

SIDE LETTER OF AGREEMENT
between the City of Solana Beach
and Solana Beach Employees' Association- Miscellaneous Unit

WHEREAS, Employer-Employee Relations for the City of Solana Beach (hereinafter, "City") are governed by California Government Code section 3500 through 3511, known as the Meyers-Milias-Brown Act ("MMBA"); and

WHEREAS, the Solana Beach Employees' Association- Miscellaneous Unit ("SBEA-MISC") is the exclusive bargaining agent and representative of the City's Miscellaneous Classified Service; and

WHEREAS, the City and SBEA-MISC entered into a Memorandum of Understanding ("MOU") effective July 1, 2017 through June 30, 2020; and

WHEREAS, the parties met and conferred in good faith regarding changes to the MOU; and

WHEREAS, the parties agree to extend the terms of the current MOU for one additional year;

WHEREAS, this agreement shall serve as a Side Letter Agreement to the MOU for July 1, 2017 through June 30, 2020; and

WHEREAS, the new expiration date for the current MOU will be June 30, 2021.

NOW THEREFORE, the City and SBEA-MISC mutually agree as follows:

1. The new expiration date of the SBEA-MISC MOU will be June 30, 2021.
2. All terms and conditions of the MOU from July 1, 2017 through June 30, 2021 shall remain in full force and effect.

Executed in Solana Beach, California by:

SBEA-MISC:



Vanessa Rivera (Jun 15, 2020 11:26 PDT)

VANESSA RIVERA, SBEA-MISC President

Jun 15, 2020

DATE

Jun 16, 2020



ANDRA WRIGHT, SBEA-MISC Vice President

DATE

Jun 16, 2020



Zachary Basin (Jun 16, 2020 10:50 PDT)

ZACH BASIN, SBEA-MISC Secretary/Treasurer

DATE

City of Solana Beach:



GREGORY WADE, City Manager

Jun 16, 2020

DATE

**MEMORANDUM OF UNDERSTANDING BETWEEN
THE CITY OF SOLANA BEACH
AND
THE SOLANA BEACH EMPLOYEES' ASSOCIATION
MISCELLANEOUS EMPLOYEE GROUP
JULY 1, 2017 to JUNE 30, 2020**



**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF SOLANA BEACH AND
THE SOLANA BEACH EMPLOYEES' ASSOCIATION
MISCELLANEOUS GROUP**

JULY 1, 2017 THROUGH JUNE 30, 2020

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**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE CITY OF SOLANA BEACH
AND
THE SOLANA BEACH EMPLOYEES' ASSOCIATION
MISCELLANEOUS GROUP**

JULY 1, 2017 THROUGH JUNE 30, 2020

1. PREAMBLE

This Memorandum of Understanding (MOU) is made and entered into pursuant to Solana Beach Resolution No. 92-52 (Employer-Employee Relations Resolution), and applicable State law between the designated management representatives of the City of Solana Beach (CITY), and the Solana Beach Employees' Association, the Recognized Employee Organization (under Solana Beach Resolution No. 92-52) for full-time and regular part-time Miscellaneous Unit employees represented herein.

This MOU is the result of good faith negotiations regarding wages, hours and other terms and conditions of employment under the provisions of the California Meyers-Milias-Brown Act. The parties to this MOU hereto have met and conferred in good faith exchanging various proposals in an attempt to reach agreement. The parties affirm their mutual commitment to the goals of effective and efficient public service, high employee morale, sound and responsible management of CITY business, and amicable employer-employee relations. The parties encourage the highest possible degree of friendly, cooperative relationships between their respective representatives at all levels and with and between all employees.

2. RECOGNITION

Pursuant to Solana Beach Resolution No. 92-52 (Employer-Employee Relations Resolution), and applicable State law, the CITY acknowledges SBEA-MISCELLANEOUS EMPLOYEE GROUP as the Recognized Employee Organization for Miscellaneous Unit employees for purposes of employer-employee relations.

Nothing in this Article is intended to amend, alter, modify or supersede the provisions of Resolution No. 92-52, or the rights of employees thereunder, or the rights of individual employees under the provisions of the Meyers-Milias-Brown Act.

3. APPROVAL BY THE CITY COUNCIL

This MOU constitutes a mutual recommendation to be jointly submitted to the City Council for its consideration and action. It is agreed that if this memorandum is approved by the City Council, the CITY will act in a timely manner to make the changes in City ordinances, resolutions, rules, policies and procedures necessary to implement this MOU.

Upon approval by the City Council, this MOU, along with the Solana Beach Personnel Rules and Regulations (as existing on the date of this MOU or as modified by or pursuant to this MOU), and other Policies or Directives established by the CITY (as existing on the date of this MOU or as modified by or pursuant to this MOU), will govern the wages, hours and terms and conditions of employment of the employees represented by the SBEA-MISCELLANEOUS EMPLOYEE GROUP , subject to the provisions and limitations of Chapter 2.44 (Personnel System) of the Solana Beach Municipal Code.

4. AUTHORIZED AGENTS/REPRESENTATIVES

CITY's principal authorized agent shall be the City Manager or the City Manager's authorized designee; unless a particular officer or employee is specifically designated in connection with the performance of a specific function or obligation set forth in the MOU.

The SBEA-MISCELLANEOUS EMPLOYEE GROUP's principal authorized agent shall be its president or a duly authorized designee of the president.

5. CITY MANAGEMENT RIGHTS

The CITY retains and has the exclusive decision-making authority to manage municipal services and the work force performing those services so long as the CITY exercises such exclusive authority in conformance with the express specific terms of this MOU.

The CITY has, except as expressly and lawfully restricted by specific provisions of this MOU, the exclusive decision-making authority to:

- a) Determine and modify the organization of city government and its constituent work units.
- b) Determine the nature, standards, levels and mode of delivery of services to be offered to the public; provided, however, should the CITY determine to change the mode of delivery of services to be offered to the public, it shall first notify SBEA-MISCELLANEOUS EMPLOYEE GROUP and if an effect on represented employees is identified, shall meet and confer with SBEA-MISCELLANEOUS EMPLOYEE GROUP regarding the effect of such decision on represented employees.
- c) Determine the budget, to allocate funds and resources, and determine revenue sources.
- d) Determine methods, means, and the numbers and kinds of personnel by which services are to be provided.
- e) Determine whether goods or services shall be made, purchased or contracted for; provided, however, should the CITY determine to contract out bargaining unit work, it

shall first meet and confer with SBEA-MISCELLANEOUS EMPLOYEE GROUP regarding the effect of such decision on represented employees.

- f) Determine employees, including scheduling and assignment of work and overtime.
- g) Establish employee performance standards and require compliance therewith.
- h) Promote or hire employees and establish job qualifications, descriptions and requirements.
- i) Discharge, suspend, demote, reduce in pay, reprimand, withhold salary increases and benefits or otherwise discipline employees subject to the requirements of applicable law.
- j) Relieve employees from duty because of lack of work or lack of funds or for other legitimate reasons.
- k) Implement rules, regulations and directives consistent with law and the specific provisions of this MOU.
- l) Take all necessary actions to protect the public and carry out its mission in emergencies.

6. EMPLOYEE RIGHTS

Non-discrimination: As a result of this MOU, no person shall be favored or discriminated against, by either the CITY or the SBEA-MISCELLANEOUS EMPLOYEE GROUP, to the extent provided by law because of political or religious opinions or affiliations, or because of racial or national origin, or because of age, sex, sexual orientation or disability.

Neither CITY nor SBEA-MISCELLANEOUS EMPLOYEE GROUP shall interfere with, intimidate, restrain, coerce, or discriminate against employees covered by this MOU because of the exercise of rights to engage or not engage in SBEA-MISCELLANEOUS EMPLOYEE GROUP activity or because of the exercise of any right provided to the employees by this MOU or the Meyers-Milias-Brown Act.

Individual Rights: Nothing in this MOU shall be construed as a waiver of any of the following rights of individual employees which may be exercised in compliance with applicable laws, ordinances, and rules and regulations.

- a) The right to form, join and participate in the activities of employee organizations of the employee's own choosing for the purpose of representation on matters of employer/employee relations or not to join or participate in the activities of any organization as provided in Solana Beach Resolution No. 92-52. All employees have a right to be free from interference, intimidation, restraint, coercion, discrimination, or

reprisal on the part of the management representatives, the supervisor, other employees, or employee organizations, with respect to his or her membership or non-membership in any employee organization.

- b) Pursuant to the Meyers-Milias-Brown Act, the right to represent himself or herself individually in employer/employee relations with the CITY or to be represented through a representative designated by the employee.
- c) The right to review his or her individual personnel file at times convenient to the employee and the CITY.

Miscellaneous Employee Group Rights:

- a) CITY recognizes the right of SBEA-MISCELLANEOUS EMPLOYEE GROUP to govern its internal affairs.
- b) The CITY shall provide bulletin boards to be placed in CITY offices at a place convenient to SBEA-MISCELLANEOUS EMPLOYEE GROUP and approved by the City Manager for the use of SBEA-MISCELLANEOUS EMPLOYEE GROUP. Material placed on the bulletin board shall be at the discretion of SBEA-MISCELLANEOUS EMPLOYEE GROUP. SBEA-MISCELLANEOUS EMPLOYEE GROUP agrees not to post any literature that is offensive, defamatory or violates the rights of employees to a work place free of discrimination or harassment.
- c) SBEA-MISCELLANEOUS EMPLOYEE GROUP may, with the prior approval of the City Manager, use CITY facilities for off-duty meetings of SBEA-MISCELLANEOUS EMPLOYEE GROUP members. Use by SBEA-MISCELLANEOUS EMPLOYEE GROUP of CITY equipment and supplies other than items normally used in business meetings such as desks, chairs, blackboards, and dry boards, despite the presence of such equipment and supplies, is prohibited.
- d) The representatives of SBEA-MISCELLANEOUS EMPLOYEE GROUP shall have reasonable access to the members of SBEA-MISCELLANEOUS EMPLOYEE GROUP for the purposes of providing representation and consultation. The access shall be subject to approval by the City Manager and shall not interfere with the convenient operation of the CITY's Departments. Access by personal visit to CITY offices shall be subject to reasonable prior notice to the City Manager.
- e) A representative of SBEA-MISCELLANEOUS EMPLOYEE GROUP shall be allowed to be present at the request of any employee at any meeting with management involving a grievance, at appeals of employee performance evaluations, and at any pre-disciplinary or disciplinary meetings.
- f) The CITY agrees to provide reasonable time off, without loss of pay, during scheduled work hours for up to two (2) representatives of SBEA-MISCELLANEOUS EMPLOYEE

GROUP when said representatives are meeting and conferring on matters within the scope of representation.

- g) SBEA-MISCELLANEOUS EMPLOYEE GROUP may designate one employee representative to assist an employee in preparing and presenting materials for disciplinary or grievance procedures. The employee's representative so designated shall be allowed reasonable release time from regularly scheduled duties for the purpose of investigating and preparing materials for such procedures. Supervisors shall be given at least one day prior written notice in the event release time is requested, unless the supervisor agrees otherwise. Employee representatives, who investigate, prepare, or present materials during off-duty time shall do so on their own time. Employee representatives and employees who attend personnel hearings during the off-duty time shall do so on their time; providing, however, that off-duty employees who are ordered or subpoenaed to attend such hearings shall be compensated in accordance with the overtime provisions of this MOU.
- h) A designated employee representative requesting time off under this Article shall direct such request to the City Manager in writing within a reasonable time prior to the date requested, in order to assure that the department meets its staff needs and to assure sufficient coverage of departmental assignments. The City Manager shall respond to the request as soon as feasible, but not later than the end of business on the next business day following the request. If the City Manager does not respond to the request, the Department Head of the affected department may grant the release time. If the City Manager or Department Head cannot grant the release time because of workload or other scheduling reasons, the City Manager or Department Head shall give notice to the employee of a date or dates when the release time will be provided.

7. FULL UNDERSTANDING, MODIFICATION, WAIVER

It is the intent of the parties that this MOU set forth the full and entire understanding of matters agreed to upon conclusion of meet and confer sessions which resulted in this MOU. Any other matters, not contained herein, which were addressed during the course of the meet and confer process resulting in this MOU, are superseded and terminated in their entirety. Any understanding or agreement not contained herein, whether formal or informal, which occurred during the course of meet and confer sessions, resulting in this MOU, are terminated or superseded in their entirety. Any amendment to the provisions of this MOU shall not be effective unless made in writing executed by the parties.

It is the intent of the parties that this MOU be administered in its entirety in good faith during its full term. It is recognized that if during such term it is necessary for the CITY to propose changes in matters within the scope of representation not contained in this memorandum, the CITY shall notify SBEA-MISCELLANEOUS EMPLOYEE GROUP, indicating the proposed change prior to its implementation. If SBEA-MISCELLANEOUS EMPLOYEE GROUP wishes to consult or meet and confer with the CITY regarding the matter, SBEA-MISCELLANEOUS

EMPLOYEE GROUP shall notify the CITY within ten (10) working days from the receipt of such notice. Upon receipt of such notice, the parties shall meet promptly in an earnest effort to reach a mutually satisfactory resolution of any problem arising as a result of the change instituted by the CITY.

Nothing herein shall limit the authority to the CITY to make changes required during emergencies. However, the CITY shall notify SBEA-MISCELLANEOUS EMPLOYEE GROUP of such changes as soon as practicable. Such emergency assignments shall not extend beyond the period of emergency. "Emergency" shall be defined as an unforeseen circumstance requiring immediate implementation of the change.

Failure by the SBEA-MISCELLANEOUS EMPLOYEE GROUP to request consultation or negotiations pursuant to this Article shall not be deemed as approval of any action taken by the CITY, but only as a waiver of the right to consult and meet and confer.

The consent to, or waiver of, any breach, provision, or condition of this MOU by either party shall not constitute a precedent in the future enforcement of all the provisions of this MOU, nor a consent, or waiver of, any future breach, provision or condition, unless otherwise expressly stated to the contrary in writing.

8. PEACEFUL PERFORMANCE OF CITY SERVICES

No Strike - During the life of this MOU, neither the employees nor any employee's agents or representatives will instigate, promote, sponsor, engage in, or condone any strike (including sympathy strike), slowdown, concerted stoppage of work, sickouts, or any other intentional disruption of the operations of the CITY, regardless of the reason for so doing.

Penalty - Any employee engaging in activity prohibited by "No Strike" under this Article, or who instigates or gives leadership to such activity, shall be subject to disciplinary action.

No Lockout - During the term of this MOU, the CITY will not instigate a lockout over a dispute with the employees so long as there is no breach of "No Strike" under this Article.

Association Official Responsibility - Each employee or other person who holds the position of officer of the Recognized Employee Organization occupies a position of special trust and responsibility in maintaining and bringing about compliance with the provisions of this Article; therefore, such employees or other persons agree to inform its members of their obligations under "No Strike" of this Article, and to inform them of the penalty for failure to comply.

Enforcement - In the event the CITY is required to enforce the provisions of the Article "Peaceful Performance of CITY Services" by court action, or in the event that SBEA-MISCELLANEOUS EMPLOYEE GROUP is required to enforce the provisions of said Article by court action, an injunction may be issued.

9. PRIOR AGREEMENTS

The provisions of this MOU shall supersede and replace the provisions of the Memorandum of Understanding last executed between SBEA-MISCELLANEOUS EMPLOYEE GROUP and the CITY.

The benefits and other terms and conditions of employment provided pursuant to the CITY's Personnel Rules and Regulations shall continue to apply except to the extent modified by this MOU.

10. NEGOTIATIONS FOR A SUCCESSOR AGREEMENT

The parties agree that negotiations for a successor Memorandum of Understanding shall begin by the submission by either party of a proposal or a written notice of intent to bargain not later than February 1 of the final year of the MOU. If a proposal or notice of intent to bargain is submitted, meeting and conferring sessions shall begin and shall continue until agreement is reached or until an inability to reach agreement (impasse) is declared. The parties agree to use their best efforts to conclude meet and confer sessions before May 31 of the final year of the MOU. If neither party submits at least a notice of intent to bargain, all conditions of this MOU shall continue in full force and effect for one year from the date it otherwise would have terminated.

11. RULES AND REGULATIONS

The City of Solana Beach Personnel Rules and Regulations shall remain in full force and effect during the term of this MOU subject only to the provisions of this MOU and to the amendments necessary to implement the terms of this MOU. During the term of this MOU, any amendments proposed by CITY Management to the City of Solana Beach Personnel Rules and Regulations pursuant to the rights reserved to the CITY under this MOU shall be made after providing notice and an opportunity for input to the designated representatives of SBEA-MISCELLANEOUS EMPLOYEE GROUP.

12. HOURS OF WORK

Hours of work and work schedules shall be determined according to the City Personnel Rules and Regulations.

13. SALARY ADJUSTMENT

The parties jointly agree that the following salary increase shall be applicable for the term of this MOU for all SBEA-MISCELLANEOUS EMPLOYEE GROUP classifications as specified on the salary schedule in Appendix B:

- a) Effective the first full pay period after July 1, 2017: three percent (3%) salary

increase for employees represented by SBEA-MISCELLANEOUS EMPLOYEE GROUP, Miscellaneous Group.

- b) Effective the first full pay period after July 1, 2018: two and a half percent (2.5%) salary increase for employees represented by SBEA-MISCELLANEOUS EMPLOYEE GROUP, Miscellaneous Group.
- c) Effective the first full pay period after July 1, 2019: two and a half percent (2.5%) salary increase for employees represented by SBEA-MISCELLANEOUS EMPLOYEE GROUP, Miscellaneous Group.

Additional Salary Adjustments: One-time salary adjustment to six SBEA-MISCELLANEOUS EMPLOYEE GROUP -MISC positions over the first or first and second years of the MOU as detailed in the following table effective the first full pay period in July of each fiscal year.

	<u>2017/18</u>	<u>2018/19</u>	<u>Total</u>
Sr. Code Compliance Officer	0.30%	0.00%	0.30%
Sr. Engineering Technician	0.66%	0.00%	0.66%
Assistant Civil Engineer	1.05%	1.05%	2.10%
Associate Planner	1.15%	1.15%	2.30%
Assistant Planner	1.75%	1.75%	3.50%
Associate Civil Engineer	3.10%	3.10%	6.20%

Pay increases resulting from employee-employer negotiations will become effective on the specific date negotiated between the CITY and SBEA-MISCELLANEOUS EMPLOYEE GROUP. Increases in salary resulting from merit increases will become effective on the employee's anniversary date, as approved by the City Manager in accordance with the City of Solana Beach Personnel Rules and Regulations.

The proposed salary schedule implementing this Article is attached as Appendix B to this MOU.

14. CAFETERIA BENEFIT PLAN

All regular employees in the SBEA-MISCELLANEOUS EMPLOYEE GROUP shall be entitled to receive health, dental and vision insurance in accordance with the group insurance policies acquired by the CITY.

The CITY will contribute the following to each full-time employee for the purchase of medical, dental and vision insurance options offered through the City's Flexible Benefit Cafeteria Plan:

- a) Effective July 1, 2017 thru June 30, 2018, the CITY will contribute Flexible Plan Credits in the amount of \$1,231.74 per month, per full-time employee.

- b) Effective July 1, 2018 thru June 30, 2019, the City's contribution will increase by 5% for a total of \$1,293.33 per month, per full-time employee.
- c) Effective July 1, 2019 thru June 30, 2020 the City's contribution will increase an additional 5% for a total of \$1,358.00 per month, per full-time employee
- d) Contributions for Part-Time SBEA-Miscellaneous Employees will be prorated at a rate that is representative of their part-time status (e.g. 50% or 75%)

Under this Plan, the CITY will make available medical, dental, and vision insurance plans all employees in the SBEA-MISCELLANEOUS EMPLOYEE GROUP. The Plan also provides for employee participation in Health Care and Dependent Care Flexible Spending Accounts. The Flexible Spending Account is established under Section 125 of the Internal Revenue Code and will be administered by the CITY.

Employees will have the choice of applying Flexible Plan Credits to:

- a) Medical, Dental, and Vision Insurance: Plans selected by employee shall be applied to these insurance costs.
- b) Health Care and Dependent Care Flexible Spending Accounts: Amounts designated by employee shall be applied to these accounts.
- c) Cash: Employees shall have the option of cash benefit in accordance with the City of Solana Beach Flexible Benefit Plan Document.

At a minimum, all employees must elect medical insurance for employee only. Exceptions shall be made for an employee who provides proof of medical insurance coverage through another non-CITY group plan. Requests for exception must be made by the employee and approved by the CITY's Human Resources Manager. After the CITY's initial verification of employee coverage under another non-CITY group medical plan, the Human Resources Manager may request proof of coverage as often as deemed necessary to ensure employee's continued medical insurance coverage. All costs of insurance coverage for the employee or dependents in excess of the CITY contribution shall be borne by the employee.

All Cafeteria Plan elections must be made on forms approved by the City. Elections must be made prior to the beginning of the Plan Year and must remain in effect unless there is a qualifying event as defined under IRS regulations and the City of Solana Beach Flexible Benefit Plan, and approved by the Human Resources Manager.

15. RETIREMENT SYSTEM CONTRIBUTIONS

Retirement benefits are subject to the Public Employees' Pension Reform Act (PEPRA) and related Public Employees' Retirement Law (PERL). If there is a conflict between this MOU and requirements pursuant to PEPRA and/or PERL, PEPRA and PERL shall prevail.

A. Employees hired prior to January 1, 2011:

- i. The City will continue to participate in the California Public Employees Retirement System (CalPERS) and provide a 2.5% at 55 retirement benefit with the use of the employee's single highest year salary. The cost of the program will continue to be shared between City and SBEA-MISCELLANEOUS EMPLOYEE GROUP employees. Employees shall pay the entire CalPERS Retirement employee share of 8%.
- ii. Cost Sharing of Employer Contribution: Per CalPERS contract amendment which went into effect on October 29, 2016, SBEA-MISCELLANEOUS EMPLOYEE GROUP employees will continue to contribute 1.04% of pay towards the normal cost in addition to paying their entire employee share of the CalPERS retirement contribution for a total of 9.04%.

B. For classic employees (as defined by CalPERS) hired on or after January 1, 2011:

- i. The CalPERS formula for employees shall be 2% at 60, with the use of the average of the employee's highest-three-year-salary. Employees shall pay the entire CalPERS Retirement employee share of the CalPERS retirement contribution.
- ii. Cost Sharing of Employer Contribution: Per CalPERS contract amendment which went into effect on October 29, 2016, SBEA-MISCELLANEOUS EMPLOYEE GROUP employees will continue to contribute 0.19% of pay towards the normal cost in addition to paying their entire employee share of the CalPERS retirement contribution.

C. Employees hired on or after January 1, 2013, and defined by CalPERS as new members:

- i. The CalPERS formula for employees shall be 2% at 62, with the use of the average of the employee's highest-three-year-salary. Employees shall pay 50% of the normal cost contribution.

All benefits and amendments to the Retirement system provided in previous MOUs between

the City and the SBEA-MISCELLANEOUS EMPLOYEE GROUP, shall remain in full force unless otherwise annulled by this MOU.

16. RETIREE HEALTH BENEFITS

During the term of this MOU, the City agrees to remain in CalPERS in order to provide healthcare coverage to active employees and retiree healthcare benefits to retired employees. The City agrees to pay Retiree Health Benefits as follows:

Staff members currently employed who retire from the City at a future date, shall receive the following Retiree Health benefits in recognition of their vested rights and service to the City:

- a) Staff members hired prior to January 1, 2007 shall receive maximum of \$290.00 per month. If the retired employee elects to enroll in the CalPERS Retiree Health Plan, the City will subtract the required minimum PEMCHA contribution amount and pay that amount to CalPERS directly. Any left-over balance will be provided to the retired employee.

If the retired employee does not elect to enroll in the CalPERS Retiree Health Plan, the retiree will directly receive the entire \$290 per month.

- b) Staff members with a date of hire on or after January 1, 2007, who subsequently retire from the City AND enroll in the CalPERS Retiree Health Plan, will only receive the "minimum" retirement benefit contribution amount required under PEMCHA to offset their CalPERS Retiree Health Plan costs.

If the retired employee does not enroll in the CalPERS Retiree Health Plan, no Retiree Health Benefit payments will be made to the retiree by the City.

17. LIFE INSURANCE

All employees of the CITY governed by this MOU shall be entitled to receive life insurance. The CITY shall pay the cost of the basic coverage for the employee. The life insurance policy shall continue to provide basic coverage at an amount equal to one times the employee's annual salary.

18. LONG TERM DISABILITY INSURANCE (LTD)

Employees are eligible to participate in the City's LTD Plan. LTD premiums will be paid by the City on behalf of all SBEA-MISCELLANEOUS EMPLOYEE GROUP employees.

19. LEAVE PROVISIONS

Employees shall be entitled to leaves of absence as provided in the City's Personnel Rules and Regulations.

19.1 Vacation

SBEA-MISCELLANEOUS EMPLOYEE GROUP -Miscellaneous Group employees shall be entitled to vacation usage, accrual, and payoff as provided in the CITY Personnel Rules and Regulations.

Part-time SBEA-MISCELLANEOUS EMPLOYEE GROUP employees shall be entitled to vacation at a rate that is representative of their part-time status (50%, 75%, etc).

19.2 Holidays

“Holiday Leave” “Holidays” and “Holiday Pay” are governed by the provisions of the City Personnel Rules and Regulations, except for the following amendments:

a) Holiday Leave

Holiday Leave shall be “leave with pay” credited to employees in the amount of hours the employee(s) would have worked (either eight (8), or nine (9)) for full-time SBEA-MISCELLANEOUS EMPLOYEE GROUP -Miscellaneous Group employees. For example, if a holiday occurs on a Friday, employees will be credited with eight hours of Holiday Leave, whereas if a holiday occurs Monday through Thursday, employees will be credited with nine hours of Holiday Leave. If a holiday occurs on a weekend day, employees will be credited with nine hours of Holiday Leave. Employees will not be credited with Holiday Leave that exceeds the number of hours they would have worked.

Part-time SBEA-MISCELLANEOUS EMPLOYEE GROUP -Miscellaneous Group employees will be credited with Holiday Leave at a rate that is representative of their part-time status (e.g., 50% or 75%).

b) Christmas and New Year’s Holidays

SBEA-MISCELLANEOUS EMPLOYEE GROUP -Miscellaneous Group employees are entitled to a full-day holiday for Christmas Eve Day, and New Year's Eve Day. City administrative offices will close in observance of these holidays when they fall during the regular work week.

If a Christmas Eve holiday or New Year’s Eve holiday falls on a day when City administrative offices are closed or on an employee’s regularly scheduled day off, regular full-time SBEA-MISCELLANEOUS EMPLOYEE GROUP -Miscellaneous Group employees shall be credited with nine (9) or eight (8) hours of Holiday fixed leave, as outlined in section 19.2(a) in observance of these holidays.

Permanent Part-time SBEA-MISCELLANEOUS EMPLOYEE GROUP -Miscellaneous Group employees shall be entitled to Holiday Leave representative of their part-time status (e.g., 50% or 75%). The CITY reserves the right to determine the most efficient manner in which to provide the Christmas, Christmas Eve, New Year’s Eve and New Year’s Day holidays.

c) **Work on a Holiday**

SBEA-MISCELLANEOUS EMPLOYEE GROUP -Miscellaneous Group employees who are required to work on an official CITY holiday shall be compensated at the rate of time and one-half (1.5) the regular rate of pay for hours actually worked.

Such compensation shall either be paid or, at the employee's option, be provided in compensatory time off (comp time) if the employee is eligible to receive comp time and if the comp time would not exceed the maximum number of hours permitted (50 hours). The affected employee shall also receive holiday credit in the amount of hours that the employee worked (either eight or nine).

d) **Floating Holiday Leaves**

SBEA-MISCELLANEOUS EMPLOYEE GROUP -Miscellaneous Group employees shall be credited with floating holiday leave consisting of eighteen (18) hours of floating holiday leave credited on July 1st of each year ("July Floating Holiday") and nine (9) hours of floating holiday leave credited on January 1st of each year ("January Floating Holiday"). Newly-hired employees shall be credited with July Floating Holiday and January Floating Holiday in the following manner:

July Floating Holidays:

- a) Employees hired in the months of July through September shall receive 18 hours of floating holiday leave when hired.
- b) Employees hired in the months of October through December shall receive 12 hours of floating holiday leave when hired.
- c) Employees hired in the months of January through March shall receive 6 hours of floating holiday leave when hired.
- d) Employees hired in the months of April through June shall receive 3 hours of floating holiday leave when hired.

January Floating Holiday:

- a) Employees hired in the months of January through March shall receive 9 hours of floating holiday leave when hired.
- b) Employees hired in the months of April through June shall receive 6 hours of floating holiday leave when hired.
- c) Employees hired in the months of July through December shall receive 3 hours of floating holiday leave when hired.

July Floating Holiday shall be capped at a maximum accrual of eighteen (18) hours per fiscal year and January Floating Holiday shall be capped at a

maximum accrual of nine (9) hours per calendar year for a maximum total accrual of floating holiday leave of twenty-seven (27) hours.

Part-time SBEA-MISCELLANEOUS EMPLOYEE GROUP employees will be credited with floating holiday leave at a rate that is representative of their part-time status (e.g., 50%, 75%, etc.).

19.3 Bereavement Leave

In the event of the death of a member of the employee's immediate family, the employee shall be granted bereavement leave, without loss of pay, for up to three working days. The employee may take up to an additional two days bereavement leave, not deducted from sick leave, if the funeral is more than 300 miles from the CITY. Immediate family shall be defined as: spouse, child (including stepchild), parent, grandparent, grandchild, step-parent, step-child, legal guardian (or former legal guardian), mother-in-law, father-in-law, son-in-law, daughter-in-law, or sibling. Employee must provide documentation of location/memorial service upon request of the City.

19.4 Jury Duty / Witness Duty

Employees shall be compensated for jury duty according to the City Personnel Rules and Regulations. Employees shall be compensated for witness duty according to the City Personnel Rules and Regulations.

19.5 Special Leaves of Absence without Pay

An employee who has been employed by the CITY for at least 12 months and who has been employed for at least 1250 hours of service during the 12-month period immediately preceding the commencement of leave shall be entitled to a leave or leaves of absence, without pay, with right to return to the position, as specified by the Family Leave and Medical Act of 1993 (California Government Code 12945.2).

19.6 Sick Leave

Employees shall be entitled to accrue sick leave based upon the City Personnel Rules and Regulations. Part-time employees shall be entitled to accrue sick leave at a rate that is representative of their part-time status (e.g., 50%, 75%). Sick leave accrual, usage and pay-off shall be subject to the provisions the City Personnel Rules and Regulations.

- a) Sick Leave Conversion: Personnel Rules and Regulations Section 10.02(E) will be revised to reflect 60 hours of sick leave may be converted to vacation leave when an employee has not used up more than 60 hours of sick leave during

the previous year. All other provisions and requirements regarding Sick Leave will remain unchanged.

19.7 Sick Leave Payoff at Retirement

The CITY will provide sick leave payoff at retirement as follows:

Sick leave payoff would occur when an employee either voluntarily separates from City service in good standing or retires (non-disability) from the City. Payoff shall be in cash at the rate of twenty percent (20%) of the sick leave balance at the time of retirement or separation up to a maximum payoff of ninety-six (96) hours. To qualify for payoff, an employee is required to have a minimum of ten (10) years of service with the CITY. There shall be no payoff at termination.

The provisions of the City of Solana Beach Personnel Rules and Regulations shall govern all other terms and conditions of employment.

20. OVERTIME

Employees shall be entitled to overtime pay or compensatory time off in lieu of overtime pay (comp time) as provided in the City Personnel Rules and Regulations. If a holiday falls within the normal work week, the employee shall be paid overtime pay (not comp-in-lieu time) for any hours worked in excess of 40 hours in a workweek and the holiday would count as hours worked. This provision only applies to City recognized holidays and shall not apply to sick or vacation time taken.

Overtime work shall first be offered on a rotating basis to qualified employees in a department who desire overtime work and have notified the Department Head in writing of their desire.

Nothing in this MOU or the Personnel Rules shall be construed as guaranteeing that overtime work will be available.

21. CALL BACK – Non Public Works Employees

Non Public Works Miscellaneous Group employees shall be entitled to call back pay as provided in the CITY Personnel Rules and Regulations.

22. CALL BACK and STAND-BY PAY - Public Works Employees

- a) Call back work is defined as work required by the City of an employee who, following completion of the employee's work day or work week and departure from the employee's work site, is unexpectedly ordered to report back to duty to perform necessary work. Public Works Employees who are called back shall receive a minimum

of three (3) hours compensation at time and one-half unless employee is called back less than two hours before start of employee's next regular shift or work day.

- b) Whenever an employee is called back, the employee shall receive the minimum provided above or pay for hours actually worked, whichever is greater. Hours worked shall be calculated beginning at the time the call back is received by the employee and ending when the employee is relieved of duty.
- c) If an employee, who was called back to work and has completed his/her assignment and left work, is again called back to work, he/she will not receive another minimum if the time of return is within the previous call back minimum.
- d) Public Works employees shall be paid for mileage to and from the Public Works Yard during call back duty.
- e) Stand-by pay will be compensated at one hour at time and a half their straight time pay, at the employee's base rate for each day the employee is on "Stand-by," for represented Public Works employees.

23. MILEAGE ALLOWANCE

Employees shall receive a mileage allowance as provided in the City Personnel Rules and Regulations.

24. BILINGUAL PAY

The City agrees to provide additional compensation in the amount of \$100 per month to those employees who regularly use their bilingual skills in the performance of their duties. The employee must successfully pass a Bilingual Performance Examination as determined appropriate by the Human Resources Manager.

- a) Eligible employees must successfully pass a Bilingual Performance Examination every three (3) years, as determined appropriate by the Human Resources Manager.
- b) Eligible languages are Spanish and American Sign Language.
- c) Bilingual pay for permanent part-time employees shall be prorated.
- d) Bilingual pay will not accrue during any leave (paid or unpaid) of more than thirty (30) days.

25. TUITION REIMBURSEMENT

Each SBEA-MISCELLANEOUS EMPLOYEE GROUP employee shall be eligible for a maximum reimbursement each fiscal year up to, but not to exceed, \$2,000.

26. SEVERANCE PAY

The CITY shall provide severance pay for Miscellaneous Unit employees with five or more years of CITY service who are laid off from employment pursuant to the City Personnel Rules and Regulations as follows:

- a) Employees with five or more years of CITY service who are laid off from employment pursuant to the City Personnel Rules and Regulations shall receive severance pay in an amount of the employee's base salary for a period of forty-five days after the date of the employee's termination; provided however, in the event the period from the date of giving notice of proposed layoff to the date of termination pursuant to that notice is greater than thirty days, then the days for which severance pay is received shall be reduced by one day for each day the notice period exceeds thirty days, and further provided that the minimum amount of severance pay shall be equivalent to thirty days base salary. Severance pay shall cease if the employee obtains employment prior to the expiration of the severance pay period. If the employee obtains unemployment insurance benefits, the amount of severance pay shall be limited to the difference between the employee's base salary and the amount of the unemployment insurance benefit payment.
- b) Severance pay shall be payable in installments. The first installment shall be made on the second Friday following the date of termination. Subsequent payments shall be at two week intervals thereafter.
- c) An employee shall provide the CITY with a certification of continuing eligibility to receive severance pay and receipt or non-receipt of unemployment insurance benefits prior to each severance pay installment. The certification shall be under penalty of perjury.
- d) In addition to the severance pay, the CITY will continue to pay the monthly premium for health, dental and vision insurance paid by the CITY on the date of termination in order to continue coverage for a period of 90 days from the date of termination.
- e) An employee receiving severance pay shall not be considered to be an employee of the CITY after the date of termination. Severance pay shall not be considered salary for the purposes of the Public Employees Retirement System.

- f) Employees who are subject to layoff because the exercise of "bumping" or "retreat" rights by another employee pursuant to the City Personnel Rules and Regulations shall receive the same notice of layoff and shall have the same rights to bump less senior employees as the employee originally receiving the notice of proposed layoff.

27. SAFETY COMMITTEE

The employees represented by SBEA-MISCELLANEOUS EMPLOYEE GROUP, shall have the right to appoint one employee member to the Safety Committee. The appointment shall be subject to the approval of the City Manager, which approval shall not be unreasonably withheld.

28. SAFETY PROVISIONS

28.1 Safety Shoes

The CITY will reimburse full-time Public Works employees, as defined below, for the purchase of steel-toe safety shoes in an amount not to exceed a total of one hundred fifty dollars (\$150) per fiscal year. This amount may be divided by the employee during the course of the fiscal year if the employee decides to purchase more than one pair of steel-toed shoes. All Public Works employees shall wear steel-toe safety shoes while performing work within the scope of their employment for the CITY.

Public Works Employees:

Lead Maintenance Worker
Maintenance Worker I/II

28.2 Sunscreen

The CITY will purchase, in bulk, sunscreen and provide such sunscreen on an as-needed basis to all CITY employees who perform work outdoors.

29. REOPENER

During the duration of this MOU the City may reopen negotiations to discuss the following items for citywide implementation:

- a) New City Personnel Rules

30. SAVINGS CLAUSE

If any provisions of this MOU should be found invalid, unlawful or unenforceable by reason of any existing or subsequent enacted legislation or by judicial authority, all other provisions of this MOU shall remain in full force and effect for the duration of this MOU.

In the event of invalidation of any provisions, the CITY and the Association agree to meet within thirty (30) days of notice by either to the other for the purpose of renegotiating said provision.

31. SEVERABILITY

It is understood and agreed that this MOU is subject to all current and future applicable federal and state laws, or federal and state regulations. If any part or provision of this MOU is in conflict or inconsistent with such laws, rules and regulations, or is otherwise held to be invalid or unenforceable by a tribunal or competent jurisdiction, such part or provision shall be suspended and superseded by such applicable law or regulations, and the remainder of this MOU shall not be affected.

32. TERM

The term of this agreement shall be retroactive to July 1, 2017, subject to formal approval by the City Council, and shall expire at midnight, June 30, 2020.

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APPENDIX A

SBEA-MISCELLANEOUS EMPLOYEE GROUP represents that this Memorandum of Understanding has been duly ratified by its membership. Following approval by the City Council, its terms and conditions shall be implemented by appropriate ordinance, resolution, or other appropriate lawful action.

SOLANA BEACH EMPLOYEES ASSOCIATION
(SBEA-MISCELLANEOUS EMPLOYEE GROUP)

By: M Eggum

Date: 8/10/17

MIKKI EGGUM
SBEA-MISCELLANEOUS EMPLOYEE GROUP

By: Vanessa M. Rivera

Date: 8/10/17

VANESSA RIVERA
SBEA-MISCELLANEOUS EMPLOYEE GROUP

APPROVED AS TO LEGAL FORM:

By: Johanna Canlas

JOHANNA CANLAS
CITY ATTORNEY

Date: _____

CITY COUNCIL:

By: Mike Nichols

MIKE NICHOLS
MAYOR

Date: 10/03/2017

ATTEST:

By: Angela Ivey

ANGELA IVEY
CITY CLERK

Date: 10-3-2017



CITY:

By: Gregory Wade

GREGORY WADE
CITY MANAGER

Date: _____

APPENDIX B

SOLANA BEACH EMPLOYEES' ASSOCIATION
MISCELLANEOUS GROUP
SALARY SCHEDULE 3

Miscellaneous Employee Group Pay Structure Salary Schedule 3
Effective First Full Pay Period in July 2017

Pay Schedule	Grade	Job Classification	Hourly					Monthly				
			Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
MIS (MS)	44	Administrative Assistant I	\$ 15.39	\$ 16.16	\$ 16.97	\$ 17.81	\$ 18.70	\$ 2,667.21	\$ 2,800.57	\$ 2,940.60	\$ 3,087.63	\$ 3,242.01
MIS (MS)	63	Maintenance Worker I	\$ 18.59	\$ 19.52	\$ 20.50	\$ 21.52	\$ 22.60	\$ 3,222.26	\$ 3,383.40	\$ 3,552.57	\$ 3,730.19	\$ 3,916.70
MIS (MS)	64	Administrative Assistant II	\$ 18.78	\$ 19.72	\$ 20.70	\$ 21.74	\$ 22.82	\$ 3,254.51	\$ 3,417.23	\$ 3,588.09	\$ 3,767.50	\$ 3,955.87
MIS (MS)	75	Maintenance Worker II	\$ 20.95	\$ 22.00	\$ 23.10	\$ 24.25	\$ 25.46	\$ 3,630.95	\$ 3,812.50	\$ 4,003.12	\$ 4,203.28	\$ 4,413.44
MIS (MS)	84	Code Compliance Specialist	\$ 22.91	\$ 24.06	\$ 25.26	\$ 26.52	\$ 27.85	\$ 3,971.11	\$ 4,169.67	\$ 4,378.15	\$ 4,597.06	\$ 4,826.91
MIS (MS)	85	Junior Planner	\$ 23.14	\$ 24.30	\$ 25.51	\$ 26.79	\$ 28.13	\$ 4,010.83	\$ 4,211.37	\$ 4,421.94	\$ 4,643.03	\$ 4,875.16
MIS (MS)	86	Administrative Assistant III	\$ 23.37	\$ 24.54	\$ 25.77	\$ 27.06	\$ 28.41	\$ 4,050.93	\$ 4,253.48	\$ 4,466.16	\$ 4,689.46	\$ 4,923.94
MIS (MS)	89	Management Assistant	\$ 24.08	\$ 25.28	\$ 26.55	\$ 27.87	\$ 29.27	\$ 4,173.68	\$ 4,382.37	\$ 4,601.46	\$ 4,831.56	\$ 5,073.14
MIS (MS)	94	Code Compliance Officer	\$ 25.31	\$ 26.57	\$ 27.90	\$ 29.30	\$ 30.76	\$ 4,386.58	\$ 4,605.91	\$ 4,836.21	\$ 5,078.02	\$ 5,331.92
MIS (MS)	102A	Assistant Planner	\$ 27.61	\$ 28.95	\$ 30.44	\$ 31.96	\$ 33.56	\$ 4,785.66	\$ 5,024.95	\$ 5,276.19	\$ 5,540.00	\$ 5,817.00
MIS (MS)	103A	Senior Engineering Technician	\$ 27.86	\$ 29.25	\$ 30.72	\$ 32.25	\$ 33.87	\$ 4,829.20	\$ 5,070.66	\$ 5,324.20	\$ 5,590.41	\$ 5,869.93
MIS (MS)	106	Environmental Specialist	\$ 28.52	\$ 29.94	\$ 31.44	\$ 33.01	\$ 34.66	\$ 4,942.91	\$ 5,190.06	\$ 5,449.56	\$ 5,722.04	\$ 6,008.14
MIS (MS)	106A	Senior Code Compliance Officer	\$ 28.60	\$ 30.03	\$ 31.53	\$ 33.11	\$ 34.77	\$ 4,957.74	\$ 5,205.63	\$ 5,465.91	\$ 5,739.20	\$ 6,026.16
MIS (MS)	109	Public Works Inspector	\$ 29.38	\$ 30.85	\$ 32.39	\$ 34.01	\$ 35.71	\$ 5,092.68	\$ 5,347.32	\$ 5,614.68	\$ 5,895.42	\$ 6,190.19
MIS (MS)	115A	Associate Planner	\$ 31.24	\$ 32.80	\$ 34.44	\$ 36.16	\$ 37.97	\$ 5,414.10	\$ 5,684.80	\$ 5,969.04	\$ 6,267.49	\$ 6,580.87
MIS (MS)	118A	Assistant Civil Engineer	\$ 32.15	\$ 33.76	\$ 35.45	\$ 37.22	\$ 39.08	\$ 5,772.58	\$ 6,051.21	\$ 6,343.77	\$ 6,650.96	\$ 6,973.50
MIS (MS)	134A	Associate Civil Engineer	\$ 37.72	\$ 39.60	\$ 41.58	\$ 43.66	\$ 45.85	\$ 6,537.55	\$ 6,864.43	\$ 7,207.65	\$ 7,568.03	\$ 7,946.44

Miscellaneous Employee Group Pay Structure Salary Schedule 3
Effective First Full Pay Period in July 2018

Pay Schedule	Grade	Job Classification	Hourly					Monthly				
			Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
MIS (MS)	44	Administrative Assistant I	\$ 15.77	\$ 16.56	\$ 17.39	\$ 18.26	\$ 19.17	\$ 2,733.89	\$ 2,870.59	\$ 3,014.12	\$ 3,164.82	\$ 3,323.06
MIS (MS)	63	Maintenance Worker I	\$ 19.06	\$ 20.01	\$ 21.01	\$ 22.06	\$ 23.16	\$ 3,302.84	\$ 3,467.98	\$ 3,641.38	\$ 3,823.45	\$ 4,014.62
MIS (MS)	64	Administrative Assistant II	\$ 19.25	\$ 20.21	\$ 21.22	\$ 22.28	\$ 23.39	\$ 3,335.87	\$ 3,502.66	\$ 3,677.79	\$ 3,861.68	\$ 4,054.77
MIS (MS)	75	Maintenance Worker II	\$ 21.47	\$ 22.55	\$ 23.67	\$ 24.86	\$ 26.10	\$ 3,721.72	\$ 3,907.81	\$ 4,103.20	\$ 4,309.36	\$ 4,523.78
MIS (MS)	84	Code Compliance Specialist	\$ 23.48	\$ 24.66	\$ 25.89	\$ 27.19	\$ 28.54	\$ 4,070.39	\$ 4,273.91	\$ 4,487.61	\$ 4,711.99	\$ 4,947.59
MIS (MS)	85	Junior Planner	\$ 23.72	\$ 24.90	\$ 26.15	\$ 27.46	\$ 28.83	\$ 4,111.10	\$ 4,316.65	\$ 4,532.48	\$ 4,759.11	\$ 4,997.06
MIS (MS)	86	Administrative Assistant III	\$ 23.96	\$ 25.15	\$ 26.41	\$ 27.73	\$ 29.12	\$ 4,152.21	\$ 4,359.82	\$ 4,577.81	\$ 4,806.70	\$ 5,047.03
MIS (MS)	89	Lead Maintenance Worker	\$ 24.68	\$ 25.92	\$ 27.21	\$ 28.57	\$ 30.00	\$ 4,278.02	\$ 4,491.92	\$ 4,716.52	\$ 4,952.35	\$ 5,199.96
MIS (MS)	94	Code Compliance Officer	\$ 25.94	\$ 27.24	\$ 28.60	\$ 30.03	\$ 31.53	\$ 4,496.25	\$ 4,721.06	\$ 4,957.11	\$ 5,204.97	\$ 5,465.21
MIS (MS)	103A	Senior Engineering Technician	\$ 28.56	\$ 29.99	\$ 31.49	\$ 33.06	\$ 34.71	\$ 4,949.93	\$ 5,197.43	\$ 5,457.30	\$ 5,730.17	\$ 6,016.67
MIS (MS)	103B	Assistant Planner	\$ 28.80	\$ 30.24	\$ 31.75	\$ 33.34	\$ 35.00	\$ 4,987.06	\$ 5,236.41	\$ 5,498.23	\$ 5,773.14	\$ 6,061.80
MIS (MS)	106	Environmental Specialist	\$ 29.23	\$ 30.69	\$ 32.23	\$ 33.84	\$ 35.53	\$ 5,066.48	\$ 5,319.91	\$ 5,585.80	\$ 5,865.06	\$ 6,158.34
MIS (MS)	106A	Senior Code Compliance Officer	\$ 29.32	\$ 30.78	\$ 32.32	\$ 33.94	\$ 35.64	\$ 5,081.68	\$ 5,335.77	\$ 5,602.55	\$ 5,882.68	\$ 6,176.82
MIS (MS)	109	Public Works Inspector	\$ 30.12	\$ 31.62	\$ 33.20	\$ 34.86	\$ 36.61	\$ 5,220.00	\$ 5,481.00	\$ 5,755.05	\$ 6,042.80	\$ 6,344.94
MIS (MS)	116A	Associate Planner	\$ 32.39	\$ 34.00	\$ 35.70	\$ 37.49	\$ 39.36	\$ 5,604.94	\$ 5,885.19	\$ 6,179.45	\$ 6,488.42	\$ 6,812.84
MIS (MS)	119A	Assistant Civil Engineer	\$ 33.30	\$ 34.97	\$ 36.71	\$ 38.55	\$ 40.48	\$ 5,769.01	\$ 6,057.46	\$ 6,360.34	\$ 6,679.35	\$ 7,012.27
MIS (MS)	137A	Associate Civil Engineer	\$ 39.87	\$ 41.87	\$ 43.96	\$ 46.16	\$ 48.46	\$ 6,904.04	\$ 7,249.24	\$ 7,611.70	\$ 7,992.29	\$ 8,391.90

Miscellaneous Employee Group Pay Structure Salary Schedule 3
Effective First Full Pay Period in July 2019

Pay Schedule	Grade	Job Classification	Hourly					Monthly				
			Step A	Step B	Step C	Step D	Step E	Step A	Step B	Step C	Step D	Step E
MIS (MS)	44	Administrative Assistant I	\$ 16.17	\$ 16.98	\$ 17.82	\$ 18.72	\$ 19.65	\$ 2,802.24	\$ 2,942.35	\$ 3,089.47	\$ 3,243.94	\$ 3,406.14
MIS (MS)	63	Maintenance Worker I	\$ 19.53	\$ 20.51	\$ 21.53	\$ 22.61	\$ 23.74	\$ 3,385.41	\$ 3,554.68	\$ 3,732.42	\$ 3,919.04	\$ 4,114.99
MIS (MS)	64	Administrative Assistant II	\$ 19.73	\$ 20.71	\$ 21.75	\$ 22.84	\$ 23.98	\$ 3,419.26	\$ 3,590.23	\$ 3,769.74	\$ 3,958.23	\$ 4,156.14
MIS (MS)	75	Maintenance Worker II	\$ 22.01	\$ 23.11	\$ 24.26	\$ 25.46	\$ 26.75	\$ 3,814.77	\$ 4,005.50	\$ 4,205.78	\$ 4,416.07	\$ 4,636.87
MIS (MS)	84	Code Compliance Specialist	\$ 24.07	\$ 25.27	\$ 26.54	\$ 27.86	\$ 29.26	\$ 4,172.15	\$ 4,380.76	\$ 4,599.80	\$ 4,829.79	\$ 5,071.26
MIS (MS)	85	Junior Planner	\$ 24.31	\$ 25.53	\$ 26.80	\$ 28.14	\$ 29.55	\$ 4,213.87	\$ 4,424.57	\$ 4,645.80	\$ 4,878.09	\$ 5,121.99
MIS (MS)	86	Administrative Assistant III	\$ 24.55	\$ 25.78	\$ 27.07	\$ 28.42	\$ 29.85	\$ 4,256.01	\$ 4,468.81	\$ 4,692.25	\$ 4,926.87	\$ 5,173.21
MIS (MS)	89	Lead Maintenance Worker	\$ 25.30	\$ 26.56	\$ 27.89	\$ 29.29	\$ 30.75	\$ 4,384.97	\$ 4,604.22	\$ 4,834.43	\$ 5,076.16	\$ 5,329.96
MIS (MS)	94	Code Compliance Officer	\$ 26.59	\$ 27.92	\$ 29.31	\$ 30.78	\$ 32.32	\$ 4,608.65	\$ 4,839.08	\$ 5,081.04	\$ 5,335.09	\$ 5,601.85
MIS (MS)	103A	Senior Engineering Technician	\$ 29.27	\$ 30.74	\$ 32.27	\$ 33.89	\$ 35.58	\$ 5,073.68	\$ 5,327.37	\$ 5,593.73	\$ 5,873.42	\$ 6,167.09
MIS (MS)	103B	Assistant Planner	\$ 29.52	\$ 30.99	\$ 32.54	\$ 34.17	\$ 35.88	\$ 5,111.73	\$ 5,367.32	\$ 5,635.69	\$ 5,917.47	\$ 6,213.34
MIS (MS)	106	Environmental Specialist	\$ 29.96	\$ 31.46	\$ 33.03	\$ 34.68	\$ 36.42	\$ 5,193.14	\$ 5,452.80	\$ 5,725.44	\$ 6,011.71	\$ 6,312.30
MIS (MS)	106A	Senior Code Compliance Officer	\$ 30.05	\$ 31.55	\$ 33.13	\$ 34.79	\$ 36.53	\$ 5,208.72	\$ 5,469.16	\$ 5,742.62	\$ 6,029.75	\$ 6,331.24
MIS (MS)	109	Public Works Inspector	\$ 30.87	\$ 32.41	\$ 34.03	\$ 35.73	\$ 37.52	\$ 5,350.50	\$ 5,619.03	\$ 5,898.93	\$ 6,193.87	\$ 6,503.57
MIS (MS)	116A	Associate Planner	\$ 33.19	\$ 34.85	\$ 36.60	\$ 38.43	\$ 40.35	\$ 5,745.07	\$ 6,032.32	\$ 6,333.94	\$ 6,650.63	\$ 6,983.16
MIS (MS)	119A	Assistant Civil Engineer	\$ 34.13	\$ 35.84	\$ 37.63	\$ 39.51	\$ 41.49	\$ 5,913.24	\$ 6,208.90	\$ 6,519.34	\$ 6,845.31	\$ 7,187.58
MIS (MS)	137A	Associate Civil Engineer	\$ 40.87	\$ 42.91	\$ 45.06	\$ 47.31	\$ 49.68	\$ 7,076.64	\$ 7,430.47	\$ 7,801.99	\$ 8,192.09	\$ 8,601.70