.91	1279	A	2958.40	36.98
	B	2895.20	36.19		B	1743.20	21.79		B	3110.40	38.88
	C	3039.20	37.99		C	1827.20	22.84		C	3252.00	40.65
	D	3188.80	39.86		D	1904.80	23.81		D	3414.40	42.68
	E	3348.00	41.85		E	1996.00	24.95		E	3577.60	44.72
1255	A	1211.20	15.14	1267	A	1840.00	23.00	1280	A	1281.60	16.02
	B	1268.00	15.85		B	1917.60	23.97		B	1336.80	16.71
	C	1321.60	16.52		C	2011.20	25.14		C	1396.00	17.45
	D	1387.20	17.34		D	2100.80	26.26		D	1457.60	18.22
	E	1458.40	18.23		E	2196.80	27.46		E	1525.60	19.07
1256	A	1268.00	15.85	1268	A	1211.20	15.14	1282	A	1888.80	23.61
	B	1322.40	16.53		B	1268.00	15.85		B	1979.20	24.74
	C	1387.20	17.34		C	1321.60	16.52		C	2077.60	25.97
	D	1458.40	18.23		D	1387.20	17.34		D	2171.20	27.14
	E	1531.20	19.14		E	1458.40	18.23		E	2288.00	28.60
1257	A	1455.20	18.19	1273	A	2379.20	29.74	1283	A	1490.40	18.63
	B	1525.60	19.07		B	2498.40	31.23		B	1560.00	19.50
	C	1596.00	19.95		C	2616.80	32.71		C	1637.60	20.47
	D	1677.60	20.97		D	2742.40	34.28		D	1712.80	21.41
	E	1760.80	22.01		E	2876.80	35.96		E	1793.60	22.42
1260	A	937.60	11.72	1274	A	1529.60	19.12	1285	A	1395.20	17.44
	B	972.00	12.15		B	1598.40	19.98		B	1457.60	18.22
	C	1016.00	12.70		C	1677.60	20.97		C	1526.40	19.08
	D	1062.40	13.28		D	1758.40	21.98		D	1602.40	20.03
	E	1110.40	13.88		E	1836.00	22.95		E	1681.60	21.02

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1286	A	1421.60	17.77	1305	A	1767.20	22.09	1314	A	1537.60	19.22
	B	1491.20	18.64		B	1871.20	23.39		B	1665.60	20.82
	C	1560.00	19.50		C	1975.20	24.69		C	1793.60	22.42
	D	1637.60	20.47		D	2079.20	25.99		D	1921.60	24.02
	E	1712.80	21.41		E	2079.20	25.99		E	2049.60	25.62
1287	A	1564.80	19.56	1306	A	1247.20	15.59	1315	A	1921.60	24.02
	B	1640.00	20.50		B	1351.20	16.89		B	2049.60	25.62
	C	1715.20	21.44		C	1455.20	18.19		C	2178.40	27.23
	D	1801.60	22.52		D	1559.20	19.49		D	2306.40	28.83
	E	1885.60	23.57		E	1663.20	20.79		E	2434.40	30.43
1288	A	1671.20	20.89	1307	A	1559.20	19.49	1316	A	1172.00	14.65
	B	1744.00	21.80		B	1663.20	20.79		B	1269.60	15.87
	C	1829.60	22.87		C	1767.20	22.09		C	1367.20	17.09
	D	1911.20	23.89		D	1871.20	23.39		D	1464.80	18.31
	E	2000.00	25.00		E	1975.20	24.69		E	1562.40	19.53
1290	A	1892.00	23.65	1308	A	1247.20	15.59	1317	A	1464.80	18.31
	B	1982.40	24.78		B	1351.20	16.89		B	1562.40	19.53
	C	2082.40	26.03		C	1455.20	18.19		C	1660.00	20.75
	D	2185.60	27.32		D	1559.20	19.49		D	1757.60	21.97
	E	2291.20	28.64		E	1663.20	20.79		E	1855.20	23.19
1293	A	1671.20	20.89	1309	A	1559.20	19.49	1318	A	1172.00	14.65
	B	1744.00	21.80		B	1663.20	20.79		B	1269.60	15.87
	C	1828.00	22.85		C	1767.20	22.09		C	1367.20	17.09
	D	1911.20	23.89		D	1871.20	23.39		D	1464.80	18.31
	E	2003.20	25.04		E	1975.20	24.69		E	1562.40	19.53
1296	A	2086.40	26.08	1310	A	1146.40	14.33	1319	A	1464.80	18.31
	B	2187.20	27.34		B	1242.40	15.53		B	1562.40	19.53
	C	2294.40	28.68		C	1337.60	16.72		C	1660.00	20.75
	D	2406.40	30.08		D	1433.60	17.92		D	1757.60	21.97
	E	2520.00	31.50		E	1528.80	19.11		E	1855.20	23.19
1302	A	1100.00	13.75	1311	A	1433.60	17.92	1320	A	1217.60	15.22
	B	1191.20	14.89		B	1528.80	19.11		B	1318.40	16.48
	C	1283.20	16.04		C	1624.80	20.31		C	1420.00	17.75
	D	1374.40	17.18		D	1720.00	21.50		D	1521.60	19.02
	E	1557.60	19.47		E	1816.00	22.70		E	1623.20	20.29
1303	A	1191.20	14.89	1312	A	1247.20	15.59	1321	A	1521.60	19.02
	B	1283.20	16.04		B	1351.20	16.89		B	1623.20	20.29
	C	1374.40	17.18		C	1455.20	18.19		C	1724.80	21.56
	D	1557.60	19.47		D	1559.20	19.49		D	1825.60	22.82
	E	1740.80	21.76		E	1663.20	20.79		E	1927.20	24.09
1304	A	1247.20	15.59	1313	A	1559.20	19.49	1322	A	1247.20	15.59
	B	1351.20	16.89		B	1663.20	20.79		B	1351.20	16.89
	C	1455.20	18.19		C	1767.20	22.09		C	1455.20	18.19
	D	1559.20	19.49		D	1871.20	23.39		D	1559.20	19.49
	E	1663.20	20.79		E	1975.20	24.69		E	1663.20	20.79

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1323	A	1559.20	19.49	1333	A	1912.00	23.90	1342	A	1682.40	21.03
	B	1663.20	20.79		B	2004.80	25.06		B	1768.00	22.10
	C	1767.20	22.09		C	2097.60	26.22		C	1850.40	23.13
	D	1871.20	23.39		D	2207.20	27.59		D	1943.20	24.29
	E	1975.20	24.69		E	2310.40	28.88		E	2036.00	25.45
1324	A	1172.00	14.65	1334	A	1268.00	15.85	1343	A	2036.00	25.45
	B	1269.60	15.87		B	1322.40	16.53		B	2136.00	26.70
	C	1367.20	17.09		C	1387.20	17.34		C	2237.60	27.97
	D	1464.80	18.31		D	1458.40	18.23		D	2344.00	29.30
	E	1562.40	19.53		E	1531.20	19.14		E	2462.40	30.78
1325	A	1464.80	18.31	1335	A	1146.40	14.33	1344	A	2568.00	32.10
	B	1562.40	19.53		B	1242.40	15.53		B	2689.60	33.62
	C	1660.00	20.75		C	1337.60	16.72		C	2824.80	35.31
	D	1757.60	21.97		D	1433.60	17.92		D	2967.20	37.09
	E	1855.20	23.19		E	1624.80	20.31		E	3111.20	38.89
1326	A	1398.40	17.48	1336	A	1242.40	15.53	1346	A	2953.60	36.92
	B	1514.40	18.93		B	1337.60	16.72		B	3094.40	38.68
	C	1631.20	20.39		C	1433.60	17.92		C	3248.80	40.61
	D	1748.00	21.85		D	1624.80	20.31		D	3408.00	42.60
	E	1980.80	24.76		E	1816.00	22.70		E	3571.20	44.64
1327	A	1514.40	18.93	1337	A	1045.60	13.07	1347	A	2161.60	27.02
	B	1631.20	20.39		B	1132.80	14.16		B	2269.60	28.37
	C	1748.00	21.85		C	1220.00	15.25		C	2380.00	29.75
	D	1980.80	24.76		D	1307.20	16.34		D	2493.60	31.17
	E	2213.60	27.67		E	1480.80	18.51		E	2612.80	32.66
1329	A	1364.00	17.05	1338	A	1132.80	14.16	1348	A	2079.20	25.99
	B	1477.60	18.47		B	1220.00	15.25		B	2179.20	27.24
	C	1591.20	19.89		C	1307.20	16.34		C	2283.20	28.54
	D	1705.60	21.32		D	1480.80	18.51		D	2394.40	29.93
	E	1819.20	22.74		E	1655.20	20.69		E	2512.80	31.41
1330	A	1211.20	15.14	1339	A	1705.60	21.32	1349	A	2283.20	28.54
	B	1268.00	15.85		B	1819.20	22.74		B	2394.40	29.93
	C	1321.60	16.52		C	1932.80	24.16		C	2512.80	31.41
	D	1387.20	17.34		D	2046.40	25.58		D	2626.40	32.83
	E	1458.40	18.23		E	2160.00	27.00		E	2760.00	34.50
1331	A	1545.60	19.32	1340	A	1421.60	17.77	1350	A	2951.20	36.89
	B	1620.00	20.25		B	1491.20	18.64		B	3092.00	38.65
	C	1692.00	21.15		C	1560.00	19.50		C	3246.40	40.58
	D	1780.80	22.26		D	1637.60	20.47		D	3405.60	42.57
	E	1866.40	23.33		E	1712.80	21.41		E	3572.80	44.66
1332	A	1738.40	21.73	1341	A	1211.20	15.14	1351	A	1710.40	21.38
	B	1819.20	22.74		B	1268.00	15.85		B	1797.60	22.47
	C	1907.20	23.84		C	1321.60	16.52		C	1887.20	23.59
	D	2005.60	25.07		D	1387.20	17.34		D	1974.40	24.68
	E	2098.40	26.23		E	1458.40	18.23		E	2079.20	25.99

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1352	A	2079.20	25.99	1364	A	2079.20	25.99	1373	A	1833.60	22.92
	B	2179.20	27.24		B	2179.20	27.24		B	1913.60	23.92
	C	2283.20	28.54		C	2283.20	28.54		C	2004.80	25.06
	D	2394.40	29.93		D	2394.40	29.93		D	2084.80	26.06
	E	2512.80	31.41		E	2512.80	31.41		E	2188.00	27.35
1353	A	2394.40	29.93	1365	A	2283.20	28.54	1374	A	1793.60	22.42
	B	2512.80	31.41		B	2394.40	29.93		B	1884.80	23.56
	C	2626.40	32.83		C	2512.80	31.41		C	1973.60	24.67
	D	2760.00	34.50		D	2626.40	32.83		D	2072.80	25.91
	E	2895.20	36.19		E	2760.00	34.50		E	2175.20	27.19
1354	A	2568.00	32.10	1366	A	2568.00	32.10	1375	A	2118.40	26.48
	B	2689.60	33.62		B	2689.60	33.62		B	2222.40	27.78
	C	2824.80	35.31		C	2824.80	35.31		C	2329.60	29.12
	D	2967.20	37.09		D	2967.20	37.09		D	2446.40	30.58
	E	3111.20	38.89		E	3111.20	38.89		E	2568.00	32.10
1355	A	2683.20	33.54	1367	A	1174.40	14.68	1376	A	2333.60	29.17
	B	2812.00	35.15		B	1223.20	15.29		B	2448.00	30.60
	C	2949.60	36.87		C	1281.60	16.02		C	2567.20	32.09
	D	3091.20	38.64		D	1336.80	16.71		D	2695.20	33.69
	E	3244.00	40.55		E	1396.00	17.45		E	2827.20	35.34
1356	A	1432.00	17.90	1368	A	1594.40	19.93	1377	A	1507.20	18.84
	B	1500.00	18.75		B	1660.80	20.76		B	1580.00	19.75
	C	1576.00	19.70		C	1740.80	21.76		C	1659.20	20.74
	D	1645.60	20.57		D	1816.00	22.70		D	1735.20	21.69
	E	1723.20	21.54		E	1904.00	23.80		E	1812.80	22.66
1357	A	1649.60	20.62	1369	A	1832.00	22.90	1378	A	2564.80	32.06
	B	1723.20	21.54		B	1915.20	23.94		B	2688.80	33.61
	C	1811.20	22.64		C	2001.60	25.02		C	2824.80	35.31
	D	1888.80	23.61		D	2093.60	26.17		D	2960.00	37.00
	E	1974.40	24.68		E	2187.20	27.34		E	3110.40	38.88
1361	A	1654.40	20.68	1370	A	2106.40	26.33	1379	A	1387.20	17.34
	B	1732.00	21.65		B	2202.40	27.53		B	1458.40	18.23
	C	1820.80	22.76		C	2303.20	28.79		C	1531.20	19.14
	D	1895.20	23.69		D	2409.60	30.12		D	1598.40	19.98
	E	1988.80	24.86		E	2514.40	31.43		E	1673.60	20.92
1362	A	1902.40	23.78	1371	A	1454.40	18.18	1381	A	1598.40	19.98
	B	1989.60	24.87		B	1524.00	19.05		B	1673.60	20.92
	C	2093.60	26.17		C	1594.40	19.93		C	1755.20	21.94
	D	2183.20	27.29		D	1660.80	20.76		D	1836.00	22.95
	E	2286.40	28.58		E	1740.80	21.76		E	1932.00	24.15
1363	A	1710.40	21.38	1372	A	1672.80	20.91	1382	A	1598.40	19.98
	B	1797.60	22.47		B	1743.20	21.79		B	1673.60	20.92
	C	1887.20	23.59		C	1826.40	22.83		C	1755.20	21.94
	D	1974.40	24.68		D	1904.80	23.81		D	1836.00	22.95
	E	2079.20	25.99		E	1996.80	24.96		E	1932.00	24.15

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RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY
1383	A	1677.60	20.97	1392	A	1371.20	17.14	1401	A	1637.60	20.47
	B	1758.40	21.98		B	1438.40	17.98		B	1712.80	21.41
	C	1843.20	23.04		C	1509.60	18.87		C	1793.60	22.42
	D	1929.60	24.12		D	1576.00	19.70		D	1884.80	23.56
	E	2029.60	25.37		E	1648.80	20.61		E	1974.40	24.68
1384	A	2882.40	36.03	1393	A	2222.40	27.78	1404	A	1938.40	24.23
	B	3017.60	37.72		B	2325.60	29.07		B	2026.40	25.33
	C	3168.80	39.61		C	2446.40	30.58		C	2125.60	26.57
	D	3324.00	41.55		D	2564.80	32.06		D	2225.60	27.82
	E	3482.40	43.53		E	2684.00	33.55		E	2336.00	29.20
1385	A	2562.40	32.03	1394	A	1268.00	15.85	1406	A	2036.00	25.45
	B	2681.60	33.52		B	1322.40	16.53		B	2136.00	26.70
	C	2816.00	35.20		C	1387.20	17.34		C	2237.60	27.97
	D	2953.60	36.92		D	1458.40	18.23		D	2344.00	29.30
	E	3094.40	38.68		E	1531.20	19.14		E	2462.40	30.78
1386	A	1211.20	15.14	1395	A	1268.00	15.85	1407	A	2079.20	25.99
	B	1268.00	15.85		B	1322.40	16.53		B	2179.20	27.24
	C	1321.60	16.52		C	1387.20	17.34		C	2283.20	28.54
	D	1387.20	17.34		D	1458.40	18.23		D	2394.40	29.93
	E	1458.40	18.23		E	1531.20	19.14		E	2512.80	31.41
1387	A	924.80	11.56	1396	A	1455.20	18.19	1410	A	1308.80	16.36
	B	970.40	12.13		B	1525.60	19.07		B	1376.80	17.21
	C	1009.60	12.62		C	1596.00	19.95		C	1441.60	18.02
	D	1058.40	13.23		D	1677.60	20.97		D	1506.40	18.83
	E	1104.80	13.81		E	1760.80	22.01		E	1577.60	19.72
1388	A	1268.00	15.85	1397	A	1710.40	21.38	1411	A	1440.00	18.00
	B	1322.40	16.53		B	1797.60	22.47		B	1518.40	18.98
	C	1387.20	17.34		C	1887.20	23.59		C	1579.20	19.74
	D	1458.40	18.23		D	1974.40	24.68		D	1656.00	20.70
	E	1531.20	19.14		E	2079.20	25.99		E	1737.60	21.72
1389	A	1009.60	12.62	1398	A	1634.40	20.43	1412	A	1268.00	15.85
	B	1058.40	13.23		B	1711.20	21.39		B	1322.40	16.53
	C	1104.80	13.81		C	1793.60	22.42		C	1387.20	17.34
	D	1146.40	14.33		D	1880.00	23.50		D	1458.40	18.23
	E	1201.60	15.02		E	1972.00	24.65		E	1531.20	19.14
1390	A	1104.80	13.81	1399	A	1793.60	22.42	1413	A	2004.00	25.05
	B	1146.40	14.33		B	1888.00	23.60		B	2100.80	26.26
	C	1201.60	15.02		C	1974.40	24.68		C	2211.20	27.64
	D	1249.60	15.62		D	2066.40	25.83		D	2308.00	28.85
	E	1306.40	16.33		E	2167.20	27.09		E	2422.40	30.28
1391	A	2461.60	30.77	1400	A	2066.40	25.83	1414	A	3026.40	37.83
	B	2576.00	32.21		B	2171.20	27.14		B	3168.80	39.61
	C	2703.20	33.79		C	2275.20	28.44		C	3327.20	41.59
	D	2837.60	35.47		D	2379.20	29.74		D	3490.40	43.63
	E	2973.60	37.17		E	2498.40	31.23		E	3656.80	45.71

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1415	A	2079.20	25.99	1424	A	2283.20	28.54	1435	A	2088.80	26.11
	B	2179.20	27.24		B	2394.40	29.93		B	2196.80	27.46
	C	2283.20	28.54		C	2512.80	31.41		C	2299.20	28.74
	D	2394.40	29.93		D	2626.40	32.83		D	2409.60	30.12
	E	2512.80	31.41		E	2760.00	34.50		E	2525.60	31.57
1416	A	2568.00	32.10	1425	A	2950.40	36.88	1436	A	1384.80	17.31
	B	2689.60	33.62		B	3086.40	38.58		B	1452.00	18.15
	C	2824.80	35.31		C	3237.60	40.47		C	1519.20	18.99
	D	2967.20	37.09		D	3392.80	42.41		D	1581.60	19.77
	E	3111.20	38.89		E	3561.60	44.52		E	1659.20	20.74
1417	A	1710.40	21.38	1426	A	2236.80	27.96	1437	A	1706.40	21.33
	B	1797.60	22.47		B	2343.20	29.29		B	1791.20	22.39
	C	1887.20	23.59		C	2443.20	30.54		C	1872.00	23.40
	D	1974.40	24.68		D	2562.40	32.03		D	1952.80	24.41
	E	2079.20	25.99		E	2682.40	33.53		E	2046.40	25.58
1418	A	2398.40	29.98	1427	A	2564.80	32.06	1438	A	1519.20	18.99
	B	2513.60	31.42		B	2689.60	33.62		B	1581.60	19.77
	C	2637.60	32.97		C	2823.20	35.29		C	1659.20	20.74
	D	2767.20	34.59		D	2958.40	36.98		D	1729.60	21.62
	E	2893.60	36.17		E	3100.00	38.75		E	1811.20	22.64
1419	A	1386.40	17.33	1428	A	1811.20	22.64	1439	A	1449.60	18.12
	B	1463.20	18.29		B	1900.00	23.75		B	1519.20	18.99
	C	1525.60	19.07		C	1978.40	24.73		C	1590.40	19.88
	D	1600.80	20.01		D	2079.20	25.99		D	1660.00	20.75
	E	1673.60	20.92		E	2174.40	27.18		E	1735.20	21.69
1420	A	1631.20	20.39	1429	A	2568.00	32.10	1440	A	1590.40	19.88
	B	1706.40	21.33		B	2689.60	33.62		B	1660.00	20.75
	C	1792.80	22.41		C	2824.80	35.31		C	1735.20	21.69
	D	1874.40	23.43		D	2967.20	37.09		D	1816.00	22.70
	E	1968.00	24.60		E	3111.20	38.89		E	1902.40	23.78
1421	A	2616.00	32.70	1430	A	2604.80	32.56	1441	A	1668.00	20.85
	B	2734.40	34.18		B	2728.80	34.11		B	1740.80	21.76
	C	2876.80	35.96		C	2856.80	35.71		C	1826.40	22.83
	D	3016.80	37.71		D	3000.80	37.51		D	1904.80	23.81
	E	3158.40	39.48		E	3150.40	39.38		E	1992.80	24.91
1422	A	1488.00	18.60	1431	A	2065.60	25.82	1442	A	1829.60	22.87
	B	1560.00	19.50		B	2172.00	27.15		B	1921.60	24.02
	C	1637.60	20.47		C	2276.00	28.45		C	2021.60	25.27
	D	1708.80	21.36		D	2383.20	29.79		D	2103.20	26.29
	E	1791.20	22.39		E	2498.40	31.23		E	2212.80	27.66
1423	A	1708.80	21.36	1432	A	1231.20	15.39	1443	A	1811.20	22.64
	B	1791.20	22.39		B	1295.20	16.19		B	1900.00	23.75
	C	1881.60	23.52		C	1348.00	16.85		C	1978.40	24.73
	D	1970.40	24.63		D	1419.20	17.74		D	2079.20	25.99
	E	2065.60	25.82		E	1484.80	18.56		E	2174.40	27.18

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1444	A	2065.60	25.82	1453	A	3181.60	39.77	1466	A	1855.20	23.19
	B	2172.00	27.15		B	3342.40	41.78		B	1947.20	24.34
	C	2276.00	28.45		C	3497.60	43.72		C	2039.20	25.49
	D	2383.20	29.79		D	3672.80	45.91		D	2137.60	26.72
	E	2498.40	31.23		E	3850.40	48.13		E	2243.20	28.04
1445	A	1660.00	20.75	1456	A	2729.60	34.12	1467	A	1103.20	13.79
	B	1735.20	21.69		B	2864.80	35.81		B	1152.00	14.40
	C	1816.00	22.70		C	3004.00	37.55		C	1200.80	15.01
	D	1902.40	23.78		D	3148.80	39.36		D	1254.40	15.68
	E	1987.20	24.84		E	3304.00	41.30		E	1307.20	16.34
1446	A	1706.40	21.33	1457	A	2953.60	36.92	1468	A	1221.60	15.27
	B	1791.20	22.39		B	3094.40	38.68		B	1270.40	15.88
	C	1872.00	23.40		C	3248.80	40.61		C	1332.00	16.65
	D	1952.80	24.41		D	3408.00	42.60		D	1389.60	17.37
	E	2046.40	25.58		E	3571.20	44.64		E	1452.80	18.16
1447	A	1835.20	22.94	1458	A	2368.80	29.61	1469	A	1332.00	16.65
	B	1920.00	24.00		B	2491.20	31.14		B	1389.60	17.37
	C	2004.80	25.06		C	2598.40	32.48		C	1452.80	18.16
	D	2098.40	26.23		D	2732.00	34.15		D	1514.40	18.93
	E	2198.40	27.48		E	2864.00	35.80		E	1586.40	19.83
1448	A	1933.60	24.17	1461	A	1506.40	18.83	1470	A	1454.40	18.18
	B	2019.20	25.24		B	1576.80	19.71		B	1524.00	19.05
	C	2120.80	26.51		C	1658.40	20.73		C	1596.80	19.96
	D	2228.80	27.86		D	1738.40	21.73		D	1673.60	20.92
	E	2335.20	29.19		E	1812.00	22.65		E	1749.60	21.87
1449	A	1160.00	14.50	1462	A	2020.00	25.25	1474	A	2020.00	25.25
	B	1212.80	15.16		B	2114.40	26.43		B	2114.40	26.43
	C	1272.80	15.91		C	2225.60	27.82		C	2225.60	27.82
	D	1315.20	16.44		D	2332.80	29.16		D	2332.80	29.16
	E	1380.00	17.25		E	2437.60	30.47		E	2437.60	30.47
1450	A	1407.20	17.59	1463	A	1187.20	14.84	1475	A	2368.80	29.61
	B	1468.80	18.36		B	1242.40	15.53		B	2491.20	31.14
	C	1536.00	19.20		C	1308.00	16.35		C	2598.40	32.48
	D	1605.60	20.07		D	1373.60	17.17		D	2732.00	34.15
	E	1677.60	20.97		E	1432.80	17.91		E	2864.00	35.80
1451	A	1504.80	18.81	1464	A	1586.40	19.83	1476	A	2729.60	34.12
	B	1575.20	19.69		B	1668.80	20.86		B	2864.80	35.81
	C	1656.80	20.71		C	1741.60	21.77		C	3004.00	37.55
	D	1732.00	21.65		D	1819.20	22.74		D	3148.80	39.36
	E	1816.00	22.70		E	1915.20	23.94		E	3304.00	41.30
1452	A	1315.20	16.44	1465	A	1243.20	15.54	1480	A	1151.20	14.39
	B	1380.00	17.25		B	1304.80	16.31		B	1211.20	15.14
	C	1440.00	18.00		C	1371.20	17.14		C	1268.00	15.85
	D	1504.80	18.81		D	1430.40	17.88		D	1321.60	16.52
	E	1576.00	19.70		E	1496.80	18.71		E	1387.20	17.34

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1481	A	1329.60	16.62	1507	A	1729.60	21.62	1518	A	1824.00	22.80
	B	1388.00	17.35		B	1811.20	22.64		B	1922.40	24.03
	C	1453.60	18.17		C	1906.40	23.83		C	2004.00	25.05
	D	1520.80	19.01		D	1998.40	24.98		D	2096.00	26.20
	E	1596.80	19.96		E	2088.00	26.10		E	2202.40	27.53
1482	A	1174.40	14.68	1508	A	1454.40	18.18	1520	A	1636.00	20.45
	B	1223.20	15.29		B	1524.00	19.05		B	1715.20	21.44
	C	1281.60	16.02		C	1594.40	19.93		C	1798.40	22.48
	D	1336.80	16.71		D	1660.80	20.76		D	1881.60	23.52
	E	1396.00	17.45		E	1740.80	21.76		E	1971.20	24.64
1483	A	1454.40	18.18	1509	A	2040.80	25.51	1522	A	2169.60	27.12
	B	1524.00	19.05		B	2141.60	26.77		B	2283.20	28.54
	C	1596.80	19.96		C	2249.60	28.12		C	2388.80	29.86
	D	1673.60	20.92		D	2352.00	29.40		D	2504.80	31.31
	E	1749.60	21.87		E	2467.20	30.84		E	2624.00	32.80
1488	A	2282.40	28.53	1510	A	1811.20	22.64	1523	A	1996.00	24.95
	B	2388.00	29.85		B	1900.00	23.75		B	2091.20	26.14
	C	2509.60	31.37		C	1978.40	24.73		C	2181.60	27.27
	D	2625.60	32.82		D	2079.20	25.99		D	2290.40	28.63
	E	2760.00	34.50		E	2174.40	27.18		E	2396.00	29.95
1489	A	1880.80	23.51	1511	A	2065.60	25.82	1524	A	1639.20	20.49
	B	1968.80	24.61		B	2172.00	27.15		B	1712.80	21.41
	C	2065.60	25.82		C	2276.00	28.45		C	1797.60	22.47
	D	2172.00	27.15		D	2383.20	29.79		D	1880.00	23.50
	E	2276.80	28.46		E	2498.40	31.23		E	1972.80	24.66
1490	A	1664.00	20.80	1512	A	1444.80	18.06	1525	A	1923.20	24.04
	B	1740.80	21.76		B	1518.40	18.98		B	2019.20	25.24
	C	1822.40	22.78		C	1590.40	19.88		C	2120.00	26.50
	D	1913.60	23.92		D	1665.60	20.82		D	2225.60	27.82
	E	1999.20	24.99		E	1742.40	21.78		E	2328.80	29.11
1498	A	1836.00	22.95	1513	A	1393.60	17.42	1526	A	1793.60	22.42
	B	1922.40	24.03		B	1449.60	18.12		B	1884.80	23.56
	C	2009.60	25.12		C	1519.20	18.99		C	1973.60	24.67
	D	2101.60	26.27		D	1590.40	19.88		D	2072.80	25.91
	E	2201.60	27.52		E	1660.00	20.75		E	2175.20	27.19
1500	A	2806.40	35.08	1514	A	2040.80	25.51	1527	A	2118.40	26.48
	B	2946.40	36.83		B	2141.60	26.77		B	2222.40	27.78
	C	3091.20	38.64		C	2249.60	28.12		C	2329.60	29.12
	D	3240.80	40.51		D	2352.00	29.40		D	2446.40	30.58
	E	3405.60	42.57		E	2467.20	30.84		E	2568.00	32.10
1506	A	1289.60	16.12	1517	A	1016.80	12.71	1528	A	2806.40	35.08
	B	1350.40	16.88		B	1064.80	13.31		B	2946.40	36.83
	C	1420.80	17.76		C	1120.00	14.00		C	3091.20	38.64
	D	1488.00	18.60		D	1176.00	14.70		D	3240.80	40.51
	E	1552.00	19.40		E	1227.20	15.34		E	3405.60	42.57

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1530	A	1634.40	20.43	1546	A	1923.20	24.04	1562	A	1923.20	24.04
	B	1711	21.39		B	2019.20	25.24		B	2019.20	25.24
	C	1793.60	22.42		C	2120.00	26.50		C	2120.00	26.50
	D	1880.00	23.50		D	2225.60	27.82		D	2225.60	27.82
	E	1972.00	24.65		E	2328.80	29.11		E	2328.80	29.11
1531	A	1104.80	13.81	1552	A	1923.20	24.04	1563	A	1603.20	20.04
	B	1155.20	14.44		B	2019.20	25.24		B	1676.00	20.95
	C	1209.60	15.12		C	2120.00	26.50		C	1756.80	21.96
	D	1268.80	15.86		D	2225.60	27.82		D	1844.00	23.05
	E	1332.00	16.65		E	2328.80	29.11		E	1932.80	24.16
1532	A	1234.40	15.43	1555	A	1488.00	18.60	1564	A	1490.40	18.63
	B	1297.60	16.22		B	1560.00	19.50		B	1563.20	19.54
	C	1354.40	16.93		C	1637.60	20.47		C	1637.60	20.47
	D	1428.00	17.85		D	1708.80	21.36		D	1710.40	21.38
	E	1492.80	18.66		E	1791	22.39		E	1797.60	22.47
1533	A	1752.80	21.91	1556	A	2951.20	36.89	1565	A	958.40	11.98
	B	1844.00	23.05		B	3092.00	38.65		B	1004.00	12.55
	C	1925.60	24.07		C	3246.40	40.58		C	1056.00	13.20
	D	2023.20	25.29		D	3405.60	42.57		D	1104.80	13.81
	E	2118.40	26.48		E	3572.80	44.66		E	1155.20	14.44
1535	A	1151.20	14.39	1557	A	2568.00	32.10	1568	A	1281.60	16.02
	B	1211.20	15.14		B	2689.60	33.62		B	1336.80	16.71
	C	1268.00	15.85		C	2824.80	35.31		C	1396.00	17.45
	D	1321.60	16.52		D	2967.20	37.09		D	1457.60	18.22
	E	1387.20	17.34		E	3111.20	38.89		E	1525.60	19.07
1536	A	1268.00	15.85	1558	A	2079.20	25.99	1569	A	958.40	11.98
	B	1322.40	16.53		B	2179.20	27.24		B	1008.00	12.60
	C	1387.20	17.34		C	2283.20	28.54		C	1058.40	13.23
	D	1458.40	18.23		D	2394.40	29.93		D	1098.40	13.73
	E	1531.20	19.14		E	2512.80	31.41		E	1151.20	14.39
1538	A	1490.40	18.63	1559	A	1710.40	21.38	1570	A	2293.60	28.67
	B	1563.20	19.54		B	1797.60	22.47		B	2403.20	30.04
	C	1637.60	20.47		C	1887.20	23.59		C	2517.60	31.47
	D	1710.40	21.38		D	1974.40	24.68		D	2646.40	33.08
	E	1797.60	22.47		E	2079.20	25.99		E	2772.00	34.65
1543	A	1797.60	22.47	1560	A	1061.60	13.27	1571	A	1668.00	20.85
	B	1888.80	23.61		B	1109.60	13.87		B	1746.40	21.83
	C	1980.00	24.75		C	1155.20	14.44		C	1828.80	22.86
	D	2068.80	25.86		D	1206.40	15.08		D	1922.40	24.03
	E	2171.20	27.14		E	1256.80	15.71		E	2009.60	25.12
1544	A	2333.60	29.17	1561	A	2283.20	28.54	1572	A	903.20	11.29
	B	2448.00	30.60		B	2394.40	29.93		B	944.80	11.81
	C	2567.20	32.09		C	2512.80	31.41		C	981.60	12.27
	D	2695.20	33.69		D	2626.40	32.83		D	1026.40	12.83
	E	2827.20	35.34		E	2760.00	34.50		E	1068.00	13.35

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1573	A	1828.00	22.85	1585	A	2336.00	29.20	1594	A	1334.40	16.68
	B	1908.80	23.86		B	2457.60	30.72		B	1393.60	17.42
	C	1999.20	24.99		C	2578.40	32.23		C	1449.60	18.12
	D	2088.80	26.11		D	2708.00	33.85		D	1519.20	18.99
	E	2186.40	27.33		E	2836.80	35.46		E	1590.40	19.88
1575	A	1233.60	15.42	1586	A	1571.20	19.64	1595	A	1539.20	19.24
	B	1296.80	16.21		B	1645.60	20.57		B	1608.80	20.11
	C	1356.00	16.95		C	1730.40	21.63		C	1682.40	21.03
	D	1425.60	17.82		D	1811.20	22.64		D	1758.40	21.98
	E	1493.60	18.67		E	1894.40	23.68		E	1833.60	22.92
1576	A	1493.60	18.67	1587	A	3312.80	41.41	1596	A	2239.20	27.99
	B	1563.20	19.54		B	3476.80	43.46		B	2347.20	29.34
	C	1639.20	20.49		C	3645.60	45.57		C	2459.20	30.74
	D	1715.20	21.44		D	3813.60	47.67		D	2581.60	32.27
	E	1795.20	22.44		E	3998.40	49.98		E	2708.80	33.86
1577	A	1675.20	20.94	1588	A	804.80	10.06	1597	A	1700.80	21.26
	B	1754.40	21.93		B	844.00	10.55		B	1776.00	22.20
	C	1837.60	22.97		C	876.80	10.96		C	1864.00	23.30
	D	1925.60	24.07		D	923.20	11.54		D	1943.20	24.29
	E	2025.60	25.32		E	965.60	12.07		E	2032.80	25.41
1578	A	980.00	12.25	1589	A	2752.00	34.40	1598	A	2014.40	25.18
	B	1026.40	12.83		B	2888.80	36.11		B	2112.80	26.41
	C	1076.00	13.45		C	3027.20	37.84		C	2211.20	27.64
	D	1122.40	14.03		D	3168.80	39.61		D	2320.00	29.00
	E	1180.80	14.76		E	3323.20	41.54		E	2430.40	30.38
1579	A	1122.40	14.03	1590	A	1234.40	15.43	1599	A	2825.60	35.32
	B	1174.40	14.68		B	1298.40	16.23		B	2959.20	36.99
	C	1223.20	15.29		C	1360.80	17.01		C	3108.00	38.85
	D	1281.60	16.02		D	1421.60	17.77		D	3262.40	40.78
	E	1336.80	16.71		E	1493.60	18.67		E	3420.80	42.76
1580	A	1562.40	19.53	1591	A	1298.40	16.23	1601	A	2065.60	25.82
	B	1644.80	20.56		B	1361.60	17.02		B	2172.00	27.15
	C	1720.00	21.50		C	1422.40	17.78		C	2276.00	28.45
	D	1796.00	22.45		D	1490.40	18.63		D	2383.20	29.79
	E	1887.20	23.59		E	1560.00	19.50		E	2498.40	31.23
1583	A	1593.60	19.92	1592	A	2283.20	28.54	1602	A	1774.40	22.18
	B	1668.00	20.85		B	2399.20	29.99		B	1850.40	23.13
	C	1748.00	21.85		C	2513.60	31.42		C	1934.40	24.18
	D	1836.80	22.96		D	2634.40	32.93		D	2028.80	25.36
	E	1920.00	24.00		E	2759.20	34.49		E	2125.60	26.57
1584	A	1919.20	23.99	1593	A	1890.40	23.63	1603	A	2084.00	26.05
	B	2006.40	25.08		B	1989.60	24.87		B	2190.40	27.38
	C	2106.40	26.33		C	2080.80	26.01		C	2293.60	28.67
	D	2197.60	27.47		D	2174.40	27.18		D	2396.80	29.96
	E	2311.20	28.89		E	2288.00	28.60		E	2520.80	31.51

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1604	A	2400.80	30.01	1615	A	2568.00	32.10	1627	A	1228.80	15.36
	B	2520.80	31.51		B	2689.60	33.62		B	1284.80	16.06
	C	2641.60	33.02		C	2824.80	35.31		C	1340.00	16.75
	D	2775.20	34.69		D	2967.20	37.09		D	1399.20	17.49
	E	2907.20	36.34		E	3111.20	38.89		E	1464.00	18.30
1605	A	1964.00	24.55	1616	A	2088.80	26.11	1628	A	1454.40	18.18
	B	2062.40	25.78		B	2196.80	27.46		B	1524.00	19.05
	C	2165.60	27.07		C	2299.20	28.74		C	1596.80	19.96
	D	2273.60	28.42		D	2409.60	30.12		D	1673.60	20.92
	E	2388.00	29.85		E	2525.60	31.57		E	1749.60	21.87
1608	A	1706.40	21.33	1617	A	1151.20	14.39	1630	A	1504.00	18.80
	B	1791.20	22.39		B	1211.20	15.14		B	1578.40	19.73
	C	1872.00	23.40		C	1268.00	15.85		C	1658.40	20.73
	D	1952.80	24.41		D	1321.60	16.52		D	1734.40	21.68
	E	2046.40	25.58		E	1387.20	17.34		E	1811.20	22.64
1609	A	1800.00	22.50	1618	A	1791.20	22.39	1631	A	2079.20	25.99
	B	1888.80	23.61		B	1880.80	23.51		B	2179.20	27.24
	C	1980.00	24.75		C	1963.20	24.54		C	2283.20	28.54
	D	2066.40	25.83		D	2051.20	25.64		D	2394.40	29.93
	E	2171.20	27.14		E	2145.60	26.82		E	2512.80	31.41
1610	A	2066.40	25.83	1622	A	2384.80	29.81	1632	A	1284.80	16.06
	B	2171.20	27.14		B	2500.00	31.25		B	1339.20	16.74
	C	2282.40	28.53		C	2628.80	32.86		C	1399.20	17.49
	D	2390.40	29.88		D	2760.00	34.50		D	1463.20	18.29
	E	2512.80	31.41		E	2887.20	36.09		E	1529.60	19.12
1611	A	2384.80	29.81	1623	A	1800.00	22.50	1634	A	1579.20	19.74
	B	2500.00	31.25		B	1888.80	23.61		B	1657.60	20.72
	C	2628.80	32.86		C	1980.00	24.75		C	1742.40	21.78
	D	2760.00	34.50		D	2066.40	25.83		D	1827.20	22.84
	E	2887.20	36.09		E	2171.20	27.14		E	1918.40	23.98
1612	A	2283.20	28.54	1624	A	2066.40	25.83	1635	A	1600.00	20.00
	B	2394.40	29.93		B	2171.20	27.14		B	1676.80	20.96
	C	2512.80	31.41		C	2282.40	28.53		C	1752.80	21.91
	D	2626.40	32.83		D	2390.40	29.88		D	1832.80	22.91
	E	2760.00	34.50		E	2512.80	31.41		E	1921.60	24.02
1613	A	1710.40	21.38	1625	A	1557.60	19.47	1637	A	1822.40	22.78
	B	1797.60	22.47		B	1626.40	20.33		B	1906.40	23.83
	C	1887.20	23.59		C	1702.40	21.28		C	2003.20	25.04
	D	1974.40	24.68		D	1780.80	22.26		D	2103.20	26.29
	E	2079.20	25.99		E	1865.60	23.32		E	2202.40	27.53
1614	A	2079.20	25.99	1626	A	1557.60	19.47	1638	A	2564.00	32.05
	B	2179.20	27.24		B	1626.40	20.33		B	2683.20	33.54
	C	2283.20	28.54		C	1702.40	21.28		C	2819.20	35.24
	D	2394.40	29.93		D	1780.80	22.26		D	2958.40	36.98
	E	2512.80	31.41		E	1865.60	23.32		E	3096.00	38.70

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1639	A	1656.80	20.71	1649	A	1526.40	19.08	1658	A	2121.60	26.52
	B	1738.40	21.73		B	1602.40	20.03		B	2219.20	27.74
	C	1818.40	22.73		C	1676.80	20.96		C	2328.80	29.11
	D	1904.80	23.81		D	1760.80	22.01		D	2440.00	30.50
	E	1990.40	24.88		E	1848.80	23.11		E	2556.00	31.95
1640	A	1370.40	17.13	1650	A	2273.60	28.42	1659	A	1678.40	20.98
	B	1434.40	17.93		B	2386.40	29.83		B	1758.40	21.98
	C	1505.60	18.82		C	2504.00	31.30		C	1844.80	23.06
	D	1575.20	19.69		D	2618.40	32.73		D	1929.60	24.12
	E	1648.00	20.60		E	2750.40	34.38		E	2027.20	25.34
1641	A	1589.60	19.87	1651	A	1421.60	17.77	1660	A	1588.00	19.85
	B	1659.20	20.74		B	1491.20	18.64		B	1660.80	20.76
	C	1739.20	21.74		C	1560.00	19.50		C	1737.60	21.72
	D	1814.40	22.68		D	1637.60	20.47		D	1826.40	22.83
	E	1900.00	23.75		E	1712.80	21.41		E	1906.40	23.83
1642	A	1979.20	24.74	1652	A	1454.40	18.18	1661	A	1914.40	23.93
	B	2068.00	25.85		B	1524.00	19.05		B	2015.20	25.19
	C	2177.60	27.22		C	1594.40	19.93		C	2096.80	26.21
	D	2288.80	28.61		D	1660.80	20.76		D	2201.60	27.52
	E	2398.40	29.98		E	1740.80	21.76		E	2308.80	28.86
1644	A	1517.60	18.97	1653	A	1594.40	19.93	1662	A	1637.60	20.47
	B	1585.60	19.82		B	1660.80	20.76		B	1712.80	21.41
	C	1654.40	20.68		C	1740.80	21.76		C	1793.60	22.42
	D	1729.60	21.62		D	1816.00	22.70		D	1884.80	23.56
	E	1809.60	22.62		E	1904.00	23.80		E	1974.40	24.68
1645	A	1571.20	19.64	1654	A	1749.60	21.87	1663	A	1056.00	13.20
	B	1645.60	20.57		B	1829.60	22.87		B	1104.80	13.81
	C	1725.60	21.57		C	1916.80	23.96		C	1155.20	14.44
	D	1806.40	22.58		D	2001.60	25.02		D	1209.60	15.12
	E	1890.40	23.63		E	2093.60	26.17		E	1268.80	15.86
1646	A	1820.80	22.76	1655	A	1564.80	19.56	1664	A	1268.80	15.86
	B	1904.80	23.81		B	1637.60	20.47		B	1332.00	16.65
	C	1990.40	24.88		C	1720.00	21.50		C	1387.20	17.34
	D	2075.20	25.94		D	1800.00	22.50		D	1454.40	18.18
	E	2176.80	27.21		E	1887.20	23.59		E	1526.40	19.08
1647	A	1456.80	18.21	1656	A	1722.40	21.53	1665	A	1526.40	19.08
	B	1532.00	19.15		B	1800.00	22.50		B	1596.80	19.96
	C	1607.20	20.09		C	1888.80	23.61		C	1673.60	20.92
	D	1678.40	20.98		D	1978.40	24.73		D	1756.80	21.96
	E	1758.40	21.98		E	2076.80	25.96		E	1841.60	23.02
1648	A	1331.20	16.64	1657	A	1934.40	24.18	1666	A	1996.00	24.95
	B	1388.80	17.36		B	2027.20	25.34		B	2091.20	26.14
	C	1456.80	18.21		C	2124.80	26.56		C	2181.60	27.27
	D	1532.00	19.15		D	2227.20	27.84		D	2290.40	28.63
	E	1607.20	20.09		E	2334.40	29.18		E	2396.00	29.95

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1667	A	958.40	11.98	1678	A	1563.20	19.54	1697	A	1612.80	20.16
	B	1004.00	12.55		B	1637.60	20.47		B	1684.80	21.06
	C	1056.00	13.20		C	1710.40	21.38		C	1767.20	22.09
	D	1104.80	13.81		D	1797.60	22.47		D	1857.60	23.22
	E	1155.20	14.44		E	1887.20	23.59		E	1943.20	24.29
1668	A	2169.60	27.12	1680	A	4524.80	56.56	1698	A	2958.40	36.98
	B	2283.20	28.54		B	4730.40	59.13		B	3101.60	38.77
	C	2388.80	29.86		C	4949.60	61.87		C	3256.00	40.70
	D	2504.80	31.31		D	5179.20	64.74		D	3405.60	42.57
	E	2624.00	32.80		E	5419.20	67.74		E	3576.80	44.71
1669	A	2025.60	25.32	1683	A	3753.60	46.92	1699	A	1352.00	16.90
	B	2112.80	26.41		B	3921.60	49.02		B	1425.60	17.82
	C	2214.40	27.68		C	4103.20	51.29		C	1490.40	18.63
	D	2315.20	28.94		D	4294.40	53.68		D	1563.20	19.54
	E	2416.80	30.21		E	4492.80	56.16		E	1637.60	20.47
1670	A	2424.00	30.30	1684	A	2538.40	31.73	1714	A	1740.00	21.75
	B	2537.60	31.72		B	2659.20	33.24		B	1827.20	22.84
	C	2664.00	33.30		C	2788.00	34.85		C	1904.00	23.80
	D	2792.80	34.91		D	2929.60	36.62		D	1995.20	24.94
	E	2924.80	36.56		E	3067.20	38.34		E	2097.60	26.22
1671	A	2310.40	28.88	1692	A	1894.40	23.68	1715	A	2394.40	29.93
	B	2420.00	30.25		B	1983.20	24.79		B	2510.40	31.38
	C	2535.20	31.69		C	2083.20	26.04		C	2632.00	32.90
	D	2659.20	33.24		D	2179.20	27.24		D	2763.20	34.54
	E	2787.20	34.84		E	2287.20	28.59		E	2887.20	36.09
1672	A	1749.60	21.87	1693	A	2416.80	30.21	1716	A	1490.40	18.63
	B	1832.80	22.91		B	2533.60	31.67		B	1560.00	19.50
	C	1921.60	24.02		C	2654.40	33.18		C	1637.60	20.47
	D	2004.00	25.05		D	2790.40	34.88		D	1709.60	21.37
	E	2097.60	26.22		E	2920.80	36.51		E	1793.60	22.42
1673	A	1457.60	18.22	1694	A	2533.60	31.67	1717	A	1912.00	23.90
	B	1525.60	19.07		B	2654.40	33.18		B	1996.00	24.95
	C	1594.40	19.93		C	2790.40	34.88		C	2088.80	26.11
	D	1665.60	20.82		D	2920.80	36.51		D	2186.40	27.33
	E	1740.00	21.75		E	3064.00	38.30		E	2282.40	28.53
1675	A	1811.20	22.64	1695	A	2538.40	31.73	1718	A	2120.80	26.51
	B	1900.00	23.75		B	2659.20	33.24		B	2226.40	27.83
	C	1978.40	24.73		C	2788.00	34.85		C	2330.40	29.13
	D	2079.20	25.99		D	2929.60	36.62		D	2440.80	30.51
	E	2174.40	27.18		E	3067.20	38.34		E	2560.80	32.01
1677	A	2065.60	25.82	1696	A	2933.60	36.67	1719	A	1331.20	16.64
	B	2172.00	27.15		B	3078.40	38.48		B	1395.20	17.44
	C	2276.00	28.45		C	3226.40	40.33		C	1455.20	18.19
	D	2383.20	29.79		D	3386.40	42.33		D	1525.60	19.07
	E	2498.40	31.23		E	3546.40	44.33		E	1596.80	19.96

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RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY
1720	A	1268.00	15.85	1730	A	1923.20	24.04	1747	A	1490.40	18.63
	B	1322.40	16.53		B	2019.20	25.24		B	1563.20	19.54
	C	1387.20	17.34		C	2120.00	26.50		C	1637.60	20.47
	D	1458.40	18.23		D	2225.60	27.82		D	1710.40	21.38
	E	1531.20	19.14		E	2328.80	29.11		E	1797.60	22.47
1721	A	1760.80	22.01	1732	A	1596.00	19.95	1748	A	1710.40	21.38
	B	1841.60	23.02		B	1660.80	20.76		B	1797.60	22.47
	C	1928.80	24.11		C	1741.60	21.77		C	1887.20	23.59
	D	2028.80	25.36		D	1816.00	22.70		D	1974.40	24.68
	E	2123.20	26.54		E	1902.40	23.78		E	2079.20	25.99
1722	A	1675.20	20.94	1734	A	2000.00	25.00	1749	A	2079.20	25.99
	B	1755.20	21.94		B	2097.60	26.22		B	2179.20	27.24
	C	1834.40	22.93		C	2198.40	27.48		C	2283.20	28.54
	D	1931.20	24.14		D	2303.20	28.79		D	2394.40	29.93
	E	2023.20	25.29		E	2416.80	30.21		E	2512.80	31.41
1723	A	1756.80	21.96	1735	A	1640.00	20.50	1750	A	2225.60	27.82
	B	1841.60	23.02		B	1712.80	21.41		B	2328.80	29.11
	C	1924.80	24.06		C	1795.20	22.44		C	2440.00	30.50
	D	2025.60	25.32		D	1887.20	23.59		D	2562.40	32.03
	E	2121.60	26.52		E	1972.80	24.66		E	2681.60	33.52
1724	A	2684.00	33.55	1736	A	2198.40	27.48	1751	A	2562.40	32.03
	B	2806.40	35.08		B	2292.00	28.65		B	2681.60	33.52
	C	2948.80	36.86		C	2393.60	29.92		C	2816.00	35.20
	D	3085.60	38.57		D	2500.00	31.25		D	2953.60	36.92
	E	3235.20	40.44		E	2620.00	32.75		E	3094.40	38.68
1725	A	1923.20	24.04	1737	A	1519.20	18.99	1752	A	2953.60	36.92
	B	2019.20	25.24		B	1581.60	19.77		B	3094.40	38.68
	C	2120.00	26.50		C	1659.20	20.74		C	3248.80	40.61
	D	2225.60	27.82		D	1729.60	21.62		D	3408.00	42.60
	E	2328.80	29.11		E	1811.20	22.64		E	3571.20	44.64
1726	A	1675.20	20.94	1738	A	1742.40	21.78	1754	A	2816.80	35.21
	B	1754.40	21.93		B	1820.80	22.76		B	2949.60	36.87
	C	1837.60	22.97		C	1908.80	23.86		C	3096.00	38.70
	D	1925.60	24.07		D	1988.00	24.85		D	3248.00	40.60
	E	2025.60	25.32		E	2083.20	26.04		E	3405.60	42.57
1727	A	1923.20	24.04	1739	A	2671.20	33.39	1756	A	2283.20	28.54
	B	2019.20	25.24		B	2805.60	35.07		B	2394.40	29.93
	C	2120.00	26.50		C	2935.20	36.69		C	2512.80	31.41
	D	2225.60	27.82		D	3079.20	38.49		D	2626.40	32.83
	E	2328.80	29.11		E	3225.60	40.32		E	2760.00	34.50
1728	A	2700.80	33.76	1746	A	1211.20	15.14	1757	A	2799.20	34.99
	B	2828.80	35.36		B	1268.00	15.85		B	2932.80	36.66
	C	2973.60	37.17		C	1321.60	16.52		C	3078.40	38.48
	D	3114.40	38.93		D	1387.20	17.34		D	3232.80	40.41
	E	3271.20	40.89		E	1458.40	18.23		E	3390.40	42.38

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RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY
1758	A	1268.00	15.85	1777	A	1673.60	20.92	1798	A	2288.00	28.60
	B	1322.40	16.53		B	1749.60	21.87		B	2395.20	29.94
	C	1387.20	17.34		C	1837.60	22.97		C	2516.00	31.45
	D	1458.40	18.23		D	1932.80	24.16		D	2636.80	32.96
	E	1531.20	19.14		E	2027.20	25.34		E	2760.00	34.50
1759	A	1455.20	18.19	1778	A	1387.20	17.34	1801	A	1455.20	18.19
	B	1525.60	19.07		B	1458.40	18.23		B	1525.60	19.07
	C	1596.00	19.95		C	1531.20	19.14		C	1596.00	19.95
	D	1677.60	20.97		D	1598.40	19.98		D	1677.60	20.97
	E	1760.80	22.01		E	1673.60	20.92		E	1760.80	22.01
1762	A	2952.80	36.91	1783	A	2283.20	28.54	1802	A	1786.40	22.33
	B	3095.20	38.69		B	2393.60	29.92		B	1868.80	23.36
	C	3246.40	40.58		C	2510.40	31.38		C	1952.80	24.41
	D	3408.00	42.60		D	2628.00	32.85		D	2038.40	25.48
	E	3577.60	44.72		E	2764.00	34.55		E	2137.60	26.72
1765	A	1753.60	21.92	1784	A	1430.40	17.88	1803	A	1672.00	20.90
	B	1841.60	23.02		B	1503.20	18.79		B	1741.60	21.77
	C	1925.60	24.07		C	1572.80	19.66		C	1827.20	22.84
	D	2020.80	25.26		D	1652.00	20.65		D	1904.00	23.80
	E	2108.00	26.35		E	1730.40	21.63		E	1992.00	24.90
1766	A	1375.20	17.19	1793	A	2626.40	32.83	1804	A	2760.00	34.50
	B	1448.00	18.10		B	2760.00	34.50		B	2887.20	36.09
	C	1513.60	18.92		C	2895.20	36.19		C	3030.40	37.88
	D	1582.40	19.78		D	3039.20	37.99		D	3172.80	39.66
	E	1657.60	20.72		E	3184.00	39.80		E	3325.60	41.57
1767	A	1580.00	19.75	1794	A	716.00	8.95	1805	A	2824.80	35.31
	B	1664.00	20.80		B	750.40	9.38		B	2960.00	37.00
	C	1740.80	21.76		C	791.20	9.89		C	3105.60	38.82
	D	1825.60	22.82		D	823.20	10.29		D	3260.00	40.75
	E	1906.40	23.83		E	858.40	10.73		E	3416.80	42.71
1769	A	2568.00	32.10	1795	A	2824.80	35.31	1806	A	2953.60	36.92
	B	2689.60	33.62		B	2960.00	37.00		B	3094.40	38.68
	C	2824.80	35.31		C	3105.60	38.82		C	3248.80	40.61
	D	2967.20	37.09		D	3260.00	40.75		D	3408.00	42.60
	E	3111.20	38.89		E	3416.80	42.71		E	3571.20	44.64
1774	A	1268.00	15.85	1796	A	1529.60	19.12	1808	A	1476.00	18.45
	B	1322.40	16.53		B	1600.00	20.00		B	1543.20	19.29
	C	1387.20	17.34		C	1675.20	20.94		C	1610.40	20.13
	D	1458.40	18.23		D	1761.60	22.02		D	1681.60	21.02
	E	1531.20	19.14		E	1839.20	22.99		E	1761.60	22.02
1776	A	121	15.14	1797	A	1640.00	20.50	1809	A	1455.20	18.19
	B	1268.00	15.85		B	1712.80	21.41		B	1525.60	19.07
	C	1321.60	16.52		C	1795.20	22.44		C	1596.00	19.95
	D	1387.20	17.34		D	1887.20	23.59		D	1677.60	20.97
	E	1458.40	18.23		E	1972.80	24.66		E	1760.80	22.01

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RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY
1810	A	1811.20	22.64	1823	A	2227.20	27.84	1839	A	2294.40	28.68
	B	1900.00	23.75		B	2331.20	29.14		B	2399.20	29.99
	C	1978.40	24.73		C	2447.20	30.59		C	2513.60	31.42
	D	2079.20	25.99		D	2568.00	32.10		D	2624.00	32.80
	E	2174.40	27.18		E	2689.60	33.62		E	2748.00	34.35
1811	A	2240.80	28.01	1824	A	1828.00	22.85	1840	A	1387.20	17.34
	B	2345.60	29.32		B	1901.60	23.77		B	1458.40	18.23
	C	2461.60	30.77		C	1979.20	24.74		C	1531.20	19.14
	D	2578.40	32.23		D	2061.60	25.77		D	1598.40	19.98
	E	2708.80	33.86		E	2152.00	26.90		E	1673.60	20.92
1816	A	2824.80	35.31	1825	A	1604.80	20.06	1841	A	2409.60	30.12
	B	2960.00	37.00		B	1682.40	21.03		B	2520.00	31.50
	C	3105.60	38.82		C	1768.80	22.11		C	2632.00	32.90
	D	3260.00	40.75		D	1850.40	23.13		D	2758.40	34.48
	E	3416.80	42.71		E	1940.80	24.26		E	2884.00	36.05
1817	A	1539.20	19.24	1826	A	1940.80	24.26	1842	A	2079.20	25.99
	B	1608.00	20.10		B	2032.80	25.41		B	2179.20	27.24
	C	1682.40	21.03		C	2136.00	26.70		C	2283.20	28.54
	D	1760.80	22.01		D	2237.60	27.97		D	2394.40	29.93
	E	1839.20	22.99		E	2347.20	29.34		E	2512.80	31.41
1818	A	1734.40	21.68	1830	A	2953.60	36.92	1844	A	1387.20	17.34
	B	1816.00	22.70		B	3094.40	38.68		B	1458.40	18.23
	C	1906.40	23.83		C	3248.80	40.61		C	1531.20	19.14
	D	2004.00	25.05		D	3408.00	42.60		D	1598.40	19.98
	E	2098.40	26.23		E	3571.20	44.64		E	1673.60	20.92
1819	A	1525.60	19.07	1832	A	1740.80	21.76	1849	A	2435.20	30.44
	B	1596.00	19.95		B	1810.40	22.63		B	2560.80	32.01
	C	1668.00	20.85		C	1885.60	23.57		C	2676.00	33.45
	D	1742.40	21.78		D	1964.00	24.55		D	2811.20	35.14
	E	1828.00	22.85		E	2051.20	25.64		E	2940.80	36.76
1820	A	1846.40	23.08	1833	A	1281.60	16.02	1850	A	2075.20	25.94
	B	1930.40	24.13		B	1336.80	16.71		B	2167.20	27.09
	C	2024.00	25.30		C	1396.00	17.45		C	2283.20	28.54
	D	2120.00	26.50		D	1457.60	18.22		D	2393.60	29.92
	E	2224.80	27.81		E	1525.60	19.07		E	2510.40	31.38
1821	A	1979.20	24.74	1834	A	1420.00	17.75	1851	A	2760.00	34.50
	B	2068.00	25.85		B	1483.20	18.54		B	2887.20	36.09
	C	2177.60	27.22		C	1551.20	19.39		C	3030.40	37.88
	D	2288.80	28.61		D	1624.00	20.30		D	3172.80	39.66
	E	2398.40	29.98		E	1698.40	21.23		E	3325.60	41.57
1822	A	2217.60	27.72	1835	A	1955.20	24.44	1852	A	1525.60	19.07
	B	2323.20	29.04		B	2036.80	25.46		B	1601.60	20.02
	C	2432.00	30.40		C	2133.60	26.67		C	1673.60	20.92
	D	2552.00	31.90		D	2230.40	27.88		D	1759.20	21.99
	E	2669.60	33.37		E	2334.40	29.18		E	1847.20	23.09

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RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY
1853	A	1455.20	18.19	1864	A	1387.20	17.34	1874	A	2711.20	33.89
	B	1525.60	19.07		B	1457.60	18.22		B	2840.00	35.50
	C	1596.00	19.95		C	1532.80	19.16		C	2972.80	37.16
	D	1677.60	20.97		D	1608.00	20.10		D	3120.80	39.01
	E	1760.80	22.01		E	1678.40	20.98		E	3272.00	40.90
1854	A	2759.20	34.49	1865	A	1356.00	16.95	1875	A	2953.60	36.92
	B	2887.20	36.09		B	1422.40	17.78		B	3094.40	38.68
	C	3029.60	37.87		C	1493.60	18.67		C	3248.80	40.61
	D	3172.80	39.66		D	1564.80	19.56		D	3408.00	42.60
	E	3325.60	41.57		E	1639.20	20.49		E	3571.20	44.64
1855	A	2953.60	36.92	1866	A	2202.40	27.53	1876	A	1675.20	20.94
	B	3094.40	38.68		B	2314.40	28.93		B	1754.40	21.93
	C	3248.80	40.61		C	2429.60	30.37		C	1837.60	22.97
	D	3408.00	42.60		D	2536.80	31.71		D	1925.60	24.07
	E	3571.20	44.64		E	2661.60	33.27		E	2025.60	25.32
1856	A	3315.20	41.44	1867	A	2125.60	26.57	1877	A	2390.40	29.88
	B	3468.00	43.35		B	2237.60	27.97		B	2509.60	31.37
	C	3643.20	45.54		C	2344.80	29.31		C	2624.00	32.80
	D	3821.60	47.77		D	2462.40	30.78		D	2758.40	34.48
	E	4004.80	50.06		E	2580.80	32.26		E	2886.40	36.08
1857	A	1849.60	23.12	1868	A	1465.60	18.32	1878	A	2953.60	36.92
	B	1932.80	24.16		B	1533.60	19.17		B	3094.40	38.68
	C	2028.80	25.36		C	1602.40	20.03		C	3248.80	40.61
	D	2124.00	26.55		D	1673.60	20.92		D	3408.00	42.60
	E	2232.00	27.90		E	1744.00	21.80		E	3571.20	44.64
1859	A	2348.00	29.35	1870	A	1816.00	22.70	1879	A	1387.20	17.34
	B	2460.00	30.75		B	1901.60	23.77		B	1458.40	18.23
	C	2565.60	32.07		C	1997.60	24.97		C	1531.20	19.14
	D	2690.40	33.63		D	2096.00	26.20		D	1598.40	19.98
	E	2816.00	35.20		E	2197.60	27.47		E	1673.60	20.92
1860	A	1455.20	18.19	1871	A	2079.20	25.99	1880	A	2122.40	26.53
	B	1525.60	19.07		B	2179.20	27.24		B	2230.40	27.88
	C	1596.00	19.95		C	2283.20	28.54		C	2336.80	29.21
	D	1677.60	20.97		D	2394.40	29.93		D	2450.40	30.63
	E	1760.80	22.01		E	2512.80	31.41		E	2571.20	32.14
1861	A	1708.80	21.36	1872	A	2513.60	31.42	1881	A	1708.80	21.36
	B	1791.20	22.39		B	2636.00	32.95		B	1791.20	22.39
	C	1881.60	23.52		C	2758.40	34.48		C	1881.60	23.52
	D	1970.40	24.63		D	2895.20	36.19		D	1970.40	24.63
	E	2065.60	25.82		E	3039.20	37.99		E	2065.60	25.82
1863	A	2953.60	36.92	1873	A	1421.60	17.77	1883	A	3137.60	39.22
	B	3094.40	38.68		B	1492.80	18.66		B	3289.60	41.12
	C	3248.80	40.61		C	1562.40	19.53		C	3460.00	43.25
	D	3408.00	42.60		D	1640.00	20.50		D	3620.00	45.25
	E	3571.20	44.64		E	1712.80	21.41		E	3795.20	47.44

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1884	A	3137.60	39.22	1894	A	1449.60	18.12	1903	A	1455.20	18.19
	B	3289.60	41.12		B	1519.20	18.99		B	1525.60	19.07
	C	3460.00	43.25		C	1590.40	19.88		C	1596.80	19.96
	D	3620.00	45.25		D	1660.00	20.75		D	1675.20	20.94
	E	3795.20	47.44		E	1735.20	21.69		E	1758.40	21.98
1885	A	2453.60	30.67	1895	A	1889.60	23.62	1904	A	2079.20	25.99
	B	2572.00	32.15		B	1972.80	24.66		B	2179.20	27.24
	C	2702.40	33.78		C	2060.00	25.75		C	2283.20	28.54
	D	2830.40	35.38		D	2163.20	27.04		D	2394.40	29.93
	E	2973.60	37.17		E	2260.00	28.25		E	2512.80	31.41
1886	A	1845.60	23.07	1896	A	2564.80	32.06	1905	A	1209.60	15.12
	B	1935.20	24.19		B	2688.80	33.61		B	1268.00	15.85
	C	2021.60	25.27		C	2824.80	35.31		C	1321.60	16.52
	D	2124.80	26.56		D	2960.00	37.00		D	1387.20	17.34
	E	2228.80	27.86		E	3110.40	38.88		E	1455.20	18.19
1887	A	2487.20	31.09	1897	A	1749.60	21.87	1906	A	1416.00	17.70
	B	2598.40	32.48		B	1832.80	22.91		B	1488.80	18.61
	C	2719.20	33.99		C	1924.80	24.06		C	1558.40	19.48
	D	2844.00	35.55		D	2008.00	25.10		D	1635.20	20.44
	E	2972.80	37.16		E	2097.60	26.22		E	1709.60	21.37
1888	A	2719.20	33.99	1898	A	1449.60	18.12	1907	A	1558.40	19.48
	B	2848.80	35.61		B	1519.20	18.99		B	1635.20	20.44
	C	2997.60	37.47		C	1590.40	19.88		C	1709.60	21.37
	D	3137.60	39.22		D	1660.00	20.75		D	1793.60	22.42
	E	3289.60	41.12		E	1735.20	21.69		E	1880.80	23.51
1890	A	2070.40	25.88	1899	A	1156.00	14.45	1908	A	1174.40	14.68
	B	2164.80	27.06		B	1210.40	15.13		B	1223.20	15.29
	C	2262.40	28.28		C	1268.80	15.86		C	1281.60	16.02
	D	2371.20	29.64		D	1331.20	16.64		D	1336.80	16.71
	E	2476.80	30.96		E	1395.20	17.44		E	1396.00	17.45
1891	A	1634.40	20.43	1900	A	1641.60	20.52	1909	A	1472.80	18.41
	B	1706.40	21.33		B	1719.20	21.49		B	1535.20	19.19
	C	1780.80	22.26		C	1796.00	22.45		C	1606.40	20.08
	D	1872.00	23.40		D	1891.20	23.64		D	1680.00	21.00
	E	1952.80	24.41		E	1976.80	24.71		E	1752.00	21.90
1892	A	2297.60	28.72	1901	A	1531.20	19.14	1910	A	1027.20	12.84
	B	2415.20	30.19		B	1601.60	20.02		B	1073.60	13.42
	C	2532.80	31.66		C	1675.20	20.94		C	1123.20	14.04
	D	2659.20	33.24		D	1764.00	22.05		D	1179.20	14.74
	E	2793.60	34.92		E	1841.60	23.02		E	1231.20	15.39
1893	A	1594.40	19.93	1902	A	1331.20	16.64	1912	A	1814.40	22.68
	B	1671.20	20.89		B	1395.20	17.44		B	1895.20	23.69
	C	1748.00	21.85		C	1455.20	18.19		C	1992.80	24.91
	D	1828.00	22.85		D	1525.60	19.07		D	2079.20	25.99
	E	1908.80	23.86		E	1596.80	19.96		E	2177.60	27.22

BASE SALARY TABLE CLASSIFIED SERVICE
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RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY
1913	A	1902.40	23.78	1923	A	2568.00	32.10	1932	A	1371.20	17.14
	B	1992.80	24.91		B	2689.60	33.62		B	1434.40	17.93
	C	2079.20	25.99		C	2824.80	35.31		C	1506.40	18.83
	D	2183.20	27.29		D	2967.20	37.09		D	1575.20	19.69
	E	2284.00	28.55		E	3111.20	38.89		E	1650.40	20.63
1914	A	804.80	10.06	1924	A	2823.20	35.29	1933	A	1501.60	18.77
	B	844.00	10.55		B	2958.40	36.98		B	1573.60	19.67
	C	876.80	10.96		C	3105.60	38.82		C	1651.20	20.64
	D	923.20	11.54		D	3256.00	40.70		D	1725.60	21.57
	E	958.40	11.98		E	3408.80	42.61		E	1804.80	22.56
1915	A	2436.80	30.46	1925	A	1432.80	17.91	1934	A	1305.60	16.32
	B	2561.60	32.02		B	1500.80	18.76		B	1368.80	17.11
	C	2676.00	33.45		C	1568.80	19.61		C	1436.00	17.95
	D	2811.20	35.14		D	1644.80	20.56		D	1500.80	18.76
	E	2940.00	36.75		E	1720.00	21.50		E	1569.60	19.62
1917	A	2568.00	32.10	1926	A	2568.00	32.10	1935	A	2953.60	36.92
	B	2689.60	33.62		B	2689.60	33.62		B	3094.40	38.68
	C	2824.80	35.31		C	2824.80	35.31		C	3248.80	40.61
	D	2967.20	37.09		D	2967.20	37.09		D	3408.00	42.60
	E	3111.20	38.89		E	3111.20	38.89		E	3571.20	44.64
1918	A	2105.60	26.32	1927	A	2559.20	31.99	1936	A	1053.60	13.17
	B	2216.80	27.71		B	2680.80	33.51		B	1104.00	13.80
	C	2306.40	28.83		C	2815.20	35.19		C	1152.80	14.41
	D	2421.60	30.27		D	2956.00	36.95		D	1209.60	15.12
	E	2540.00	31.75		E	3099.20	38.74		E	1268.00	15.85
1919	A	1180.00	14.75	1928	A	2332.80	29.16	1937	A	2240.80	28.01
	B	1233.60	15.42		B	2440.00	30.50		B	2345.60	29.32
	C	1297.60	16.22		C	2564.80	32.06		C	2461.60	30.77
	D	1352.00	16.90		D	2684.80	33.56		D	2578.40	32.23
	E	1425.60	17.82		E	2812.00	35.15		E	2708.80	33.86
1920	A	1526.40	19.08	1929	A	2568.00	32.10	1938	A	2225.60	27.82
	B	1601.60	20.02		B	2689.60	33.62		B	2328.80	29.11
	C	1681.60	21.02		C	2824.80	35.31		C	2440.00	30.50
	D	1769.60	22.12		D	2967.20	37.09		D	2562.40	32.03
	E	1844.80	23.06		E	3111.20	38.89		E	2681.60	33.52
1921	A	1371.20	17.14	1930	A	1600.00	20.00	1939	A	2562.40	32.03
	B	1430.40	17.88		B	1678.40	20.98		B	2681.60	33.52
	C	1496.80	18.71		C	1756.80	21.96		C	2816.00	35.20
	D	1568.80	19.61		D	1844.00	23.05		D	2953.60	36.92
	E	1649.60	20.62		E	1932.80	24.16		E	3094.40	38.68
1922	A	2703.20	33.79	1931	A	1887.20	23.59	1940	A	2283.20	28.54
	B	2828.00	35.35		B	1972.80	24.66		B	2394.40	29.93
	C	2968.80	37.11		C	2076.80	25.96		C	2512.80	31.41
	D	3114.40	38.93		D	2181.60	27.27		D	2626.40	32.83
	E	3264.00	40.80		E	2287.20	28.59		E	2760.00	34.50

BASE SALARY TABLE CLASSIFIED SERVICE

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RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY
1941	A	2538.40	31.73	1966	A	2511.20	31.39	1976	A	2282.40	28.53
	B	2656.00	33.20		B	2633.60	32.92		B	2388.00	29.85
	C	2796.00	34.95		C	2764.00	34.55		C	2509.60	31.37
	D	2939.20	36.74		D	2888.80	36.11		D	2625.60	32.82
	E	3079.20	38.49		E	3036.00	37.95		E	2760.00	34.50
1946	A	1281.60	16.02	1967	A	2824.80	35.31	1977	A	2692.80	33.66
	B	1336.80	16.71		B	2958.40	36.98		B	2819.20	35.24
	C	1396.00	17.45		C	3107.20	38.84		C	2959.20	36.99
	D	1457.60	18.22		D	3264.00	40.80		D	3105.60	38.82
	E	1525.60	19.07		E	3422.40	42.78		E	3251.20	40.64
1947	A	1396.00	17.45	1968	A	1406.40	17.58	1978	A	1174.40	14.68
	B	1457.60	18.22		B	1468.80	18.36		B	1223.20	15.29
	C	1525.60	19.07		C	1534.40	19.18		C	1281.60	16.02
	D	1596.00	19.95		D	1600.00	20.00		D	1336.80	16.71
	E	1668.00	20.85		E	1676.00	20.95		E	1396.00	17.45
1955	A	2377.60	29.72	1969	A	1344.80	16.81	1979	A	1281.60	16.02
	B	2500.80	31.26		B	1402.40	17.53		B	1336.80	16.71
	C	2617.60	32.72		C	1464.80	18.31		C	1396.00	17.45
	D	2746.40	34.33		D	1529.60	19.12		D	1457.60	18.22
	E	2876.80	35.96		E	1600.80	20.01		E	1525.60	19.07
1956	A	1811.20	22.64	1970	A	1564.80	19.56	1980	A	2000.00	25.00
	B	1900.00	23.75		B	1640.80	20.51		B	2097.60	26.22
	C	1978.40	24.73		C	1718.40	21.48		C	2198.40	27.48
	D	2079.20	25.99		D	1796.00	22.45		D	2303.20	28.79
	E	2174.40	27.18		E	1888.00	23.60		E	2416.80	30.21
1957	A	2083.20	26.04	1971	A	2283.20	28.54	1982	A	1211.20	15.14
	B	2184.00	27.30		B	2394.40	29.93		B	1268.00	15.85
	C	2276.80	28.46		C	2512.80	31.41		C	1321.60	16.52
	D	2391.20	29.89		D	2626.40	32.83		D	1387.20	17.34
	E	2500.80	31.26		E	2760.00	34.50		E	1458.40	18.23
1961	A	1904.80	23.81	1972	A	2568.00	32.10	1983	A	1421.60	17.77
	B	1995.20	24.94		B	2689.60	33.62		B	1491.20	18.64
	C	2097.60	26.22		C	2824.80	35.31		C	1560.00	19.50
	D	2200.80	27.51		D	2967.20	37.09		D	1637.60	20.47
	E	2306.40	28.83		E	3111.20	38.89		E	1712.80	21.41
1964	A	1881.60	23.52	1974	A	1672.00	20.90	1985	A	1706.40	21.33
	B	1977.60	24.72		B	1741.60	21.77		B	1791.20	22.39
	C	2076.00	25.95		C	1826.40	22.83		C	1872.00	23.40
	D	2172.00	27.15		D	1907.20	23.84		D	1952.80	24.41
	E	2287.20	28.59		E	1999.20	24.99		E	2046.40	25.58
1965	A	2287.20	28.59	1975	A	1816.00	22.70	1986	A	2616.80	32.71
	B	2396.80	29.96		B	1901.60	23.77		B	2733.60	34.17
	C	2511.20	31.39		C	1997.60	24.97		C	2860.80	35.76
	D	2633.60	32.92		D	2096.00	26.20		D	2992.00	37.40
	E	2764.00	34.55		E	2197.60	27.47		E	3127.20	39.09

BASE SALARY TABLE CLASSIFIED SERVICE

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RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY	RATE	STEP	BIWEEKLY	HOURLY
1987	A	2972.80	37.16	2139	A	930.40	11.63	2166	A	1500.00	18.75
	B	3114.40	38.93		B	979.20	12.24		B	1575.20	19.69
	C	3277.60	40.97		C	1024.80	12.81		C	1654.40	20.68
	D	3430.40	42.88		D	1069.60	13.37		D	1736.00	21.70
	E	3596.80	44.96		E	1122.40	14.03		E	1824.00	22.80
1988	A	2274.40	28.43	2169	A	933.60	11.67	2185	A	1825.60	22.82
	B	2376.80	29.71		B	980.00	12.25		B	1916.80	23.96
	C	2484.00	31.05		C	1026.40	12.83		C	2012.00	25.15
	D	2602.40	32.53		D	1072.00	13.40		D	2112.80	26.41
	E	2719.20	33.99		E	1123.20	14.04		E	2217.60	27.72
1991	A	1672.00	20.90	2186	A	933.60	11.67	2188	A	716.00	8.95
	B	1741.60	21.77		B	980.00	12.25		B	750.40	9.38
	C	1826.40	22.83		C	1026.40	12.83		C	784.80	9.81
	D	1907.20	23.84		D	1072.00	13.40		D	823.20	10.29
	E	1999.20	24.99		E	1123.20	14.04		E	858.40	10.73
1992	A	1281.60	16.02	1997	A	1722.40	21.53	1998	A	1932.00	24.15
	B	1336.80	16.71		B	1804.80	22.56		B	2023.20	25.29
	C	1396.00	17.45		C	1890.40	23.63		C	2122.40	26.53
	D	1457.60	18.22		D	1983.20	24.79		D	2228.80	27.86
	E	1525.60	19.07		E	2078.40	25.98		E	2336.80	29.21
1994	A	2564.80	32.06	2103	A	933.60	11.67				
	B	2684.80	33.56		B	980.00	12.25				
	C	2819.20	35.24		C	1026.40	12.83				
	D	2957.60	36.97		D	1072.00	13.40				
	E	3096.80	38.71		E	1123.20	14.04				
1995	A	644.80	8.06								
	B	684.00	8.55								
	C	713.60	8.92								
	D	750.40	9.38								
	E	788.00	9.85								
1997	A	1722.40	21.53								
	B	1804.80	22.56								
	C	1890.40	23.63								
	D	1983.20	24.79								
	E	2078.40	25.98								
1998	A	1932.00	24.15								
	B	2023.20	25.29								
	C	2122.40	26.53								
	D	2228.80	27.86								
	E	2336.80	29.21								
2103	A	933.60	11.67								
	B	980.00	12.25								
	C	1026.40	12.83								
	D	1072.00	13.40								
	E	1123.20	14.04								

EXHIBIT B

**THE CITY OF SAN DIEGO
CLASSIFIED SERVICE
CLASSES AND STANDARD RATES**

EXHIBIT B

JULY 1, 2010

Classified Service Classes and Standard Rates

Standard
Rate Number

BUILDING INSPECTION

Combination Inspector I	1276
Combination Inspector II	1277
Electrical Inspector I	1161
Electrical Inspector II	1162
Housing Inspector I	1164
Housing Inspector II	1165
Mechanical Inspector I	1171
Mechanical Inspector II	1172
Senior Combination Inspector	1849
Senior Electrical Inspector	1163
Senior Housing Inspector	1166
Senior Mechanical Inspector	1173
Senior Structural Inspector	1179
Structural Inspector I	1177
Structural Inspector II	1178

CHEMISTS

Asbestos and Lead Program Inspector	1122
Assistant Chemist	1136
Assistant Laboratory Technician	1160
Associate Chemist	1220
Biologist I	1623

Classified Service Classes and Standard Rates

Standard
Rate Number

Biologist II	1624
Biologist III	1622
Hazardous Materials Inspector I	1526
Hazardous Materials Inspector II	1527
Hazardous Materials Inspector III	1544
Hazardous Materials/Pretreatment Trainee	1524
Hazardous Materials Program Manager	1500
Junior Chemist	1543
Laboratory Assistant	1578
Laboratory Technician	1580
Marine Biologist I	1609
Marine Biologist II	1610
Marine Biologist III	1611
Senior Biologist	1804
Senior Chemist	1854
Senior Marine Biologist	1851
Supervising Hazardous Materials Inspector	1896
Supervising Wastewater Pretreatment Inspector	1378
Wastewater Pretreatment Inspector I	1374
Wastewater Pretreatment Inspector II	1375
Wastewater Pretreatment Inspector III	1376
Wastewater Pretreatment Program Manager	1528

Classified Service Classes and Standard Rates

Standard
Rate Number

CLERICAL

Account Clerk	1104
Account Audit Clerk	1103
Auto Messenger I	1236
Auto Messenger II	1194
Benefits Representative I	1255
Benefits Representative II	1256
Bookmobile Driver	1268
Cashier	1330
Claims Clerk	1341
Clerical Assistant I	1569
Clerical Assistant II	1535
Contracts Processing Clerk	1536
Council Secretary	1381
Court Support Clerk I	1386
Court Support Clerk II	1388
Customer Services Representative	1394
Deputy City Clerk I	1395
Deputy City Clerk II	1396
Disposal Site Representative	1412
Editor/Proofreader	1246
Executive Secretary	1876
Intermediate Stenographer (Terminal)	1532

Classified Service Classes and Standard Rates

Standard
Rate Number

Legal Secretary I	1379
Legal Secretary II	1577
Legislative Recorder I	1382
Legislative Recorder II	1383
Library Aide	1588
Library Clerk	1590
Library Technician	1758
Micrographics Clerk	1617
Payroll Audit Specialist I	1647
Payroll Audit Specialist II	1649
Payroll Audit Supervisor - Auditor	1886
Payroll Audit Supervisor - Personnel	1659
Payroll Specialist I	1237
Payroll Specialist II	1648
Payroll Supervisor	1238
Police Records Clerk	1720
Principal Clerk	1726
Principal Customer Services Representative	1722
Principal Legal Secretary	1404
Principal Police Records Clerk	1721
Principal Test Administration Specialist	1723
Public Information Clerk	1776
Public Information Specialist	1774

Classified Service Classes and Standard Rates

Standard
Rate Number

Public Information Supervisor	1778
Public Service Career Trainee	15% below (target class)
Retirement Assistant	1801
Senior Account Clerk	1844
Senior Account Audit Clerk	1133
Senior Accounts Payable Audit Clerk	1809
Senior Benefits Representative	1257
Senior Cashier	1840
Senior Clerk/Typist	1879
Senior Customer Services Representative	1860
Senior Disposal Site Representative	1864
Senior Legal Secretary	1820
Senior Legislative Recorder	1857
Senior Library Technician	1759
Senior Police Records Clerk	1853
Senior Test Administration Specialist	1852
Student Worker	1914
Supervising Disposal Site Representative	1920
Test Administration Specialist	1419
Vehicle and Fuel Clerk	1982
Word Processing Operator	1746

Classified Service Classes and Standard Rates

Standard
Rate Number

COMMUNICATIONS

Dispatcher I .	1410
Dispatcher II	1411
Fire Dispatch Supervisor	1518
Fire Dispatcher	1464
Fire Dispatch Administrator	1017
Police Dispatch Administrator	1195
Police Dispatch Supervisor	1918
Police Dispatcher	1714
Police Lead Dispatcher	1661
Public Works Dispatcher	1766
Public Works Dispatch Supervisor	1767

CONSTRUCTION AND MAINTENANCE

Assistant Reservoir Keeper	1193
Building Service Technician	1280
Building Services Supervisor	1275
Building Supervisor	1274
General Utility Supervisor	1976
General Water Utility Supervisor	1488
Laborer	1579
Lake Aide I	1572
Lake Aide II	1560
Principal Utility Supervisor	1980
Principal Water Utility Supervisor	1734

Classified Service Classes and Standard Rates

Standard
Rate Number

Public Works Superintendent	1977
Public Works Supervisor	1961
Reservoir Keeper	1817
Senior Stable Attendant	1909
Senior Utility Supervisor	1975
Senior Water Utility Supervisor	1870
Stable Attendant	1908
Stadium Maintenance Supervisor	1897
Stadium Maintenance Technician	1898
Tank Service Technician I	1946
Tank Service Technician II	1947
Utility Supervisor	1974
Utility Worker I	1978
Utility Worker II	1979
Water Systems District Manager	1016
Water Systems Technician I	1011
Water Systems Technician II	1012
Water Systems Technician III	1013
Water Systems Technician IV	1014
Water Systems Technician Supervisor	1015
Water Utility Supervisor	1991
Water Utility Worker	1992
Work Service Aide	1995

Classified Service Classes and Standard Rates

Standard
Rate Number

CUSTODIAL

Custodian I	1387
Custodian II	1389
Custodian III	1390
Supervising Custodian	1919

DATA PROCESSING

Police Records Data Specialist	1575
Police Records Data Specialist Supervisor	1576
Programmer Analyst I	1747
Programmer Analyst II	1748
Programmer Analyst III	1749
Senior Police Records Data Specialist Supervisor	1865
Senior Systems Analyst	1877

ENGINEERING

Assistant Engineer - Civil	1153
Assistant Engineer - Electrical	1157
Assistant Engineer - Mechanical	1167
Assistant Engineer - Traffic	1207
Assistant Park Designer	1168
Associate Communications Engineer	1219
Associate Engineer - Civil	1221

Classified Service Classes and Standard Rates

Standard
Rate Number

Associate Engineer - Corrosion	1385
Associate Engineer - Electrical	1223
Associate Engineer - Mechanical	1225
Associate Engineer - Traffic	1233
Drafting Aide	1422
Engineering Trainee	1432
Hydrography Aide	1520
Junior Engineer - Civil	1546
Junior Engineer - Electrical	1552
Junior Engineer - Mechanical	1562
Junior Engineering Aide	1555
Land Surveying Assistant	1938
Land Surveying Associate	1939
Park Designer	1638
Plan Review Specialist I	1655
Plan Review Specialist II	1656
Plan Review Specialist III	1657
Plan Review Specialist IV	1658
Police Special Projects Manager	1754
Principal Drafting Aide	1725
Principal Engineering Aide	1727
Principal Plan Review Specialist	1724
Principal Survey Aide	1525
Principal Traffic Engineering Aide	1730
Project Assistant	1750
Project Officer I	1751

Classified Service Classes and Standard Rates

Standard
Rate Number

Project Officer II	1752
Senior Civil Engineer	1855
Senior Communications Engineer	1346
Senior Drafting Aide	1423
Senior Electrical Engineer	1863
Senior Engineer - Fire Protection	1457
Senior Engineering Aide	1861
Senior Engineering Geologist	1806
Senior Land Surveyor	1935
Senior Mechanical Engineer	1830
Senior Survey Aide	1881
Senior Traffic Engineer	1878
Structural Engineering Assistant	1208
Structural Engineering Associate	1231
Structural Engineering Senior	1875
Student Engineer	1910
Supervising Plan Review Specialist	1928
Work Control Manager	1994

Classified Service Classes and Standard Rates

Standard
Rate Number

EQUIPMENT MAINTENANCE

Aircraft Mechanic	1145
Aquatics Technician I	1737
Aquatics Technician II	1732
Aquatics Technician Supervisor	1738
Assistant Water Distribution Operator	1368
Body and Fender Mechanic	1264
Equipment Mechanic	1437
Equipment Painter	1446
Equipment Repair Supervisor	1435
Equipment Service Supervisor	1451
Equipment Service Writer	1447
Equipment Technician I	1436
Equipment Technician II	1438
Equipment Technician III	1441
Firearms Technician	1191
Fleet Maintenance Supervisor	1146
Fleet Manager	1762
Machinist	1602
Marine Mechanic	1608
Metal Fabrication Services Supervisor	1604
Metal Fabrication Supervisor	1616
Motive Service Technician	1452

Classified Service Classes and Standard Rates

Standard
Rate Number

Motive Service Trainee	1449
Parking Meter Supervisor	1646
Parking Meter Technician	1641
Plant Technician I	1652
Plant Technician II	1653
Plant Technician III	1654
Plant Technician Supervisor	1669
Power Plant Operator	1717
Power Plant Superintendent	1739
Power Plant Supervisor	1718
Principal Plant Technician Supervisor	1670
Pump Station Operations Supervisor	1373
Pump Station Operator	1372
Pump Station Operator Trainee	1371
Senior Motive Service Technician	1450
Senior Parking Meter Technician	1803
Senior Plant Technician Supervisor	1671
Senior Power Plant Supervisor	1915
Water Distribution Operator	1369
Water Distribution Operations Supervisor	1370
Water Distribution Operator Trainee	1367
Welder	1985

Classified Service Classes and Standard Rates

Standard
Rate Number

EQUIPMENT OPERATION

Area Refuse Collection Supervisor	1835
Boat Operator	1266
Disposal Site Supervisor	1413
District Refuse Collection Supervisor	1839
Equipment Operator I	1439
Equipment Operator II	1440
Equipment Operator III	1445
Equipment Trainer	1442
Heavy Truck Driver I	1513
Heavy Truck Driver II	1512
Landfill Equipment Operator	1573
Light Equipment Operator	1594
Motor Sweeper Operator	1625
Motor Sweeper Supervisor	1618
Refuse Collection Manager	1841
Sanitation Driver I	1834
Sanitation Driver II	1832
Sanitation Driver III	1824
Sanitation Driver Trainee	1833
Senior Boat Operator	1267
Senior Disposal Site Supervisor	1866
Seven-Gang Mower Operator	1265
Traffic Stripper Operator	1626

Classified Service Classes and Standard Rates

Standard
Rate Number

FIELD CONTACT

Airport Operations Assistant	1117
Assistant Customer Services Supervisor	1137
City Attorney Investigator	1596
Claims Aide	1340
Claims Representative I	1342
Claims Representative II	1343
Code Compliance Officer	1356
Code Compliance Supervisor	1357
Collections Investigator I	1331
Collections Investigator II	1332
Collections Investigator III	1333
Collections Investigator Trainee	1334
Customer Services Supervisor	1393
Field Representative	1465
Investigation Support Manager	1924
Parking Enforcement Officer I	1640
Parking Enforcement Officer II	1630
Parking Enforcement Supervisor	1639
Police Code Compliance Officer	1361

Classified Service Classes and Standard Rates

Standard
Rate Number

Police Code Compliance Supervisor	1362
Principal City Attorney Investigator	1728
Safety Representative I	1825
Safety Representative II	1826
Senior Airport Operations Assistant	1808
Senior City Attorney Investigator	1885
Senior Claims Representative	1937
Senior Code Compliance Supervisor	1912
Senior Parking Enforcement Supervisor	1148
Special Events Traffic Control Supervisor	1933
Special Events Traffic Controller I	1934
Special Events Traffic Controller II	1932
Supervising Field Representative	1921
Supervising Meter Reader	1925

FIRE

Air Operations Chief	1149
Assistant Fire Marshal	1156
Emergency Medical Technician	1517
Fire Battalion Chief	1453
Fire Captain	1456
Fire Engineer	1458
Fire Fighter I	1461

Classified Service Classes and Standard Rates

Standard
Rate Number

Fire Fighter II	1462
Fire Fighter III	1020
Fire Helicopter Pilot	1150
Fire Prevention Inspector I	1474
Fire Prevention Inspector II	1475
Fire Prevention Supervisor	1476
Fire Recruit	1463
Paramedic I	1506
Paramedic II	1507

GRAPHICS

Graphic Communications Manager	1347
Graphic Design Supervisor	1489
Graphic Designer	1490
Multimedia Production Coordinator	1235
Multimedia Production Specialist	1230
Photographer	1660

LIBRARY

Librarian I	1571
Librarian II	1584
Librarian III	1867
Librarian IV	1585

Classified Service Classes and Standard Rates

Standard
Rate Number

Library Assistant	1586
Supervising Librarian	1922

MANAGEMENT, FISCAL AND STAFF

Accountant I	1102
Accountant II	1842
Accountant III	1100
Accountant IV	1183
Accountant Trainee	1538
Administrative Aide I	1105
Administrative Aide II	1107
Agricultural Lease Manager	1110
Airport Manager	1118
Airport Noise Abatement Officer	1116
Applications Programmer I	1240
Applications Programmer II	1241
Applications Programmer III	1242
ARJIS Administrator	1253
Asbestos Program Manager	1119
Assistant Budget Development Analyst	1964
Assistant Department Human Resources Analyst	1363
Assistant Economist	1158
Assistant Facility Manager	1159

Classified Service Classes and Standard Rates

Standard
Rate Number

Assistant Management Analyst	1132
Assistant Personnel Analyst	1170
Assistant Property Agent	1181
Assistant Rate Analyst	1190
Associate Budget Development Analyst	1965
Associate Department Human Resources Analyst	1364
Associate Economist	1222
Associate Management Analyst	1218
Associate Personnel Analyst	1226
Associate Property Agent	1228
Building Code and Noise Abatement Supervisor	1278
Business Systems Analyst I	1023
Business Systems Analyst II	1022
Business Systems Analyst III	1021
Buyer's Aide I	1286
Buyer's Aide II	1287
Cemetery Manager	1296
Claims and Insurance Manager	1816
Collections Manager	1344
Community Development Coordinator	1350
Community Development Specialist I	1351
Community Development Specialist II	1352
Community Development Specialist III	1353
Community Development Specialist IV	1354
Compliance and Metering Manager	1805
Customer Information and Billing Manager	1795

Classified Service Classes and Standard Rates

Standard
Rate Number

Deputy Noise Abatement Officer	1397
Development Project Manager I	1184
Development Project Manager II	1185
Development Project Manager III	1186
Dispute Resolution Officer	1415
Economist	1424
Employee Assistance Counselor	1406
Employee Assistance Program Manager	1429
Employee Benefits Administrator	1416
Employee Benefits Specialist I	1417
Employee Benefits Specialist II	1407
Fitness Specialist	1201
Fleet Parts Buyer	1250
Fleet Parts Buyer Supervisor	1249
Information Systems Administrator	1243
Information Systems Analyst I	1151
Information Systems Analyst II	1348
Information Systems Analyst III	1349
Information Systems Analyst IV	1926
Information Systems Manager	1244
Information Systems Technician	1401
Junior Property Agent	1564
Lakes Program Manager	1599
Paralegal	1598
Literacy Program Administrator	1757
Management Trainee	1108

Classified Service Classes and Standard Rates

Standard
Rate Number

Noise Abatement Officer	1631
Organizational Effectiveness Specialist I	1613
Organizational Effectiveness Specialist II	1614
Organizational Effectiveness Specialist III	1612
Organizational Effectiveness Supervisor	1615
Personnel Assistant I	1651
Personnel Assistant II	1662
Police Property and Records Administrator	1698
Principal Paralegal	1147
Principal Procurement Specialist	1783
Procurement Specialist	1282
Procurement Trainee	1283
Property Agent	1756
Public Art Program Administrator	1769
Public Information Officer	1777
Rate Analyst	1793
Recycling Program Manager	1556
Recycling Specialist I	1559
Recycling Specialist II	1558
Recycling Specialist III	1561
Rehabilitation Coordinator	1811
Safety and Training Manager	1972
Safety Officer	1823
Senior Budget Development Analyst	1966
Senior Department Human Resources Analyst	1365
Senior Paralegal	1822

Classified Service Classes and Standard Rates

Standard
Rate Number

Senior Management Analyst	1106
Senior Personnel Analyst	1650
Senior Procurement Specialist	1850
Senior Public Information Officer	1871
Stadium/Field Manager	1874
Supervising Claims Representative	1391
Supervising Budget Development Analyst	1967
Supervising Department Human Resources Analyst	1366
Supervising Economist	1923
Supervising Management Analyst	1917
Supervising Personnel Analyst	1927
Supervising Property Agent	1929
Supervising Public Information Officer	1940
Supervising Recycling Specialist	1557
Systems Administrator I	1026
Systems Administrator II	1025
Systems Administrator III	1024
Training Supervisor	1971
Victim Services Coordinator	1983

MARINE SAFETY

Lake Ranger	1530
Lifeguard I	1591
Lifeguard II	1593
Lifeguard III	1603
Lifeguard Sergeant	1592
Marine Safety Captain	1587

Classified Service Classes and Standard Rates

Standard
Rate Number

Marine Safety Lieutenant	1589
Ranger/Diver I	1398
Ranger/Diver II	1399
Ranger/Diver Supervisor	1400

PARK MAINTENANCE

Golf Course Superintendent	1509
Greenskeeper	1482
Greenskeeper Supervisor	1483
Grounds Maintenance Manager	1642
Grounds Maintenance Supervisor	1470
Grounds Maintenance Worker I	1467
Grounds Maintenance Worker II	1468
Grounds Maintenance Worker III	1469
Horticulturist	1514
Irrigation Specialist	1508
Lead Cemetery Groundskeeper	1568
Nursery Gardener	1627
Nursery Supervisor	1628
Pesticide Applicator	1644
Pesticide Supervisor	1645
Senior Stadium Groundskeeper	1893
Stadium Groundskeeper	1894
Stadium Turf Manager	1892
Tree Maintenance Crewleader	1968
Tree Maintenance Supervisor	1970

Classified Service Classes and Standard Rates

Standard
Rate Number

Tree Trimmer 1969

PLANNING

Assistant Planner 1175
Associate Planner 1227
Junior Planner 1563
Planning Technician I 1663
Planning Technician II 1664
Planning Technician III 1665
Senior Planner 1872
Senior Zoning Investigator 1880
Zoning Investigator I 1997
Zoning Investigator II 1998

PLANT OPERATION

Assistant Wastewater Plant Operator 1205
Assistant Water Plant Operator 1206
Plant Operator Trainee 1673
Senior Wastewater Operations Supervisor 1888
Senior Wastewater Plant Operator 1134
Senior Water Operations Supervisor 1987
Wastewater Operations Supervisor 1887
Wastewater Plant Operator 1890
Wastewater Treatment Superintendent 1883
Water Operations Supervisor 1986
Water Plant Operator 1988
Water Production Superintendent 1884

Classified Service Classes and Standard Rates

Standard
Rate Number

POLICE

Cal-Id Technician	1285
Community Relations Assistant to the Police Chief	1355
Criminalist I	1152
Criminalist II	1384
DNA Technical Manager	1414
Document Examiner I	1420
Document Examiner II	1224
Document Examiner III	1421
Forensic Alcohol Analyst	1466
Crime Scene Specialist	1448
Interview and Interrogation Specialist I	1716
Interview and Interrogation Specialist II	1196
Interview and Interrogation Specialist III	1715
Latent Print Examiner I	1229
Latent Print Examiner II	1570
Police Agent (Terminal)	1694
Police Captain	1680
Police Detective	1684
Police Investigative Aide I	1699
Police Investigative Aide II	1678
Police Lieutenant	1683
Police Officer I	1692

Classified Service Classes and Standard Rates

Standard
Rate Number

Police Officer II	1693
Police Officer III	1695
Police Recruit	1697
Police Sergeant	1696
Police Service Officer I	1392
Police Service Officer II	1377
Supervising Academy Instructor	1941
Supervising Cal-ID Technician	1930
Supervising Crime Scene Specialist	1018
Supervising Criminalist	1856
Supervising Latent Print Examiner	1019

PRINTING

Bindery Worker I	1260
Bindery Worker II	1261
Bindery Worker III	1262
Electronic Publishing Specialist	1583
Lithographic Technician	1595
Offset Press Operator	1632
Offset Press Supervisor	1765
Print Shop Supervisor	1736
Senior Offset Press Operator	1868

RECREATION

Area Manager I	1130
Area Manager II	1131

Classified Service Classes and Standard Rates

Standard
Rate Number

Assistant Recreation Center Director	1192
District Manager	1418
Golf Course Manager	1798
Golf Starter	1480
Golf Starter Supervisor	1481
Park Ranger Aide	1176
Park Ranger	1634
Pool Guard I	1667
Pool Guard II	1936
Recreation Aide	1794
Recreation Center Director I	1873
Recreation Center Director II	1796
Recreation Center Director III	1735
Recreation Leader I	1565
Recreation Leader II	1531
Recreation Specialist	1797
Senior Park Ranger	1821
Supervising Recreation Specialist	1931
Swimming Pool Manager I	1905
Swimming Pool Manager II	1906
Swimming Pool Manager III	1907

Classified Service Classes and Standard Rates

Standard
Rate Number

SKILLED TRADES

Apprentice	Salary range will be established as a percentage of "D" step of the appropriate journey level class
Building Maintenance Supervisor	1273
Carpenter	1288
Carpenter Supervisor	1290
Cement Finisher	1293
Cement Gun Operator	1498
Communications Technician	1426
Communications Technician Supervisor	1427
Construction Estimator	1601
Electrician	1428
Electrician Supervisor	1431
Electronics Technician	1443
Electronics Technician Supervisor	1444
Heating Technician	1510
Heating, Ventilating, and Air Conditioning Supervisor	1511
Instrumentation and Control Technician	1523
Instrumentation and Control Supervisor	1522
Locksmith	1597
Millwright	1605
Painter	1635
Painter Supervisor	1637
Plant Process Control Electrician	1666
Plant Process Control Supervisor	1668

Classified Service Classes and Standard Rates

Standard
Rate Number

Plasterer	1672
Plumber	1675
Plumber Supervisor	1677
Refrigeration Mechanic	1810
Roofer	1819
Roofing Supervisor	1818
Senior Building Maintenance Supervisor	1279
Senior Communications Technician	1859
Senior Communications Technician Supervisor	1425
Senior Electrical Supervisor	1430
Senior Locksmith	1802
Senior Refrigeration Mechanic	1913
Sign Painter	1891
Sign Shop Supervisor	1895
Traffic Signal Supervisor	1955
Traffic Signal Technician I	1956
Traffic Signal Technician II	1957

Classified Service Classes and Standard Rates

Standard
Rate Number

STOREKEEPING

Police Property and Evidence Clerk	1719
Property and Evidence Supervisor	1900
Stock Clerk	1899
Storekeeper I	1902
Storekeeper II	1903
Storekeeper III	1901
Stores Operations Supervisor	1533
Senior Property and Evidence Supervisor	1904

**APPENDIX K
2011 Fiscal Year Earnings Code
EXHIBIT A**

**WAGE TYPES INCLUDED IN PENSIONABLE WAGE BASE
AS OF 7/01/2010**

EARNING CODE	EARNING CODE TITLE	NEW CODE	Code Change or Additional Code Due to SAP Implementation
1911	911 DISPATCHER		
8002	MISC ADJ PRE PEN		X
12SP	2ND WATCH SHIFT		
12WM	2-WHEEL MTRCYL		
12WP	2ND SHIFT DIFFERENTIAL		
13SP	3RD WATCH SHIFT		
13WM	3-WHEEL MTRCYL		
13WP	3RD WATCH SHIFT CONV		
18AB	A/L BEREAVEMENT		
18AD	MANAGEMENT ADM LEAVE		
18AL	A/L VACATION		
18AO	A/L SICK LEAVE (OLD)		
18AS	ANNUAL LEAVE SICK		
18AV	A/L SCHOOL VOLUNTEER		
18CD	COURT LEAVE JURY DUTY		
18CH	COMP TIME TAKEN SCHOOL		
18CS	COMP TIME TAKEN SICK		
18CT	COMP TIME TAKEN		
18CW	COURT LEAVE WITNESS DUTY		
18DF	D/L FURLOUGH		
18DL	D/L DEPARTMENT AWARD		
18DS	D/L STANDBY		
18F8	FIRE 8HR COMP TIME		
18FC	CYCLE TIME EARNED		X
18FH	FLOATING HOLIDAY		
18FL	FIRE HOLIDAY		
18FY	CYCLE TIME TAKEN		
18HL	HOLIDAY PAY		
18IL	INDUSTRIAL LEAVE		
18IN	INDUSTRIAL 4850	Effective Date (7/24/10)	
18J1	CFRA ANNUAL LEAVE		X
18J2	CFRA COMP TIME OFF		X
18J3	CFRA FLOATING HOLIDAY		X
18J4	CFRA FIRE HOLIDAY		X
18J5	CFRA SICK LV OLD		X
18K1	PREG DISABL ACT ANNL LVE		X
18K2	PREG DIS AC COMP TIME OFF		X
18K3	PRG DIS FLOATING HOLIDAY		X
18K4	PREG DIS ACT FIRE HOLIDAY		X
18K5	PRG DIS AC SICK LEAVE OLD		X

Exhibit 'A' indicates that Earning Code 1X50 (Back Pay adjust) and 1XRP (Retro Ad don Pay) these codes exclude overtime payments, (non pensionable) addons adjustments are identified on Exhibit "B"

EXHIBIT A
WAGE TYPES INCLUDED IN PENSIONABLE WAGE BASE
AS OF 7/01/2010

EARNING CODE	EARNING CODE TITLE	NEW CODE	Code Change or Additional Code Due to SAP Implementation
18LT	FIRE LIGHT DUTY		X
18ME	EXTENDED MILITARY LV-2001		X
18ML	MILITARY LV LESS 31 DAYS		X
18MO	MANDATORY LEAVE PAID		X
18OC	OCA PAY		
18PL	PRESIDENT LEAVE		
18RE	DISASTER LV-REIMB EMP		X
18RN	DISASTER LV-NON-REIMB		X
18SA	SA TRNG RTRN STATION		X
18SB	SA STRAIGHT DAYS		X
18SL	SA STRT DAY DEPLOYED		X
18ST	SHIFT TRADE OFF		X
18T5	TERMINAL LEAVE VACATION		
18T6	TERMINAL LEAVE-RETIREE		
18T7	TERMINAL LEAVE-SICK		
18TG	TERM LV RETIREE-EXTENDED		X
18VL	VOLUNTARY LEAVE PAID		X
18XA	SUSPENSION PAID		X
1AC1	ASBESTOS PAY MEA		
1ACH	FIRE CANINE HANDLER		
1ACT	ABESTOS PAY 127		
1ADM	ADMIN ASSIG PAY-POA		
1AFS	AIRPORT FIRE STATION		
1AOP	AIR OP PAY 145		
1AP1	ADV POST CERT CONV		
1APP	ADV POST		
1APT	ANNUAL PUMP TEST		
1ARP	ACCIDENT RECON		
1AS1	ASE1-AUTO/TRUCK		
1AS2	ASE2 AUTO/TRUCK		
1AS3	ASE3 AUTO/TRUCK		
1ASC	ASE MASTER AUTO		
1AST	AIR SUPPORT TNR		
1ATP	ACADEMY TRNG		
1BAR	BREATH APP REPR		
1BFC	BACKFLOW CERT		
1BID	BILINGUAL-DISPATCHER		
1BIF	BILINGUAL FIRE		
1BIP	BILINGUAL POA		
1BIR	BILINGUAL PAY		
1BMO	BATT MED OFF		

Exhibit 'A' indicates that Earning Code 1X50 (Back Pay adjust) and 1XRP (Retro Addon Pay) these codes exclude overtime payments, (non pensionable) addons adjustments are identified on Exhibit "B"

EXHIBIT A
WAGE TYPES INCLUDED IN PENSIONABLE WAGE BASE
AS OF 7/01/2010

EARNING CODE	EARNING CODE TITLE	NEW CODE	Code Change or Additional Code Due to SAP Implementation
1CAD	CADD CERT PAY		
1CB2	CLASS B-LICENSE ONGOING		
1CBO	ICBO CERT PAY		
1CCP	CORR CONT PAINT		
1CIA	CORE INSTRUCTOR-AMT		X
1CIP	CORE INSTRUCTOR		
1CR1	COLLISON REPAIR CERT 1		
1CR2	COLLISON REPAIR CERT 2		
1CR3	COLLISON REPAIR CERT 3		
1CRC	CROSS CONN CERT		
1CRI	CLIFF RES INSTR		
1CRM	COLLISON REPAIR		
1CRO	COMM RELATIONS		
1CRP	CHEMICAL ENG		
1CS1	CONFINED SPACE 127		
1CS2	CONFINED SPACE MEA		
1DAE	DAMAGE ANALYSIS		
1DCP	DISP CERT PAY		
1DDP	D DIV PAY		
1DEC	DOC EXAMINER		
1DET	DETECTIVE PAY		
1DIV	DIVE TEAM PAY		
1DO3	DISTRIB OP CERT GRADE 3		
1DO4	DISTRIB OP CERT GRADE 4		
1DO5	DISTRIB OP CERT GRADE 5		
1DTP	DISPATCHER TRNG		
1EGR	ENG GEOLOGIST		
1EM2	EMT LIFEGUARD		
1EMD	EMD CERT PAY		
1EMS	EMS SPLTY PAY		
1EMT	EMT PAY		
1ENP	EMER NEGOTIATOR		
1EOD	EXPLOSIVE ORD SQUAD(Fire)		
1ERP	REGISTRAT'N PAY		
1ESR	STRUCT REG PAY		
1FAA	FIRE ADMIN ASSG		
1FLP	FLIGHT PAY POA		
1FMA	FIRE MECH CERT (127)		
1FTA	FTO ADMIN TRNG		
1FTC	PSO FT PAY		
1FTO	FTO PAY		

Exhibit 'A' indicates that Earning Code 1X50 (Back Pay adjust) and 1XRP (Retro Addon Pay) these codes exclude overtime payments, (non pensionable) addons adjustments are identified on Exhibit "B"

EXHIBIT A
WAGE TYPES INCLUDED IN PENSIONABLE WAGE BASE
AS OF 7/01/2010

EARNING CODE	EARNING CODE TITLE	NEW CODE	Code Change or Additional Code Due to SAP Implementation
1G3C	GRADE 3 CERT		
1G4C	GRADE 4 CERT		
1G5C	GRADE 5 CERT		
1GGS	GRDS/GRK EOSUPV		
1GIS	GIS CERT PAY		
1GRP	GEOLOGIST REG		
1HBU	HARBOR UNIT PAY		
1HR1	HEAVY RESCUE 1		
1HR2	HEAVY RESCUE 2		
1HR3	HEAVY RESCUE 3		
1HR4	HEAVY RESCUE 4		
1HSR	HOSE REPAIR		
1HT1	ASE1 MED/HVY TK		
1HT2	ASE2 MED/HVY TK		
1HT3	ASE3 MED/HVY TK		
1HZM	HMS SQUAD		
1HZS	HAZMAT-SPEC		
1IP1	INTER POST CERT CONV		
1IPP	INTER POST		
1IRW	SR/WA CERT PAY		
1IST	IN-SERVICE TRNG		
1K9C	CANINE UNIT		
1K9T	K9 TRAINING PAY		
1LAL	LANDSCAPE ARCH.		
1LDR	LADDER REPAIR		
1LPE	IAI CERT PAY		
1M1C	MULT CERT PAY 1 MEA		
1M2C	MULT CERT PAY 2 MEA		
1M3C	MULT CERT PAY 3 MEA		
1MC1	MULT CERT PAY 1 127		
1MC2	MULT CERT PAY 2 127		
1MC3	MULT CERT PAY 3 127		
1MC4	MULT CERT PAY 4		
1MC5	MULT CERT PAY 5		
1MHT	ASE MASTER TRK		
1MLS	MLS DEGREE		
1MMC	ASE MASTER CERT		
1MPP	MOUNTED PATROL		
1MPT	MOUNT P TRAINER		
1MST	MAST PAY		
1NSP	NIGHT SHIFT		

Exhibit 'A' indicates that Earning Code 1X50 (Back Pay adjust) and 1XRP (Retro Addon Pay) these codes exclude overtime payments, (non pensionable) add-ons adjustments are identified on Exhibit "B"

EXHIBIT A
WAGE TYPES INCLUDED IN PENSIONABLE WAGE BASE
AS OF 7/01/2010

EARNING CODE	EARNING CODE TITLE	NEW CODE	Code Change or Additional Code Due to SAP Implementation
1PAL	PESTICIDE LICEN		
1PAR	PARAMEDIC PAY		
1PMS	PARAMEDIC 12 HR		
1PSP	PAR SPECLTY PAY		
1PTO	PAR TRANING OFF		
1REG	HOURLY PAY		X
1RIP	RESERVE TRAINER		
1RRI	RIVER RESCUE 11/15-04/15		
1RTP	RANGE TRNG		
1SA2	SALARY		X
1SAL	SALARY		X
1SEQ	SMALL EQ REP		
1SRT	SPECIAL RESPONS		
1SSP	SPLIT SHIFT		
1STR	STAR TEAM		
1SWR	SWAT TRAINER		
1SWS	SWAT SNIPER		
1SWT	SWAT TEAM		
1T1C	TECH CERT PAY 1 MEA		
1T2C	TECH CERT PAY 2 MEA		
1T3C	TECH CERT PAY 3 MEA		
1TC1	TECH CERT PAY 1		
1TC2	TECH CERT PAY 2		
1TC3	TECH CERT PAY 3		
1WC1	AM WELDING SOC1		
1WC2	AM WELDING SOC2		
1WC3	AM WELDING SOC3		
1WT5	WTO GRADE 5 PAY		
1X50	BACK PAY ADJUST		
1X51	SAL ORD ADJUST		X
1X52	PAY CORRECTION		X
1XAE	RETRO PAY ADJ PENSIONABLE		X
1XOC	RETRO OCA		X
1XPR	RETRO PROMOTION		
1XRA	RETRO ADDON PAY		
1XRM	RETRO MERIT INC		X
1XRP	RETRO PROMOTION		
1Y08	FBP ADJUSTMENT TAX		X
1Y30	OVERPAID PARAM ADDON PAY		X
1Y31	UNDERPAID PARAM PAYMENT		X

Exhibit 'A' indicates that Earning Code 1X50 (Back Pay adjust) and 1XPR (Retro Addon Pay) these codes exclude overtime payments, (non pensionable) addons adjustments are identified on Exhibit "B"

EXHIBIT B
WAGE TYPES NOT INCLUDED IN PENSIONABLE WAGE BASE
AS OF 7/01/2010 OR LATER

EARNING CODE	EARNING CODE TITLE	NEW CODE	Code Change or Additional Code Due to SAP Implementation
1701	PPE CONV STRAIGHT O/T		X
1702	PPE CONV O/T PREM		X
1703	PPE CONV SPSP MANDATORY		X
1704	PPE CONV SPSP VOLUNTARY		X
1705	PPE CONV MEDICARE		X
1706	PPE CERS OFFSET LEGISLATI		X
1707	PPE CERS OFFSET GENERAL		X
1708	PPE CERS OFFSET SAFETY		X
1709	PPE OFFSET SP SAFETY		X
1710	PPE 1981 OFFSET GENERAL		X
1711	PPE CERS LEGISLATIVE		X
1712	PPE CERS GENERAL		X
1713	PPE CERS SAFETY		X
1714	PPE CERS SPEC SAFETY		X
1715	PPE 1981 RET GENERAL		X
2003	CITY FBP CREDITS		X
2013	CITY FBP CREDITS		X
2023	CITY FBP CREDITS		X
2033	City FBP Credits		X
2043	CITY FBP CREDITS		X
2053	CITY FBP CREDITS		X
2063	City FBP Credits		X
2073	CITY FBP CREDITS		X
2083	CITY FBP CREDITS		X
101C	JAN-C MLGE		X
101D	JAN-D MLGE		X
101F	JAN-FED MLGE		X
101P	JAN-PARKING		
102C	FEB-C MLGE		X
102D	FEB-D MLGE		X
102F	FEB-FED MLGE		X
102P	FEB-PARKING		
103C	MAR-C MLGE		X
103D	MAR-D MLGE		X
103F	MAR-FED MLGE		X
103P	MAR-PARKING		
104C	APR-C MLGE		X
104D	APR-D MLGE		X
104F	APR-FED MLGE		X
104P	APR-PARKING		
105C	MAY-C MLGE		X
105D	MAY-D MLGE		X

EXHIBIT B
WAGE TYPES NOT INCLUDED IN PENSIONABLE WAGE BASE
AS OF 7/01/2010 OR LATER

EARNING CODE	EARNING CODE TITLE	NEW CODE	Code Change or Additional Code Due to SAP Implementation
105F	MAY-FED MLGE		X
105P	MAY-PARKING		
106C	JUN-C MLGE		X
106D	JUN-D MLGE		X
106F	JUN-FED MLGE		X
106P	JUN-PARKING		
107C	JUL-C MLGE		X
107D	JUL-D MLGE		X
107F	JUL-FED MLGE		X
107P	JUL-PARKING		
108C	AUG-C MLGE		X
108D	AUG-D MLGE		X
108F	AUG-FED MLGE		X
108P	AUG-PARKING		
109C	SEP-C MLGE		X
109D	SEP-D MLGE		X
109F	SEP-FED MLGE		X
109P	SEP-PARKING		
110C	OCT-C MLGE		X
110D	OCT-D MLGE		X
110F	OCT-FED MLGE		X
110P	OCT-PARKING		
111C	NOV-C MLGE		X
111D	NOV-D MLGE		X
111F	NOV-FED MLGE		X
111P	NOV-PARKING		
112C	DEC-C MLGE		X
112D	DEC-D MLGE		X
112F	DEC-FED MLGE		X
112P	DEC-PARKING		
18A0	FLSA OVERTIME		
18A1	OT PAY/STRAIGHT		
18A2	FIRE PREM COMP PAY		X
18A3	LIFEGUARD INTERRUPTION		X
18A4	SA FLSA OT		X
18A5	FLSA CARRYOVER PAY		X
18A6	FLSA MANUAL		X
18AA	OT PAY/ PREMIUM		
18FP	FIRE HOLIDAY PREMIUM RATE		
18FS	SPECIAL ASSIGNMENT HOURS		X
18FT	SPECIAL ASSIGNMENT HOURS		X
18HP	HOLIDAY WORKED		X

EXHIBIT B
WAGE TYPES NOT INCLUDED IN PENSIONABLE WAGE BASE
AS OF 7/01/2010 OR LATER

EARNING CODE	EARNING CODE TITLE	NEW CODE	Code Change or Additional Code Due to SAP Implementation
18L3	LTD REGULAR		X
18L5	LTD PERMANENT		X
18LA	LTD BENEFIT		X
18LH	TOTAL TEMP DISABILITY		X
18LI	TOTAL PART DISABILITY		X
18LJ	PERM TOTAL DISABILITY		X
18LK	PERM PART DISABILITY		X
18LZ	TTD ADJUSTMENTS		X
18PA	PAYPERIOD ADVANCE COLLECT		
18PC	COMP CONVERSION TO PAY		
18PH	HOLIDAY CONVERSION TO PAY		
18PP	PAY-IN-LIEU		
18PT	CYCLE TIME CONV TO PAY		
18SC	SA NON-MANDATORY		X
18SD	SA TRNG OT MANDATORY		X
18SE	SA SD TO SUPPRESS OT		X
18SF	SA ST WORKED DEPLOYED		X
18SG	SA ST WORKED		X
18SH	SA ST OFF OT NON-MAND		X
18SI	SA ST OFF OT MANDATORY		X
18SJ	SA FIRE HOL OT NON-MAND		X
18SK	SA FIRE HOL OT MANDATORY		X
18SM	SA DEPLOYED SPEC OPS		X
18SN	SA OT COMP PREMIUM		X
18T1	TERMINATION PAY A/L		
18T2	TERMINATION PAY COMP T		
18T3	TERMINATION SICK LV OLD		X
18T4	TERMIN SICK LV OLD 25%		X
18T8	TERMIN SICK LV OLD 0%		X
18TB	TERM PAY FIRE 8HR COMP		
18TC	TERM FIRE HOLIDAY		
18TD	TERM PAY FLOATING HOLIDAY		
18TH	TERM NEGOTIATED LV PAYOFF		X
1AHT	FIRE K9 TEMP		X
1AOL	AIR OP - TEMP LIFEGUARDS		
1AOT	AIR OP PAY- TEMP 145		
1BIT	BILINGUAL-TEMP POA		
1BTM	BILINGUAL-TEMP MEA		
1CLB	CLASS A/B DR LI MEA/127		
1DTT	DISPATCHER TEMP TRNG		
1EOT	EXPLOSIVE ORD FIRE TEMP		X
1ESS	ENG SHIFT DIFF		

EXHIBIT B
WAGE TYPES NOT INCLUDED IN PENSIONABLE WAGE BASE
AS OF 7/01/2010 OR LATER

EARNING CODE	EARNING CODE TITLE	NEW CODE	Code Change or Additional Code Due to SAP Implementation
1FLS	FLSA MANUAL ADJ		X
1HZT	HAZARDOUS MAT SQD TEMP		X
1K9A	CANINE CARE		
1LPA	LEAD PAINT ABAT		
1MCC	MOTORCYCLE CARE		
1MSY	MAST PAY TEMP		
1PDB	POLICE DISP BIL TEMP		
1PMT	PARAMEDIC PREM		
1PTT	PAR TRNING TEMP		
1RRT	RIVER RESCUE 04/16-11/14		
1SBP	STANDBY PAY		
1SDE	SR DATA ENTRY		
1SDT	SAN DRIVER-T		
1SMA	SEWER MAINT PAY		
1VCT	VECT CONT TECH		
1X01	REGIONAL UNI PD		X
1X02	BEACH UNIFORM		
1X03	BIKE PATROL UNI		
1X04	BOAT SFTY UNIF		
1X05	CANINE UNIFORM		
1X06	STAR UNIFORM		
1X07	SWAT UNIFORM		
1X08	ANNUAL UNIFORM		
1X09	US&R UNIFORM		
1X10	FEMALE UNIFORM MEA		
1X11	HARBOR UNIFORM		
1X12	HELICOPTER UNIFORM		
1X13	HORSE UNIFORM		
1X14	HEAVY RESCUE UNIFORM		X
1X15	INITIAL UNIFORM		
1X16	MOTORCYCLE UNIFORM		
1X17	MAST UNIFORM		
1X18	COLOR GUARD UNIFORM		X
1X53	PAY REDUCTION CORRECTION		X
1X60	BID TO GOAL PAY WATER		
1X61	BID TO GOAL PAY		
1X62	PAY FOR PRFM WD		X
1X63	PAY 4 PRFM ADM		X
1X64	PAY 4 PRFM COLL		X
1X65	PAY 4 PRFM ENG		X
1X66	PAY 4 PRFM OPER		X
1X67	PAY 4 PRFM PGM		X

EXHIBIT B
WAGE TYPES NOT INCLUDED IN PENSIONABLE WAGE BASE
AS OF 7/01/2010 OR LATER

EARNING CODE	EARNING CODE TITLE	NEW CODE	Code Change or Additional Code Due to SAP Implementation
1X68	PAY 4 PRFM SERV		X
1X69	PAY 4 PRFM TECH		X
1X70	PAY FOR PERFORMANCE		X
1XAD	RETRO PAY ADJ Non-Pension		X
1XPA	RETRO OT PAY ADJUSTMENT		X
1XRO	RETRO ADDON OT		X
1XRT	RETRO ADDON TD		X
1XUN	RETRO UNIFORM		X
1Y01	HEALTH INSURANCE REFUND		X
1Y02	FBP CASH OPTION		X
1Y03	FBP DEP/CHILD CARE PRIOR		X
1Y04	FBP DEP/CHILD CARE REIMB		X
1Y05	FBP DMV PRIOR FY		X
1Y06	FBP D/M/V REIMBURSEMENT		X
1Y07	FLEX BENEFIT ADJUSTMENT		X
1Y20	MEDICARE REFUND ADJ		X
1Y21	ADVANCE EARNED INCOME		X
1Y22	NONTAXABLE EARNING ADJ		X
1Y32	PARAMEDIC CERT BOUNUS MEA		X
1Y33	PARAMEDIC CERT COST REIMB		X
1Y50	CITY VEHICLE		X
1Y51	PARKING ADJUST		X
1Y52	AUTO ALLOWANCE		
1Y53	MILEAGE ADJ NON-TAXABLE		X
1Y54	MILEAGE ADJUSTMENT TAXABL		X
1Y55	OUT OF TOWN MILEAGE TAX		X
1Y56	OUT OF TOWN MILEAGE RMB		X
1Y57	TAXABLE MILEAGE		X
1Y60	CRIME SCENE RESPONSE PAY		
1Y61	DISINTERMENT PAY		
1Y63	NEGOTIATED LEAVE		X
1Y64	VOL OFF PAYBACK		X
1Y67	MOVING ALLOWANCE ACCT		
1Y68	MOVING ALLOWANCE		
1Y70	TRAVEL		X
1Y71	INTOWN MILEAGE		X
1Y72	EE RECOG NON TX		X
1Y73	CERT RENEWAL		X
1Y74	MEMBERSHIP		X
1Y75	VANPOOL		X
1Y76	UNIFORM REIMB		X

EXHIBIT B
WAGE TYPES NOT INCLUDED IN PENSIONABLE WAGE BASE
AS OF 7/01/2010 OR LATER

EARNING CODE	EARNING CODE TITLE	NEW CODE	Code Change or Additional Code Due to SAP Implementation
1Y77	PERSONAL DAMAGE		X
1Y79	EE REIMB NON TAXABLE		X
1Y80	TOOL		
1Y81	TUIT. REIMB NTX		
1Y82	TUIT. REIMB TX		
1Y84	MAN OFF PAYBACK		X
1Y90	EE RECOG TX-Gross Reult		X
1YBX	CSH BONS UNC-Gross Result		X
1YEI	EXECUTIVE LIFE INSURANCE		
1YHI	EXEC HEALTH INSURANCE		X
1YPI	PORT LIFE INSURANCE IMPUT		X
1YPQ	EXC PAY PERF-Gross Result		X
1YPY	PAY PERF UNC-Gross Result		X
23NH	CITY FBP CREDITS		X
901C	JAN-C MLGE Taxable		X
901D	JAN-D MLGE Taxable		X
901F	JAN-F MLGE Taxable		X
902C	FEB-C MLGE Taxable		X
902D	FEB-D MLGE Taxable		X
902F	FEB-F MLGE Taxable		X
903C	MAR-C MLGE Taxable		X
903D	MAR-D MLGE Taxable		X
903F	MAR-F MLGE Taxable		X
904C	APR-C MLGE Taxable		X
904D	APR-D MLGE Taxable		X
904F	APR-F MLGE Taxable		X
905C	MAY-C MLGE Taxable		X
905D	MAY-D MLGE Taxable		X
905F	MAY-F MLGE Taxable		X
906C	JUN-C MLGE Taxable		X
906D	JUN-D MLGE Taxable		X
906F	JUN-F MLGE Taxable		X
907C	JUL-C MLGE Taxable		X
907D	JUL-D MLGE Taxable		X
907F	JUL-F MLGE Taxable		X
908C	AUG-C MLGE Taxable		X
908D	AUG-D MLGE Taxable		X
908F	AUG-F MLGE Taxable		X
909C	SEP-C MLGE Taxable		X
909D	SEP-D MLGE Taxable		X
909F	SEP-F MLGE Taxable		X
910C	OCT-C MLGE Taxable		X

EXHIBIT B
WAGE TYPES NOT INCLUDED IN PENSIONABLE WAGE BASE
AS OF 7/01/2010 OR LATER

EARNING CODE	EARNING CODE TITLE	NEW CODE	Code Change or Additional Code Due to SAP Implementation
910D	OCT-D MLGE Taxable		X
910F	OCT-F MLGE Taxable		X
911C	NOV-C MLGE Taxable		X
911D	NOV-D MLGE Taxable		X
911F	NOV-F MLGE Taxable		X
912C	DEC-C MLGE Taxable		X
912D	DEC-D MLGE Taxable		X
912F	DEC-F MLGE Taxable		X

IN WITNESS WHEREOF, the undersigned agree to submit this Memorandum of Understanding effective July 1, 2013 – June 30, 2018, to the appropriate bodies.

Municipal Employees Association

Ann Smith 7-1-13
Ann Smith, Lead Negotiator Date

Michael Zucchet 7-1-13
Michael Zucchet, General Manager Date

Nancy Roberts 7-1-13
Nancy Roberts, Supervising Labor Relations Representative Date

Robert Cronk 7-1-13
Robert Cronk, President Date

Gregory Woods 7/1/13
Gregory Woods, First Vice-President Date

Jan Lord 7/1/13
Jan Lord, Second Vice-President Date

Candi Mitchell 7/1/13
Candi Mitchell, Treasurer Date

Lisa Goehring 7/1/13
Lisa Goehring, Secretary Date


Leslie Simmons 7/1/13
Leslie Simmons, Executive Committee Date

Brian Anthony 7-1-2013
Brian Anthony, Executive Committee Date


Terri Burtgardner 7/1/2013
Terri Burtgardner, Negotiating Team Date

Sam Cerrato 7-1-2013
Sam Cerrato, Negotiating Team Date


William Craig 7/1/2013
William Craig, Negotiating Team Date


Tina Davis, Negotiating Team

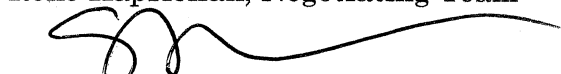
7-1-2013
Date


Mary Enyeart, Negotiating Team

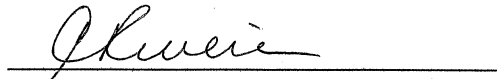
7/1/2013
Date


Rene Kaprielian, Negotiating Team

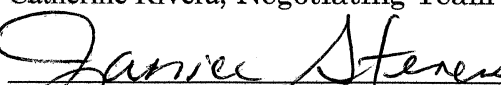
7/1/2013
Date


Steve Ramirez, Negotiating Team

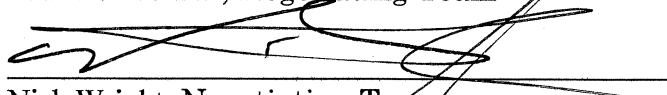
7/1/13
Date


Catherine Rivera, Negotiating Team

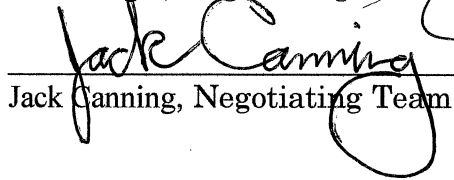
7-1-2013
Date


Janice Stevenson, Negotiating Team

7-1-2013
Date

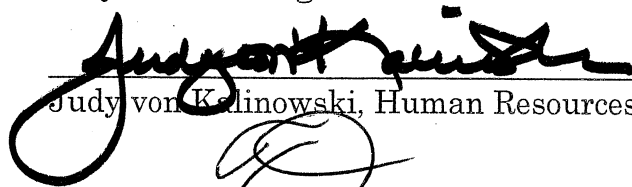

Nick Wright, Negotiating Team

7/1/2013
Date

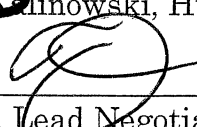

Jack Canning, Negotiating Team

7-1-2013
Date

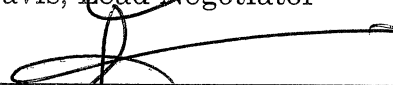
City of San Diego




Judy von Kulinowski, Human Resources Director



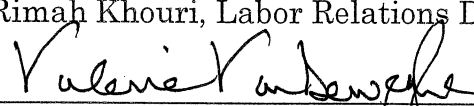
Tim Davis, Lead Negotiator



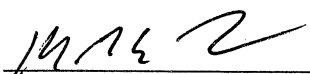
Joy Freeman, Human Resources Deputy Director



Rimah Khouri, Labor Relations Deputy Director



Valerie VanDeweghe, Acting Risk Management Director



Michelle Villa, Payroll Manager, Comptroller

10/4/13

Date

September 19, 2013

Date

10/4/13

Date

September 24, 2013

Date

11/8/13

Date

10/7/13

Date

#335
10/11/13

(R-2013-745)
COR. COPY

RESOLUTION NUMBER R- 308431

DATE OF FINAL PASSAGE OCT 15 2013

A RESOLUTION OF THE COUNCIL OF THE CITY OF
SAN DIEGO APPROVING THE MEMORANDUM OF
UNDERSTANDING BETWEEN THE CITY AND THE
SAN DIEGO MUNICIPAL EMPLOYEES' ASSOCIATION
REGARDING TERMS AND CONDITIONS OF EMPLOYMENT
FOR FISCAL YEAR 2014.

WHEREAS, from March 5, 2013, until May 28, 2013, the Management Team of the City of San Diego (City) met and conferred with the San Diego Municipal Employees' Association (MEA), regarding wages, hours, and other terms and conditions of employment for employees represented by the MEA, and made detailed recommendations to the San Diego City Council (City Council) in relation thereto; and

WHEREAS, the Meyers-Milias-Brown Act (MMBA), at California Government Code sections 3500 through 3511, is the state law that governs labor relations between the City and its represented employees in the City's recognized employee organizations, including the MEA; and

WHEREAS, the MMBA requires the City to participate in collective bargaining with its recognized employee organizations, including the MEA, in an effort to reach agreement on terms and conditions of employment within the scope of representation prior to the adoption of the City's final budget for the ensuing fiscal year; and

WHEREAS, California Government Code section 3505.1 provides if agreement is reached by the designated representatives of the City, as defined by the MMBA and local rules, and a recognized employee organization, the City's designated representatives and the recognized employee organization shall jointly prepare a written agreement, which shall not be binding until approved by the City Council, and shall present the agreement to the City Council, as the governing body, for determination; and

WHEREAS, Council Policy 300-06, the City's Employee-Employer Relations Policy, at section VIII, provides that when the meet and confer process is concluded between the City and an exclusively recognized employee organization, all agreed upon matters shall be incorporated into a written agreement signed by the Management Team and representatives of the exclusively recognized employee organization; and

WHEREAS, section VIII of Council Policy 300-06 further provides that the Memorandum of Understanding (MOU) shall be submitted to the City Council for determination; and

WHEREAS, the City's Management Team and representatives of the MEA have reached agreement on terms and conditions of employment for a five-year MOU, for a term to begin July 1, 2013, and MEA members have ratified the agreement; and

WHEREAS, on June 10, 2013, the City Council approved and ratified the tentative agreement between the City and MEA and directed the City's Management Team to jointly prepare with representatives of MEA the written MOU and present it to the City Council at a later date for final determination; and

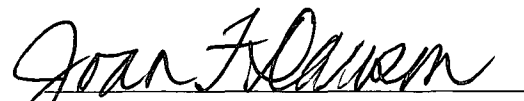
WHEREAS, San Diego Charter section 11.2 requires that a multiple-year agreement with any recognized employee organization concerning wages, hours, and other terms and conditions of employment requires a determination by the City Council that it is in the best interests of the City to enter into a multiple-year agreement and a two-thirds vote of the City Council approving the agreement; and

WHEREAS, the City Council now determines it is in the best interests of the City to enter into a multiple-year agreement for the City's financial stability and future potential long-term savings related to City Retirement System costs; and

WHEREAS, the City Council desires to approve and ratify the MOU between the City and the MEA; NOW, THEREFORE,

BE IT RESOLVED that, pursuant to the authority of the MMBA and Council Policy 300-06, the Council of the City of San Diego approves and ratifies the MOU between the City and the MEA regarding terms and conditions of employment for Fiscal Years 2014, 2015, 2016, 2017, and 2018, on file in the office of the City Clerk as Document No. R-308481.


APPROVED: JAN I. GOLDSMITH, City Attorney

By 
Joan F. Dawson
Deputy City Attorney

JFD:ccm
09/24/2013 COR. COPY
05/31/2013
Or.Dept: Human Resources
572304_2.doc

I hereby certify that the foregoing Resolution was passed by the Council of the City of San Diego, at this meeting of OCT 01 2013.

ELIZABETH S. MALAND
City Clerk

By 
Deputy City Clerk

Approved pursuant to Charter section 265(i):

(date)

TODD GLORIA, Council President

Passed by the Council of The City of San Diego on OCT 01 2013, by the following vote:

Councilmembers	Yeas	Nays	Not Present	Recused
Sherrri Lightner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kevin Faulconer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Todd Gloria	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Myrtle Cole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mark Kersey	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lorie Zapf	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Scott Sherman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Alvarez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marti Emerald	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Date of final passage OCT 15 2013.

(Please note: When a resolution is approved by the Council President as interim Mayor, the date of final passage is the date the approved resolution was returned to the Office of the City Clerk.)

AUTHENTICATED BY:

TODD GLORIA, COUNCIL PRESIDENT
as interim Mayor of The City of San Diego, California.

(Seal)

ELIZABETH S. MALAND
City Clerk of The City of San Diego, California.

By , Deputy

Office of the City Clerk, San Diego, California
Resolution Number R- 308481

#5402
6/10/13

(R-2013-739)

RESOLUTION NUMBER R- 308250

DATE OF FINAL PASSAGE JUN 18 2013

A RESOLUTION OF THE COUNCIL OF THE CITY OF SAN DIEGO APPROVING AND RATIFYING A TENTATIVE AGREEMENT BETWEEN THE CITY AND THE SAN DIEGO MUNICIPAL EMPLOYEES' ASSOCIATION REGARDING TERMS AND CONDITIONS OF EMPLOYMENT FOR FISCAL YEARS 2014 THROUGH 2018.

WHEREAS, from March 5, 2013, until May 28, 2013, the Management Team of the City of San Diego (City) met and conferred with the San Diego Municipal Employees' Association (MEA), regarding wages, hours, and other terms and conditions of employment for employees represented by the MEA, and made detailed recommendations to the San Diego City Council (City Council) in relation thereto; and

WHEREAS, the Meyers-Milias-Brown Act (MMBA), at California Government Code sections 3500 through 3511, is the state law that governs labor relations between the City and its represented employees in the City's recognized employee organizations, including the MEA; and

WHEREAS, the MMBA requires the City to participate in collective bargaining with its recognized employee organizations, including the MEA, in an effort to reach agreement on terms and conditions of employment within the scope of representation prior to the adoption of the City's final budget for the ensuing fiscal year; and

WHEREAS, California Government Code section 3505.1 provides if agreement is reached by the designated representatives of the City, as defined by the MMBA and local rules, and a recognized employee organization, the City's designated representatives and the recognized employee organization shall jointly prepare a written agreement, which shall not be binding until approved by the City Council, and shall present the agreement to the City Council, as the governing body, for determination; and

WHEREAS, Council Policy 300-06, the City's Employee-Employer Relations Policy, at section VIII, provides that when the meet and confer process is concluded between the City and an exclusively recognized employee organization, all agreed upon matters shall be incorporated into a written agreement signed by the Management Team and representatives of the exclusively recognized employee organization; and

WHEREAS, section VIII of Council Policy 300-06 further provides that the Memorandum of Understanding (MOU) shall be submitted to the City Council for determination; and

WHEREAS, the City's Management Team and representatives of the MEA have reached tentative agreement on terms and conditions of employment for a five-year MOU, for a term to begin July 1, 2013, and MEA members have ratified the agreement; and

WHEREAS, San Diego Charter section 11.2 requires that a multiple-year agreement with any recognized employee organization concerning wages, hours, and other terms and conditions of employment requires a determination by the City Council that it is in the best interests of the City to enter into a multiple-year agreement and a two-thirds vote of the City Council approving the agreement; and

WHEREAS, the City Council now determines it is in the best interests of the City to enter into a multiple-year agreement for the City's financial stability and long-term savings related to City Retirement System costs; and

WHEREAS, the City Council desires to approve and ratify the tentative agreement between the City and the MEA; NOW, THEREFORE,

BE IT RESOLVED that, pursuant to the authority of the MMBA and Council Policy 300-06, the Council of the City of San Diego approves and ratifies the tentative agreement between the City and the MEA regarding terms and conditions of employment for Fiscal Years 2014, 2015, 2016, 2017, and 2018, on file in the office of the City Clerk as Document No. RR-308250

BE IT FURTHER RESOLVED that the City Council directs the City Management Team to jointly prepare with representatives of the MEA the written MOU and present it to the City Council at a later date for final determination.

APPROVED: JAN I. GOLDSMITH, City Attorney

By Joan F. Dawson
Joan F. Dawson
Deputy City Attorney

JFD:ccm
05/20/2013
Or.Dept: Human Resources
566301.doc

I hereby certify that the foregoing Resolution was passed by the Council of the City of San Diego, at this meeting of JUN 10 2013

ELIZABETH S. MALAND
City Clerk

By Elizabeth S. Maland
Deputy City Clerk

Bob Filner
BOB FILNER, Mayor

Approved: 6/18/13
(date)

Vetoed: _____
(date)

BOB FILNER, Mayor

Passed by the Council of The City of San Diego on **JUN 10 2013** , by the following vote:

Councilmembers	Yeas	Nays	Not Present	Recused
Sherr Lightner	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kevin Faulconer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Todd Gloria	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Myrtle Cole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mark Kersey	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lorie Zapf	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Scott Sherman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
David Alvarez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marti Emerald	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Date of final passage **JUN 18 2013**

AUTHENTICATED BY:

BOB FILNER

Mayor of The City of San Diego, California.

ELIZABETH S. MALAND

City Clerk of The City of San Diego, California.

(Seal)

By , Deputy

Office of the City Clerk, San Diego, California

Resolution Number R- 308250

307970

RESOLUTION NUMBER R-_____

DATE OF FINAL PASSAGE JAN 28 2013

RESOLUTION OF THE COUNCIL OF THE CITY OF
SAN DIEGO DESIGNATING THE CITY'S MANAGEMENT
TEAM FOR FISCAL YEAR 2014 NEGOTIATIONS WITH THE
CITY'S RECOGNIZED EMPLOYEE ORGANIZATIONS.

WHEREAS, under the San Diego Charter (Charter) and applicable state law, the authority of the City of San Diego (City), as a public agency employer, to enter into memoranda of understanding with its recognized employee organizations establishing wages, hours, and other terms and conditions of employment rests with the San Diego City Council (Council); and

WHEREAS, under the Meyers-Milias-Brown Act (MMBA), at California Government Code sections 3500-3511, the City must engage in meet and confer with its six recognized employee organizations regarding terms and conditions of employment for Fiscal Year 2014, which begins July 1, 2013; and

WHEREAS, the MMBA, specifically at California Government Code section 3505, provides that the Council, as the governing body of the City, may designate representatives to engage in meet and confer with the City's employee organizations; these representatives have the obligation personally to meet and confer promptly upon request by any employee organization and continue for a reasonable period of time, to exchange information and proposals and endeavor to reach agreement on matters within the scope of representation prior to the adoption of the City's final budget for Fiscal Year 2014; all agreements reached are subject to approval by the Council and by the City Attorney under Charter section 40, before they are binding on the City; and

WHEREAS, under the MMBA and California case law interpreting it, as well as the Charter, the City's designated representatives must approach negotiations in good faith and must take bargaining positions only with the approval of the Council as to policy and the City Attorney as to legality; and

WHEREAS, under the Charter, the MMBA, and City Council Policy 300-06, if agreement is reached by the representatives of the City and a recognized employee organization, they shall jointly prepare a written memorandum of understanding, which shall not be binding on the City unless and until it is approved by the Council as to policy and by the City Attorney as to legality; and

WHEREAS, the Ralph M. Brown Act, specifically at California Government Code section 54957.6(a), provides that prior to holding a closed session meeting with its designated representatives who are involved in meet and confer, the Council must hold an open and public session in which it identifies its designated representatives; and

WHEREAS, under the MMBA, Ralph M. Brown Act, and City Council Policy 300-06, the Council desires to designate its representatives on the Management Team for Fiscal Year 2014 negotiations with the City's recognized employee organizations and to authorize these representatives to execute tentative agreements and memoranda of understanding following the process described above; and

WHEREAS, the Council desires to designate the Mayor and his staff members as the Management Team to engage in meet and confer; however, this designation in no way delegates or relinquishes the Council's authority to approve tentative agreements and memoranda of understanding reached through negotiations nor does it delegate or relinquish the City Attorney's authority to approve as to legality; NOW THEREFORE,

BE IT RESOLVED, by the Council of the City of San Diego, that pursuant to California Government Code sections 3505 and 54957.6(a), City Council Policy 300-06, and other applicable state and local laws and regulations, the Council designates the representatives on the Management Team for Fiscal Year 2014 negotiations with the City's recognized employee organizations, and authorizes these representatives to participate in meet and confer, taking Council-approved bargaining positions, to execute any tentative agreements and memoranda of understanding reached in meet and confer, and to present all tentative agreements and memoranda of understanding reached in meet and confer to the Council for final determination and approval by the Council as to policy and the City Attorney as to legality, as follows:

Bob Filner, Mayor – Chief Negotiator

Timothy Davis, Burke, Williams, & Sorensen LLP

Francisco Estrada, Director of Council Affairs, Office of the Mayor

Scott Chadwick, Human Resources Director

Judy von Kalinowski, Human Resources Deputy Director

Karen DeCrescenzo, Human Resources Officer

Joy Freeman, Human Resources Officer

Rimah Khouri, Human Resources Officer

John O'Neill, Human Resources Officer

Greg Bych, Risk Management Director

Valerie VanDeweghe, Risk Management Deputy Director

Michelle Villa, Payroll Principal Accountant, City Comptroller Department

Javier Mainar, Fire Chief, Fire-Rescue Department

Ken Barnes, Assistant Fire Chief, Fire-Rescue Department

Brian Fennessy, Assistant Fire Chief, Fire-Rescue Department

Rick Wurts, Lifeguard Chief, Fire-Rescue Department

William Lansdowne, Police Chief

Shelly Zimmerman, Assistant Police Chief

Tanya Tomlinson, Deputy Director, Office of the City Attorney (solely, for negotiations with the Deputy City Attorneys Association).

BE IT FURTHER RESOLVED, that the Council designates the following individuals from the Office of the Independent Budget Analyst as representatives within the meaning of California Government Code section 54957.6(a) to attend closed session meetings of the Council, and to serve in the capacity as observers at “meet and confer” sessions, but they are not designated as members of the Management Team as defined by City Council Policy 300-06:

Andrea Tevlin, Independent Budget Analyst

Jeff Sturak, Deputy Director, Office of the Independent Budget Analyst

Lisa Byrne, Fiscal and Budget Analyst, Office of the Independent Budget Analyst.

BE IT FURTHER RESOLVED, that the Council designates the following individuals from the Office of the City Attorney as representatives within the meaning of California Government Code section 54957.6(a) to attend closed session meetings of the Council, and to serve in the capacity as observers at “meet and confer” sessions, but they are not designated as members of the Management Team as defined by City Council Policy 300-06, and, as provided in Charter section 40, to perform legal work:

Jan Goldsmith, City Attorney

Joan Dawson, Deputy City Attorney

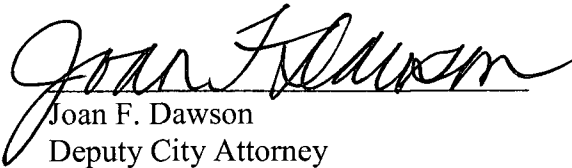
Paul Cooper, Deputy City Attorney

Bill Gersten, Deputy City Attorney

Roxanne Story Parks, Deputy City Attorney

Lori Thacker, Deputy City Attorney.

APPROVED: JAN I. GOLDSMITH, City Attorney

By 
Joan F. Dawson
Deputy City Attorney

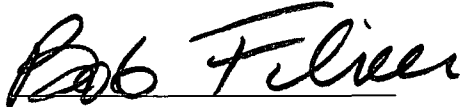
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01/14/2013 REV.
01/02/2013
Or.Dept:CityAtty
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I hereby certify that the foregoing Resolution was passed by the Council of the City of San Diego, at this meeting of JAN 14 2013.

ELIZABETH S. MALAND
City Clerk

By 
Deputy City Clerk

Approved: 1/27/13
(date)


BOB FILNER, Mayor

Vetoed: _____
(date)

BOB FILNER, Mayor