



CITY OF FAIRFIELD
&
FAIRFIELD
PART-TIME EMPLOYEES'
ASSOCIATION

July 01, 2022 - June 30, 2025

MEMORANDUM OF UNDERSTANDING



Table of Contents

		Page Number
1	Recognition	1
2	MOU Controlling	1
3	Term of Agreement	1
4	Management Rights	2
5	Compensation and Wages	2
	Wage Adjustments	2
	Wage Scale	2
	Merit Increase	2
	Bi-Lingual Pay	3
	Compensation Study	3
6	Differentials and Premium Pay	3
7	Probation, Accrued Hours, Merit & Performance Appraisals	6
	Probationary Period	6
	Accrued Hours	6
	Merit Date & Promotion/ Demotion/Flexible Staffing	7
	Performance Appraisal	7
8	Leave	7
	Vacation	8
	Compensatory Time Off	8
	Work Schedules	8
	Sick Leave Accrual and Use	8
	Bereavement Leave	9
	Union Business Time	10
9	Health/Life Insurance/Other Benefits	10
10	Uniform Allowance/Boot Reimbursement	10
	Uniforms	10
	Boot Reimbursement	11
	Tools & Tool Allowance	11
	Prescription Safety Glasses	11
11	Tuition Reimbursement	11
12	Certification/License Fee	11
13	Retirement/PERS	12
	Social Security	12
	Medicare	13
14	Light Duty	13
15	Grievance Procedure	14
	Definition of Grievance	14
	Purpose	14
	Exclusions from Grievance Procedure	14
	Steps In the Grievance Procedure	14
	General Provisions	15

16	Weingarten Rights	16
17	Discipline Procedures	16
	Written Reprimands	16
	Suspensions	16
	Suspensions/Demotions/Terminations	17
	Time Limitations	18
18	Layoffs	18
19	Seniority	19
20	Transfer & Promotion	19
21	Miscellaneous Items	19
	Union Access to employee orientation	19
	Payroll Deduction and Pay Over	20
	Productivity	20
	Health and Safety	20
	Compliance with ADA	21
	Joint Labor Management Committee	21
22	Reasonable Suspicion Drug & Alcohol Testing	21
23	Severability Provision	21
24	Union Security	21
25	Signature Page	24

Appendix A: Schedule of FPTEA classifications
Appendix B: Schedule of FEA classifications

MEMORANDUM OF UNDERSTANDING

MEMORANDUM OF UNDERSTANDING REACHED BETWEEN THE REPRESENTATIVES OF THE CITY OF FAIRFIELD AND SEIU 1021 (FAIRFIELD PART TIME EMPLOYEES' ASSOCIATION)

ARTICLE 1. RECOGNITION

Whereas, the Service Employee's International Union, Local 1021(SEIU) represents Career Part-Time and Temporary Part-Time general employees and:

Whereas, the SEIU and the City have agreed the benefits set forth in this Memorandum of Understanding (MOU) shall apply to employees represented by the SEIU;

Now, therefore, the City of Fairfield and the SEIU agree to this MOU as follows:

- A. The City hereby recognizes SEIU, Local 1021 CTW, CLC as the exclusive bargaining agent and representative of City employees represented in the Fairfield Part Time Employee's Association (FPTEA) bargaining unit.
- B. FPTEA consists of two distinct types of part-time worker as defined below:
 - Career Part-Time: Employees who work a total of 2,340 hours.
 - Temporary Part-Time: Employees who have not worked 2340 hours.

PERS annuitants are not covered by this MOU. FPTEA represents classifications specifically included on Appendix A and Appendix B when utilized on a part time basis.

- C. No Discrimination: In the administration of this Agreement, no person covered by this MOU shall be discriminated against because of race, national origin, religion, sex sexual orientation, disability, age marital status or on the basis of membership or non-membership in the Union, or participation in the activities of the Union.

ARTICLE 2. MOU CONTROLLING

The City's Employee Relations Resolution shall govern City employment, unless the MOU conflicts, in which case the MOU shall control. All City management employees will be provided a copy of this MOU, with instructions that the MOU should be reviewed and followed for all FPTEA bargaining unit employees, except where a specific section states that this MOU only applies to a certain specific group of FPTEA bargaining unit employees.

ARTICLE 3. TERM OF AGREEMENT

- A. The term of this Agreement shall be from July 1, 2022 through June 30, 2025.
- B. Modification of Agreement: Either party may serve written notice to the other not later than ninety (90) days prior to the expiration of this Agreement, of its desire to amend this Agreement.

ARTICLE 4. MANAGEMENT RIGHTS

The City shall retain the sole right and authority at its discretion to maintain the order and efficiency of the public service entrusted to it, and to operate and manage the affairs of the City government in all aspects, including, but not limited to, all rights and authority held by the City prior to the signing of this Agreement, except where abridged by a provision or provisions of this Agreement. The Union recognizes that the rights of the City through its Council and Management include, but are not limited to, the exclusive right to determine the mission of its constituent departments and commissions; set standards of service; determine the procedures and standards of selection for employment and promotion; direct its employees, take disciplinary action; relieve its employees from duty because of fiscal limitations, lack of work or for other legitimate reasons; maintain the efficiency of government operations, determine the methods, means and personnel by which government operations are to be conducted; determine the content of job classifications; take all necessary actions to carry out its mission in emergencies; and to exercise complete control and discretion over its organization and the technology of performing its work, including but not limited to, the creation and management of limited-term classifications.

ARTICLE 5. COMPENSATION/WAGES

A. Wage Adjustments:

- Effective the first full pay period in July 2022, the City will increase base wages for all represented classifications in the bargaining unit by 6.0%

- Effective the first full pay period in July 2023, the City will increase base wages for all represented classifications in the bargaining unit by 2.5%

- Effective the first full pay period in July 2024, the City will increase base wages for all represented classifications in the bargaining unit by 5.0%

B. Wage Scale:

Wage scales are attached as Appendix A and B.

1. The wage scale attached as Appendix A shall include all classifications covered under this MOU that are represented solely by FPTEA.

2. The wage scale attached as Appendix B shall include the classifications covered under this MOU that have full-time equivalents covered by FEA.

3. The Appendix B wage scale shall be adjusted accordingly upon the adjustment of the full-time equivalent of such classifications.

C. Merit Increase:

Merit increases are based on the full-time equivalent hours worked. Hours worked shall include the accumulation of all hours worked in multiple classifications when applicable.

(1) Employees Hired at Step 1

An employee who starts at Step 1 at their date of hire shall be eligible for a merit increase after 1040 hours worked. The employee will be eligible for future merit increases each additional 2080 hours worked thereafter until they have reached the top step.

Date of Hire	After 1040 Hours Worked	After 3120 Hours Worked	After 5200 Hours Worked	After 7280 Hours Worked
Step 1	Step 2	Step 3	Step 4	Step 5

(2) Employees Hired at Step 2 or Above

An employee who starts at Step 2 or above shall be eligible for a merit increase after 2080 hours worked and at each 2080 hours thereafter until they have reached the top step.

Example:

Date of Hire	After 2080 Hours Worked	After 4,160 Hours Worked	After 6240 Hours Worked
Step 2	Step 3	Step 4	Step 5

D. Bi-Lingual Differential Pay:

Each employee who meets the City’s certification and eligibility requirements shall receive a 5% differential in pay for each hour worked following certification. Employees should not be requested to use bilingual skills prior to being certified. In the event there is a request for an employee to use bilingual skills prior to certification, the employee shall be compensated as described in this section. Such request shall only be made by the employee’s Supervisor or Manager. The City will choose the languages qualifying for bilingual pay. Department Heads will designate the positions eligible for bi-lingual pay. Compensation shall occur only during pay periods when an employee has hours worked.

E. Compensation Study

The City agrees to conduct a third-party compensation study for all FPTEA classifications. The results of the equity study shall be implemented no later than the term of this agreement. Prior to conducting the compensation study, the parties agree to meet and negotiate on the definitions of total compensation, the consultant both parties use and agree on the benchmark classifications for which the study will be conducted. The Union agrees to pay for half of the study.

ARTICLE 6. DIFFERENTIALS AND PREMIUM PAY

The following language applies to classifications identified in Appendix B when utilized on a part-time basis.

A. Shift Differential:

Shifts Defined:

- Shifts starting at 4:00 am or later, but before 12:00 noon, are considered day shift.
- Shifts starting at 12:00 noon or later, but before 6:00 p.m., are considered swing shift.
- Shifts starting at 6:00 p.m., or later, but before 4:00 a.m., are considered grave shifts.

A shift is a work period consisting of a minimum of eight (8) consecutive hours.

The City will pay a shift differential of 2.5% of salary to FPTEA employees in Dispatcher, Lead Dispatcher, and Water Plant Operator I, II, III and Senior Water Plant Operator and Custodian classifications, who perform shift work that includes swing or graveyard.

The Records Assistant I & II will receive a 5% shift differential. Shift differentials shall be included as part of gross pay for purposes of computing overtime.

Base salary, excluding shift differential, will be used for market surveys and internal alignments.

The City will provide a 2.5% shift differential for Community Service Officers and Equipment Mechanics who are working a swing or grave shift as defined in paragraph D above.

Base salary, excluding shift differential, will be used for market surveys and internal alignments

- B. Certification Premium Pay: Effective the first full pay period in January 2009, the City will compensate employees \$100 per month who are required by the City to have and maintain the following certifications: Certified Playground Inspector and Qualified Applicator Certificate.
- C. Dispatcher Training Pay: The City will provide a 2.5% differential for those Dispatchers who are assigned to provide training to new employees under the Department training program. Employees shall only receive the differential for those pay periods where the majority of their shifts are assigned for training.
- D. Dispatcher Proficiency Bonus: Dispatchers who have been at the top step in their pay scale for at least one year and who have all eligibility requirements will receive a lump sum proficiency bonus equal to 5% of salary at top step. Eligibility certification exams are conducted twice a year. The certification period is for a period of three years and begins accruing the first of the month following the dispatcher's completion of six months at top step.

The bonus, accrued on monthly basis, will be paid the on the first pay date in December (covering the period of December 1 of the previous year to November 30 of the current year). Lead dispatchers do not receive a bonus pursuant to this provision.

- E. Multi Class Pay: Employees may be assigned to work in more than one classification. When such assignment is made, employees shall be compensated for the hours worked in each classification at the hourly rate designated for each classification.
- F. Standby/Callback: Employees assigned to work in groups which operate in a 24/7/365 working environment or in situations deemed appropriate by a department head shall be included for participation in callout/standby.

In the event the department/division has the need for employees to be available for standby work, the employer shall establish a standby list. The employer shall first ask volunteers who wish to be placed on the standby list. In the event there are not an adequate number of volunteers, the employer shall assign all employees in the affected work group to be placed on the standby list. A standby rotation list shall be established to ensure equitable distribution of shifts. All employees scheduled to work standby shall be compensated as identified in the following paragraphs.

1. Those employees scheduled for normal standby outside of City days of operation will be compensated for six (6) hours of either straight time pay or straight time compensatory time off for all non-scheduled workdays employees are scheduled for standby.
2. Those employees scheduled for midweek holiday standby (those holidays falling Tuesday, Wednesday or Thursday) will be compensated for six (6) hours per holiday at straight time pay or straight time compensatory time off.
3. When an employee who is on regularly scheduled standby (weekend or holiday) is called out for duty, the employee will be compensated at the overtime rate to the closest quarter of an hour. Round trip travel time from and to the employee's home will be considered compensable time. If the time between the start of the callout and the release from the callout is less than one hour, the employee will receive one hour of overtime compensation. Multiple callouts in the same time period shall be paid straight through from the start of the initial callout through the last callout when the employee is released. In such instances, there shall not be multiple one hour minimums.
4. When an employee who is not on regularly scheduled standby is called out for duty, the employee will be compensated at the overtime rate to the closest quarter of an hour. Round trip travel time from and to the employee's home will be considered compensable time. If the time between the start of the callout and the release from the callout is less than four hours, the employee will receive four hours of the overtime compensation. After the initial four hour call out period, for subsequent call outs, employees shall receive two hours of overtime compensation. Multiple callouts in a callout period shall be paid straight through from the start of the initial callout through the last callout within the same callout period.
5. Employees in the Water Distribution/Sewer Division of Public Works who are on voluntary standby from Monday through Thursday will be compensated at the overtime rate to the closest quarter of an hour when they are called out for duty. Round trip travel time from and to the employee's home will be considered compensable time for employees who live within the required radius, the radius is 35 minutes driving time to the worksite. If the time between the start of the callout and the release from the callout is less than four hours, the employee will receive four hours of overtime compensation. Such employees on voluntary standby have the ability to trade coverage with another employee on the voluntary standby list. Employees who do not wish to work on the night they signed up for voluntary standby have the ability to talk with their supervisor in advance of a proposed change and request relief for that night or nights. Employees may also request from their supervisor to be removed from the voluntary standby list. After the initial four hour call out period, for subsequent call outs, employees shall receive two hours of overtime compensation.
6. Employees, including shift operators called back to work who have to work in excess of four (4) hours after midnight may arrive at work past their normal starting time that same day by one-half (1/2) the amount of time they worked past midnight. One-half (1/2) the amount of time is calculated at straight time, e.g., if an employee worked from midnight to 4 am, the employee may arrive at work two (2) hours past his or her normal starting time that day. If

the employee wishes to take additional time off on the same day, the employee shall use accrued leave, (i.e., compensatory or vacation leave.)

ARTICLE 7. PROBATION, ACCRUED HOURS, MERIT & PERFORMANCE APPRAISALS

- A. Probationary Period: All employees represented in this bargaining unit shall serve a probationary period of 1800 hours or 2 years, whichever comes first. There are no appeal rights for an employee released from probation during his/her probationary period.

- B. Accrued Hours: The City shall maintain an accurate accounting of each part time employees accrual of hours, both on a fiscal year basis and ongoing. Such hours shall be maintained for the purposes of merit increases, conversion from Temporary Part-Time to Career Part-Time, and to track the total number of hours an employee may have worked at any time during the fiscal year. The annual hours worked and the total hours worked shall be provided to employees upon request of the employee's supervisor and/or the designated "Timekeeper". The City will provide such accounting to the Union and/or the individual employee upon request.

It is not the intent of the City to schedule any part time worker more than 1000 hours per fiscal year. It is acknowledged that the "reset" date for the annual accrual of hours changes each year. Generally, the "reset" date is the first day of the 14th pay period, which takes place in June of each year. Employees may inquire with the Finance Department for the exact date. The City shall identify the date on the City Payroll Calendar each year and make the calendar available to employees upon request of the supervisor and/or designated "Timekeeper".

C. Merit Date & Promotion/Demotion/Flexible Staffing:

- 1. Merit Date: For classifications with step increases, the annual review date will correspond with the effective date of the appointment, promotion, or demotion. The calculation of an employee's merit date is based on a full-time equivalent position (2080 hours annually). Classifications assigned a flat rate will not receive an increase in pay based on hours. Their hourly rate will increase based on the salary schedule in Appendix A.

- 2. Promotion: Upon promotion the employee will receive the salary step of the new classification closest to 5% without going under 5%.

A promotion is defined as moving from one classification to another classification where the top step salary of the new classification exceeds the top step salary of the previous classification.

- 3. Demotion: Upon demotion, the employee will go to the same step as they had in their previous classification prior to the promotion. Employees who are being demoted and have not held a previous classification with the City will be placed at the same step in the new classification as that held in the previous classification.

A demotion is defined as moving from one classification to another where the top step salary of the new classification is less than the top step salary of the previous classification.

4. Flexible Staffing: An employee who moves from a I to a II position, will receive the salary step of the new classification closest to 5% without going under 5%.

A flexibly staffed position is defined by a classification series that contains a I and II. For example Recreation Specialist I and Recreation Specialist II. Employees move from a I to a II designation upon completing the minimum qualifications of the II classification and upon recommendation of management.

- D. Performance Appraisal: Performance evaluations may be conducted at the time a merit increase is due. Employees shall have the right to review their performance evaluation with the evaluating supervisor, and the employee may submit a written response to accompany the evaluation in the employee's personnel file. Employees not eligible for merit step increases may receive performance appraisals annually.

If the performance evaluation has not taken place within thirty (30) days of the anniversary date, the employee will receive their step increase, if eligible, retroactive to their merit anniversary date. The granting of the merit increase under this paragraph does not assume the employee is rated as satisfactory for the rating period.

- E. Inactive Employees: Any employee on the payroll who has not worked in 12 consecutive months will be removed from the City payroll system and will no longer be considered a City employee.

ARTICLE 8. LEAVE

A. Vacation:

Career part-time employees shall accrue vacation leave at the rate of 0.0577 hours per hour worked. This rate is equivalent to three (3) weeks per year for full-time employees working 35 hours per week. For an employee averaging fifteen (15) hours per week the rate would result in 45 hours annual vacation.

Career Part-time employees may cash out up to 32 hours of their accrued vacation balance in the months of May and/or November each year; provided, the total cash out may not exceed 32 hours in any calendar year. Additionally, employees exercising their option to cash out must maintain a minimum balance of 32 hours of vacation after the cash out.

1. Requests for vacation shall not be unreasonably denied.
2. Upon separation from the City, employees shall be paid for any unused vacation credit.

B. Compensatory Time Off/Overtime:

Depending on the work schedule, employees will be eligible for overtime for all hours worked over eight in a day, or forty in a workweek; provided, however, that employees on approved flex time schedules (including 9/80, 4/10 or other scheduled shifts) will not be eligible for overtime unless they work in excess of forty (40) hours in a designated workweek. Entitlement to overtime shall be based on hours actually worked.

For part time employees who work a flexible schedule, overtime will also be earned if required to work seven (7) consecutive days, and work at least 25 hours within the first 6 consecutive

days. Any time worked on the 7th day will be paid at 1.5 of their hourly rate. Pre-approval by a supervisor is required for all employee to self-schedule work through the automated time keeping system that would exceed either 40 hours in a week or that results in work on the consecutive 7th day.

At the discretion of the City, FPTEA agrees that all other overtime compensation may be paid as compensatory time off (CTO) or in pay, at the rate of 1.5x hours per each hour of overtime actually worked. Employees desiring to use accrued CTO must request use of CTO as far as reasonably possible before the date time off is requested.

All employees covered by this MOU will be able to accrue up to 100 hours of comp time.

Employees with one (1) or more year of service in the City of Fairfield may cash out up to 25% of their existing CTO balances in the months of May and November.

Shift Extension: Hours worked as an extension of a scheduled work shift or on a City-observed holiday will be paid out at the 1.5x factor, calculated to the closest quarter of an hour.

C. Work Schedules:

Part Time classifications in Appendix A are flexibly scheduled to support the business needs of the department. Part Time employees shall work hours as assigned by the department based on availability.

Part time classifications in Appendix B may be on a fixed schedule, alternative schedule or may be flexibly scheduled to support the business needs of the department.

Work periods: In the Parks and Recreation Department the work period is defined as Friday midnight to Thursday at 11:59 p.m. In all other departments where a part time employee may be utilized, the work period is Friday noon to Friday 11:59 a.m. For employees on a 9/80 alternate schedule, the 40 hour work week concludes 4 hours after the beginning of their shift on the 5th day of week one.

Lunch Periods: Unless otherwise determined by the department, each workday of five hours or more shall include a lunch period of not less than thirty (30) minutes to be taken approximately mid-point during the workday. The lunch period may be scheduled by the department. The lunch period shall not be considered hours of work except at work sites where the employee continues to work during the lunch period; or where the employee is not allowed to leave the job site.

Rest Periods: Each employee shall be entitled to take one fifteen (15) minute rest period for each (4) hours of work performed by such employee in a workday. Rest periods may not be combined with lunch periods; nor may they be moved to the beginning or ending of the workday. Rest periods may be scheduled by the department and time taken shall be counted as time worked.

D. Sick Leave Accrual and Use:

1. Career part-time employees: shall accrue sick leave at an hourly accrual rate equivalent to the hourly accrual rate for general employees. This rate is 0.0462 hours per hour worked.

Employees are eligible to use sick leave as it is accrued. There shall be no limit on the amount of accumulated sick leave. Sick leave shall be allowed and used solely for cases of actual person sickness or disability medical or dental treatment, or as authorized for other necessary health reasons and may be used by the employee for attendance upon a member of his/her immediate family who is seriously ill and requires care and attention by the employee, or for medical/dental appointments.

2. Temporary Part-time employees: are entitled to 24 hours of paid sick leave annually. Upon hire, the employee shall be granted 24 hours of sick leave, however, an employee must be employed for 3 calendar months before being eligible to use this leave. An additional 24 hours of leave shall be granted on every July 1 thereafter. Any balance not used by June 30 of each year shall not be carried over.

For purposes of this section immediate family is defined as mother, father, step-mother, step-father, mother-in-law, father-in-law, spouse, domestic partner, son, daughter, brother, sister, foster parent, foster child, step child and child for whom the employee is the legal guardian, grandchild, or grandparents. Employees are not required to divulge their illness to their supervisor; however, the employee may be required to provide supporting information or documentation pursuant to the City's sick leave policy. The supervisor does have the authority to ask if the employee is contagious, and if so, direct the employee to remain at home until the employees' physician has cleared them to return to work.

Departments have the ability to develop and implement sick leave call in procedures which coincide with business necessity.

3. Sick leave Cash Out: Career part-time employees are eligible to cash out twenty-five (25%) of unused sick leave accrued during the twelve (12) months from the end of each November at the employee option. Employees are eligible for compensation of accumulated sick leave upon retirement, or termination after fifteen (15) years at a base rate of thirty percent (30%). For each year thereafter, the base figure increases 2 percent (2%) each year until a maximum of forty percent (40%) is reached.
 4. If the employee dies due to a duty-related injury, his/her beneficiary shall be entitled to reimbursement of one-hundred (100) percent of accumulated unused sick leave.
- E. Bereavement Leave: Department Heads may grant Career Part-Time employees up to a maximum of 24 hours within four weeks of bereavement leave in the event of a death or serious traumatic injury or illness in the employee's immediate family. The City Manager may grant up to a total of 48 hours within the same four weeks of bereavement leave. Immediate family is defined as mother, father, step-mother, step-father, mother-in-law, father-in-law, spouse, domestic partner, son, daughter, brother, sister, foster parent, foster child, step child and child for whom the employee is the legal guardian, grandchild, or grandparents. Exceptions will be considered by the City Manager. Additionally, bereavement leave will not be deducted from sick leave and does not accrue to any employee as vested leave.

A "serious traumatic injury or illness" is defined as a sudden and unexpected event which requires prompt and immediate attention from the employee without delay. It may also include attending to the need of an immediate family member who is expected to die in the immediate

future. Bereavement leave shall be taken immediately in conjunction with the event of death or serious traumatic injury or illness.

- F. Union Business Time: The City and the Union agree that the number of FPTEA members who can participate in negotiations is greater than two (2). The number of FPTEA members will be agreed upon in advance of commencing bargaining between the Municipal Employee Relations Officer and FPTEA. In no event, will the number of FPTEA members be greater than five (5) employee members, or as mutually agreed upon between the Municipal Employee Relations Officer and FPTEA. Employees shall be responsible for reporting back to work promptly after the conclusion of any formal meet and confer sessions.

The City may grant requests for paid time for members to attend training and union business during members' normally assigned work hours, e.g., FPTEA board meetings and annual FPTEA board training sessions. Requests will be made by the President of FPTEA (or designate) to the City Manager (or designate). The City Manager shall base the decision on the operational needs of the City. On a case-by-case basis, the City may provide release time to attend union functions other than board meetings and board training sessions. The employee and an FPTEA officer shall certify the employees' attendance at the meeting(s) in question for the approved time. FPTEA shall be permitted to hold a maximum of one (1) general membership meeting annually on City time and City property. Such meetings shall be no longer than one (1) hour in duration. Any additional meetings are subject to approval by the City Manager.

The City shall waive rental and set up fees for FPTEA membership meetings.

The City will allow SEIU access to work locations and use of City facilities in accordance with Resolution No. 2001-185.

ARTICLE 9. HEALTH/LIFE INSURANCE/OTHER BENEFITS

- A. Deferred Compensation: Career part-time employees are entitled to participate in the City's employee deferred compensation program with no City contribution.

ARTICLE 10. UNIFORM ALLOWANCE/BOOT REIMBURSEMENT

Reimbursement amounts shall be adjusted accordingly upon the adjustment of the reimbursement amounts of the FEA chapter.

- A. Uniforms: The City will provide required clothing (i.e. uniform shirts, smocks, coveralls, etc.) to all employees required to wear such clothing. Exceptions to this shall be for the specific classifications listed below. Employees in such classifications shall be reimbursed for the purchase of required clothing. . Cleaning or laundering of the uniforms or coveralls will be the responsibility of the employee. Departmental procedures regarding standards for upkeep and presentability, damage at work, replacement, and so forth, will govern uniform use.

Classifications and amounts paid annually are as follows:

Code Enforcement Off.	\$875
Community Services Off.	\$875
Dispatcher:	\$875
Lead Dispatcher:	\$875

Park Ranger	\$875
Crime Prevention Spec.	\$875
Fire Inspector I/II/III:	\$425
Fire Prevention Spec.	\$425
Fire Department clerical (includes Office Specialist Office Assistant Classifications working full-time in the Fire Department)	\$325

Subject to the discretion of the Department Head or designee, employees receiving a uniform allowance shall be required to wear their uniform while at work.

Payment for the uniform allowance will be made in two equal payments, which shall be issued the first pay date in June and the first pay date in December to each affected employee who has completed six (6) months of continuous service in an eligible assignment prior to the payment date. For those who have less than six (6) months of continuous service prior to the date of issuance, the allowance shall be pro-rated.

- B Boot Reimbursement: For employees required to wear boots, the City shall reimburse employees up to \$250 annually, provided the boots meet the following requirements: oil resistant soles, leather uppers, and ankle height or above. Receipts are required. Meter Readers will also receive a boot/shoe reimbursement of \$250 annually. Reimbursements will be paid by a separate check and are not subject to payroll taxes.
- C Tools and Tool Allowance: The City will pay for reasonable replacement or repair of personal tools damaged at the work place in the normal course of business where such damage is not covered by tool warranties.

Eligible employees will receive an annual tool allowance of \$400, on the first pay date in June. Only those employees in the following classifications shall be entitled to such an allowance:

Equipment Mechanic I	Equipment Service Worker I
Equipment Mechanic II	Equipment Service Worker II
Senior Equipment Mechanic	Fire Equipment Mechanic II

- D Prescription Safety Glasses: For employees required to wear safety glasses, the City shall reimburse employees up to \$300 every two years for prescription safety glasses. Receipts are required. Reimbursements will be paid by separate check and are not subject to payroll taxes.

ARTICLE 11. TUITION REIMBURSEMENT

For Career Part-Time employees, the Annual tuition reimbursement per calendar year shall be \$6,000. The City will provide a tuition and books reimbursement program for educational activities which are approved in advance by the Department Head, subject to reimbursement guidelines established by the City's Director of Human Resources.

ARTICLE 12. CERTIFICATION/LICENSE FEE

Employees who are required by the City as a condition of employment or continued employment to obtain state certification or licensing in the field in which they are employed by the City shall be reimbursed by the City for the actual cost of such certificate or license.

ARTICLE 13. RETIREMENT/PERS

- A. Part-time employees who work or have worked 1000 hours in a fiscal year will be required to participate in PERS. Employees will be enrolled in PERS upon the 1000th hour worked. The following benefits shall apply:

For employees hired prior to July 1, 2012, the City's contract with the Public Employees' Retirement System (PERS) shall provide for the following benefits:

- 2.7% @ 55 retirement plan (21354.5)
- Death benefits – Basic Level (21532)
- 1959 survivor's benefit (Level IV) (21574)
- Continuation of Pre-Retirement Death Benefits After Remarriage of Survivor (21551)
- Industrial Disability Retirement for Miscellaneous Members (21151)
- PERS unused sick leave credit option (20965)
- Single highest year coverage (20042)
- Military service credit as public service (21024)
- Employee Sharing Cost of Additional Benefits (20516)

Employees hired on or after July 1, 2012 shall be enrolled in the City's second tier plan with the following benefits:

- 2.5% @ 55 retirement plan (21354.5)
- Death benefits – Basic Level (21532)
- 1959 survivor's benefit (Level IV) (21574)
- Continuation of Pre-Retirement Death Benefits After Remarriage of Survivor (21551)
- Industrial Disability Retirement for Miscellaneous Members (21151)
- PERS unused sick leave credit option (20965)
- Three year average (20042)
- Military service credit as public service (21024)
- Employee Sharing Cost of Additional Benefits (20516)

Effective January 1, 2013 employees who are enrolled in PERS and are for purposes of PERS considered new employees as defined by PERL are eligible for 2%@62 with a three year average for final compensation. Employees in this group will pay 50% of the normal cost as determined by PERS.

The employee contribution rate of 10.5% is paid by the employee.

Employee contributions will be paid pre-tax under IRS section 414 (h) (2).

- B. Social Security: The section shall not apply to employees who are enrolled into PERS. Employees will be enrolled into the PARS plan with an employee mandatory deduction of 6.2% and employer contribution of 1.3%.

Each employee who has reached Career Part Time status as of January 1, 2016 shall be enrolled in Social Security. Any employee who becomes Career Part Time after January 1, 2016 will remain in the PARS program and will not be subject to Social Security. Contributions to Social Security shall be made by the City and the employee, per federal law. Effective January 1, 2016, the PARS plan for those enrolled in Social Security shall be

discontinued and employee monies shall remain on deposit with PARS until the employee leaves City employment.

- C. Medicare: All employees hired on or after April 1, 1986 shall contribute a portion of their gross salary (1.45%) for Medicare coverage as determined by federal regulations.

ARTICLE 14. LIGHT DUTY

Light duty may be provided for employees who are unable to work due to injury or illness from either industrial or non-industrial causation. Further, workers' compensation law and disability plans provide that an employee is not entitled to temporary disability benefits if suitable light duty work is available. The basic principles are as follows:

- The employee is temporarily not able to resume full duty, but is capable of performing some work duties.
- The employer may develop a light duty work assignment commensurate with the employee's temporary work restriction.
- If the employer is unable to offer light duty work, the employee is entitled to continued temporary disability benefits until the employee is able to resume normal duties, or is permanent and stationary, whichever is earlier.
- If the employee declines suitable light duty work, the employee is no longer entitled to temporary disability benefits.

It is the City's policy to temporarily provide light or modified duty work assignments, when possible, and in accordance with the MOU's, to all injured employees until they can return to full work status. However, the City is under no obligation to provide light or modified duty if there is none available.

A physician may return an injured employee to duty with work restrictions prior to releasing the employee to his/her regular full work duties. It is important that the treating physician understand the physical job demands of the injured worker in order to prescribe the proper work restrictions. The City must communicate to the treating physician the essential functions of the job classification so that necessary work restrictions may be determined. Risk Management consults with the physicians to provide this information on an as needed basis.

A "light duty" assignment is made when an employee's work restriction (s) can be temporarily accommodated within his/her normal duties. A "modified duty" assignment is made when an employee's work restrictions(s) is considered to be permanent and their position duties are accommodated to allow for the work restriction.

Under this policy, Supervisors have the added responsibility to ensure that any and all work restrictions specified by the treating physician are rigidly adhered to and enforced during the period of light or modified duty assignment, and employees are required to adhere to the work restrictions. While on light or modified duty, employees will receive their regular rate of pay in most circumstances.

Light and/or modified duty assignments shall be considered flexible and adaptable to meeting the particular needs of both the disabled employee and the department. This may include assignments of less than eight (8) hours a day, frequent breaks, the use of modified work stations, and so forth. Each

situation will be evaluated on an as-needed basis. The assignment of a light or modified duty position shall not be considered a permanent job placement.

If an employee is released by his or her treating physician to light or modified duty, Risk Management follows up with the department to determine whether the employee can be returned to work in a light duty mode. If the department does not have a light or modified duty assignment for the employee, the employee receives temporary disability payments for industrial injury or illness, and may be eligible for short term disability benefits for non-industrial injury. The City may assign employees to light duty work in other departments or divisions provided that the work duties are appropriate for the skills of the employee and the work restrictions.

ARTICLE 15. GRIEVANCE PROCEDURE

- A. Definition of Grievance: A grievance is defined as an allegation by the Union or an individual covered by the Memorandum of Understanding (MOU) that the City has violated: (a) an express term of the MOU; (b) a written personnel rule or regulation in the City; or (c) an established City policy governing personnel practices or working conditions.
- B. Purpose: The purpose of this grievance procedure is to ensure an orderly method whereby employee complaints are considered and resolved rapidly and fairly.
- C. Exclusions from Grievance Procedure: Disciplinary actions (including without limitation dismissals, reprimands, suspensions, demotions or disputes concerning pay increases), performance appraisals and layoffs are not subject to the grievance procedure.
- D. Steps in the Grievance Procedure: It is the intent of the parties to deal with and settle grievances informally, promptly and fairly, and at the nearest practical organizational level. In any instance of grievance, the employee or employees concerned shall first make efforts to resolve such grievance informally with their immediate supervisor within twenty (20) calendar days following the occurrence of the events on which the grievance is based.

First Step: If a mutually satisfactory solution of a grievance is not reached after informal discussion with the immediate supervisor, then the aggrieved party shall submit a formal written grievance with their manager within five (5) working days. The manager must submit a written response within five (5) working days.

Second Step: If the grievant is not satisfied with the manager's response, the grievant may advance the grievance to the Department Head within five (5) working days after receiving the manager's response. The Department Head shall consider the matter and submit a written response within five (5) working days after receiving the grievance. The decision of the Department Head may not be appealed and shall be the final step for Temporary Part-Time employees.

Third Step: Career Part-Time Employees If the grievant is not satisfied with Department Head's response, the grievant may advance the grievance to a Tripartite Adjustment Board with written notice to the Employee Relations Manager within five (5) working days after receiving the Department Head's response. The grievant may choose to skip this step and advance the grievance directly to the City Manager at Step 4.

The Adjustment Board will consist of one (1) mediator from and selected by the California State Mediation and Conciliation Service (CSMCS), one (1) Union appointed representative and one (1) representative appointed by the City. The mediator from CSMCS shall serve as the chair of the Board. In lieu of selection by CSMCS, the parties may mutually agree to a specific mediator. The mutually incurred costs of the mediation, if any, shall be shared equally by the parties.

The parties shall present their position to the panel including documentation and witnesses which may be relevant to the grievance. The parties may cross examine the witnesses. The panel may ask questions of the witnesses, the grievant and the representatives of each party. The Board may undertake mediation if agreed to by both parties.

Upon conclusion of the presentations, the Adjustment Board will recess to discuss the grievance. Upon reconvening, the mediator will advise the parties of the panel's recommendation and whether the decision was unanimous.

The mediator shall provide a written recommendation to both parties which shall be advisory only. The Adjustment Board shall not issue any public statement of fact or opinion on the matter in question nor shall their recommendation be made public.

Fourth Step: If the grievant is not satisfied with Step 3, the grievant may advance the grievance to the City Manager within five (5) working days after receiving the Step 3 response. The City Manager (or designate) shall consider the matter, may hold a hearing in his/her discretion and submit a written response within ten (10) working days after receiving the grievance. The decision of the City Manager shall be final.

- E. General Provisions: As used in this section, working day shall refer to the working day of the party involved (employee, Manager, Department Head, City Manager and/or their designees), depending upon whose response or action is pending.
1. Requirements for Written Grievances: Grievances must contain the following information in order to be considered: (a) the grievant's name and classification; (b) a list of those specific policies or MOU provisions alleged to have been violated; (c) a statement of the facts and circumstances supporting the grievance; (d) a description of all relief requested; and, (e) the address where the grievant wishes grievances to be postmarked.
 2. Receipt of Grievance: A grievance shall be considered "received" within five (5) days of being postmarked to the address specified by the grievant, or upon hand delivery to the designated party, or upon date and time sent by electronic mail.
 3. Time Limitations: If a grievant fails to advance the grievance to the next step, as specified in this procedure, the grievance shall be considered withdrawn. If the City fails to respond within the time specified in this procedure, the grievance shall be considered advanced to the next step. Notwithstanding any provision in this section, any time limit or stage of procedure specified in this section may be waived or modified upon the written consent of all parties involved.

4. **No Work Disruption:** During the determination of a grievance herein, there shall be no interruption of scheduled work relating to the grievance. Whenever reasonably feasible, grievances shall be handled during the regularly scheduled working day hours of the parties involved, and at a mutually convenient time for all affected persons.
5. **Advancement:** With the written consent of the Department Head or City Manager, grievances may be submitted directly at Step 3 or above.
6. **Other Rights:** This grievance procedure is without prejudice to any existing independent legal rights of FPTEA regarding contract enforcement.
7. **No Retaliation:** No party shall retaliate against any grievant, party or witness for exercising rights under this grievance procedure.

ARTICLE 16. WEINGARTEN RIGHTS

When a City employee is subjected to an investigative interview, and the employee reasonably believes that the interview could lead to disciplinary action, the employee is entitled to a union representative.

ARTICLE 17. DISCIPLINE PROCEDURE

As used in this section, working day shall refer to the working day of the party involved (employee, supervisor, Division Head, Department Head, City Manager and/or their designees), depending upon whose response or action is pending. Wherever possible, supervisors will handle disciplinary matters in a confidential, professional and respectful manner.

- A. **Written reprimands:** Written reprimands are not appealable. When issuing a written reprimand to an employee, copies will also be provided to the Department Head and the Director of Human Resources. The employee will receive two (2) copies of the reprimand, one for the employee and one for SEIU. It is the employee's responsibility to provide a copy to SEIU, if the employee wishes to do so. An employee who receives a written reprimand will have the option to submit a response to the Human Resources Department (and the Department Head) within 30 calendar days of receiving the written reprimand. The employee's response will be placed in his or her official Personnel File.
- B. **Suspensions Three Days or Less:** For suspensions of three (3) days or less, steps 1-6 shall be followed:
 1. The manager may meet with an employee to discuss proposed discipline actions after notifying the employee in writing that such a meeting is being held for the purposes of ascertaining whether disciplinary action is appropriate.
 2. Throughout the disciplinary process, the employee shall be provided copies of all documents that are provided to all appellate bodies and used in justification of the disciplinary action being recommended. When a Notice of Intent to Discipline is issued to an employee, names of all witnesses to alleged events shall be provided to the employee to whom the discipline is being imposed. After any meeting, or meeting held under paragraph B.1, the manager shall notify the employee of the proposed discipline action by written notice containing the following:
 - a. A description of the proposed action and its effective dates;

- b. A clear and concise statement of the reasons for such action, including the acts or omissions on which the disciplinary action is based;
 - c. A statement advising the employee of the right to respond, either verbally or in writing, to the authority proposing the action prior to its effective date;
 - d. A statement that a copy of the materials upon which the action is based is attached or available for inspection upon request; and
 - e. A statement advising the employee of the method and right to appeal and the time within which the appeal must be made.
3. If the employee disagrees with the proposed disciplinary action, he or she shall within ten (10) working days of the written notice request a meeting with the manager recommending discipline to attempt to resolve the issue.
 4. The manager shall confirm the results of the meeting in a memorandum to the employee. If the employee disagrees with the results, the employee may submit the matter to the employee's Department Head for discussion within ten (10) working days from the date of the memorandum.
 5. Temporary part-Time Employees; The Department Head or designee shall meet with the employee within ten (10) working days from the date of the appeal. The Department Head shall issue his/her decision in writing within ten (10) working days of the meeting. Such decision shall be final.
 6. Career Part-Time Employees; The Department Head or designee shall meet with the employee within ten (10) working days from the date of the appeal. The Department Head shall issue his/her decision in writing within ten (10) working days of the meeting. If the employee disagrees with the decision, the employee may appeal the decision to the City Manager within ten (10) working days of the date of the written response from the Department Head. The City Manager or designee shall meet with the employee within ten (10) working days from the date of the appeal. The review at the City Manager's level is not a full evidentiary hearing. The City Manager or designee shall consider the matter, will hold a hearing in his/her discretion, and will submit a written response within ten (10) working days after the hearing is held. If a hearing is not held, the response shall be issued within ten (10) working days of receiving the appeal.
- C. Suspensions More than Three Days/Demotions/Terminations: For suspensions for more than three (3) days, demotions or terminations, Steps 1-6 under paragraph B. shall be followed with the additional steps below:
1. Temporary Part-Time Employees; An employee who has been suspended for more than three (3) days, demoted or terminated may appeal the decision to the Department Head within ten (10) working days of receiving the decision. The Department Head shall meet with the employee and the labor representative within ten (10) working days of receiving the appeal and shall issue a written decision concerning the appeal within ten (10) days of the meeting. Such decision shall be final.

Career Part-Time Employees; An employee who has been suspended for more than three (3) days, demoted or terminated may appeal the decision of the Department Head concerning

the action to the City Manager, within ten (10) working days of receiving the Department Head's decision. The City Manager shall appoint a hearing officer who shall conduct an administrative hearing. The City Manager or designee shall consult with the employee's representative prior to making the appointment. The hearing officer shall be a neutral party from outside the organization. Upon receipt of the appeal request received by the City Manager, the City Manager or designee shall have ten (10) working days to send a letter to State Mediation Service, or other mediation service, to request a list of arbitrators. Upon selection of an arbitrator, the City Manager or designee shall have ten (10) working days to send a letter to the mediation service notifying them of the arbitrator selected.

2. The fees and expenses of the hearing officer and court reporter shall be borne by the City. Other expenses shall be borne by the party incurring them and neither party shall be responsible for the expenses of witnesses called by the other;
3. A party requesting a transcript to the hearing shall bear the cost thereof;
4. The hearing officer shall hold a hearing and make a recommendation to the City Manager to sustain, modify, or reverse the disciplinary decision. A copy of the recommendation will be forwarded to the employee. The City Manager or designee will then issue a final decision within ten (10) working days of receiving the recommendation and may, but is not required, to accept the hearing officer's recommendation; and
5. This procedure does not constitute a waiver by the employee's representative of its right to request a review of the City's decision in a court of law pursuant to Code of Civil Procedure § 1094.5.

- D. Time Limitations: If an employee fails to advance the appeal to the next level, as specified in this procedure, the appeal shall be considered withdrawn. If the City fails to respond within the time specified in this procedure, the appeal shall be considered advanced to the next step. Notwithstanding any provision in this section, any time limit or stage of procedure may be waived or modified upon the written consent of the parties

ARTICLE 18. LAYOFFS

When the City deems it necessary to reduce costs by reducing hours and eliminating positions of part time employees, the City shall notify the Union at least 2 weeks prior to the implementation of such reductions. The Union shall have the opportunity to meet and discuss alternative and impact with the employer.

Layoff shall occur by reverse seniority within each job classification within the program/division within the department.

The City shall keep a list of employees effected by layoff and such employees shall have recall rights for a period of not less than 2 years. Recall must be to the same job classification, program/division and department.

ARTICLE 19. SENIORITY

Seniority shall be determined by the first date of hire into a part time position represented by the Union. Periods of program hiatus shall not be considered a break in service. When an employee works in multiple classifications, seniority shall be calculated from the first date of hire.

Separate seniority lists shall be maintained for the Career Part-Time and the Temporary Part-Time employees.

ARTICLE 20. TRANSFER & PROMOTION

In general and in most cases, when a department head intends to hire additional part time staff, and if an eligibility list does not exist, the position will be posted to the City's recruitment web page. Employees who are interested in the posted positions may submit an application for consideration. For internal only recruitments, employees may get the link for the City intranet from their supervisor or department manager. In rare instances, a department head may have an immediate need to fill a position through appointment and without posting a vacancy. In such cases, Human Resources shall ensure the process is in compliance with the administrative manual.

ARTICLE 21. MISCELLANEOUS ITEMS

Union Access to New Employee Orientation/Member Information

1. The City shall schedule a regularly occurring New Employee Orientation (NEO) meeting for new employees each month, offering 1 morning and 1 evening session; and send an electronic list of expected participant(s) at least forty-eight (48) hours, to the extent possible, in advance of the orientation meeting. This notification shall be sent via email to the recognized Union Representative and Chapter President which will include the name, job title, and department of all newly hired employees scheduled to attend the City's NEO meetings. The city shall provide the Union with at least ten (10) calendar days' notice of any change in the regularly scheduled NEO meetings.
2. Up to two (2) Union representatives shall be provided paid release time, not to exceed thirty (30) minutes if on shift; or if not on shift, Union representatives shall be paid no more than (30) minutes to meet in person with all newly hired employees. The Union representatives shall be provided *up to* thirty (30) minutes of release time to travel to attend the NEO, if applicable. Union representatives may include SEIU Local 1021 Representatives and designated chapter officers, stewards, and members. The Union shall provide the City with a list of chapter officers, stewards, and members designated to attend NEO meetings on behalf of the Union.
3. The City will schedule all new employees to attend the first meeting that takes place following their date of hire. This date will be provided to them in their hiring packet.
4. The time and day for the NEO meetings will be the 2nd Wednesday of the month at 11:00 a.m. in Human Resources and 7:00 p.m. in the Community Center.
5. Audio-visual equipment, if available, shall be provided for the Union representative if requested by the Union forty-eight (48) hours in advance of the NEO meeting.
6. City representatives shall be absent from the room during any sessions or training conducted by the Union during the NEO meeting.

7. If for any reason, the Union representative(s) are unable to attend the scheduled NEO, the Union shall notify the City as soon as possible, but no later than 4 p.m. the day before the scheduled meeting. If Union representatives are not able to attend the NEO meeting, the Union will provide the City with a contact sheet to be provided to the new employee. If the newly hired employees have any questions about Union representation, they will be directed to contact the Union.
8. If the Union is unable to attend the scheduled orientation, each newly hired employee will be required to attend a make-up session onsite, without loss of compensation during the next regularly scheduled NEO. This time will be cleared by the employee's immediate supervisor if release time is required.
9. If a newly hired employee is unable to attend the scheduled orientation, the employee will be required to attend a make-up session onsite, without loss of compensation. The Union will be provided with the employee's work schedule and contact information and their supervisor's name and contact information. The Union shall arrange with the newly hired employee an alternate time to meet in person within the two weeks of the original NEO. This time will be cleared by the employee's immediate supervisor if release time is required.
10. On a monthly basis, the City shall provide the Union with an Excel (or similar) spreadsheet(s), sent via email, with a list of all employees (including newly hired). The list shall include: name, date of hire, bargaining unit, appointment type (Temporary Part Time or Career Part Time), job title, department, physical work location, work phone, home phone/cell phone, work email (if applicable), and personal email address. A separate report is sent to the Union monthly from Payroll with membership dates (Full Dues, Non-member). The lists shall be provided to the SEIU Local 1021 membership department with a copy to the SEIU Local 1021 Representative. The Union shall provide updated contact information for such purposes.
 - A. Payroll Deduction and Pay over: The City shall deduct Union dues or fees and premiums for Union sponsored insurance programs in conformity with State and City regulations. The City shall within fifteen (15) days pay to the designated payee all sums deducted. It is further understood and agreed that Management shall not be required to deduct said dues and other deductions, or remit them to the designated payee, when an employee covered hereunder who has previously filed a written authorization requesting such deductions, requests in writing that Management cancel all or any portion of the deductions previously authorized. The City shall recognize any general dues increase as specified by the designated payee and shall be held harmless for any such pay over as stipulated above.
 - B. Productivity: Employees covered by this Agreement will cooperate fully with management in programs designed to increase the level of overall productivity of mutual benefit to the taxpayers.
 - C. Health and Safety: The City agrees to provide a safe and healthful work place by complying with all applicable local, state and federal health and safety laws and regulations. FPTEA agrees that all employees must also comply with applicable laws and regulations.

- D. Compliance with ADA and Other Civil Rights Laws: This MOU shall be administered and applied in a manner that complies with provisions of federal, state and local disability and anti-discrimination statutes. The City reserves the right to administer and interpret the agreement to ensure compliance with such laws. Whenever reasonably possible, the City will advise FPTEA of any upcoming improvements or alterations to the City's physical plant and grounds made pursuant to the Americans with Disabilities Act or other similar law, and will solicit FPTEA's input and suggestions regarding the matter. The City will meet and confer, where required by the Meyers-Milias-Brown Act, regarding the impact of any such improvements or alterations on FPTEA represented employees.

- E. Joint Labor Management Committee Meetings (JLM): The purpose of the JLM will be to meet, discuss, decide or make recommendations regarding issues of concern to either the Union or the City. The committee will not discuss issues related to discipline, grievances, individual performance problems or negotiations. The committee will meet quarterly, however, the parties may mutually agree to meet more or less frequently as needed. One week prior to the scheduled meeting, the parties shall establish an agenda. Should an agenda not be developed five days prior to the meeting date, then the meeting may be canceled. If, at any time, either party believes that the regular meetings are not generating positive results or promoting a constructive labor management relationship, future meetings may be canceled by one party serving notice to the other of such. Cancellation of meetings will not be subject to the grievance procedure.

ARTICLE 22. REASONABLE SUSPICION DRUG AND ALCOHOL TESTING

In addition to employees already covered under the Department of Transportation (DOT) drug and alcohol testing, all FPTEA employees will participate in reasonable suspicion drug and alcohol testing, following the reasonable suspicion testing procedure in the City of Fairfield Substance Abuse Policy. In the event that two (2) managers disagree on reasonable suspicion testing of an employee, every effort will be made to call in a third trained manager to determine whether reasonable suspicion testing should be conducted.

ARTICLE 23. SEVERABILITY PROVISION

If any provision of this Agreement is held to be contrary to law by court of competent jurisdiction, such provision will not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions will continue in full force and effect.

ARTICLE 24. UNION SECURITY

- A. Every employee in the representation unit covered by this Memorandum of Understanding shall, as a condition of employment, become and remain a member in good standing in the Union; or pay to the Union a monthly fair share service fee not greater than regular monthly dues; or, in the case of an employee who certifies he/she is a member of a bona fide religion, body or sect which has historically held conscientious objection to joining or financially supporting public employee organization, pay a sum monthly equal to service fees to a charitable fund chosen by the employee from the list of Napa-Solano United Way recipient organizations.

- B. SEIU shall be solely responsible for providing a legally adequate written notice in full conformance with the requirements of current case law to each new unit employee within thirty

(30) days of the date the Union was notified of a new hire informing the employee of the following:

- a. the calculation of the monthly membership dues;
 - b. the calculation of monthly service fees;
 - c. the procedure for challenging SEIU's calculation of expenses chargeable to dissenting employees.
- C. FPTEA shall furnish the following to the City no later than 30 days after the date the Union was notified of a newly hired unit employee: (1) a signed dues deduction authorization from each unit employee who has elected to become an FPTEA member; (2) the name of each unit employee who has opted to dissent from FPTEA and become a service fee payer; (3) the name of each employee who has certified that he or she is a member of a bona fide religion, body or sect which has historically held conscientious objection to joining or financially supporting public employee organizations, and the name of the charitable fund to which the employee has chosen to direct a sum equal to the monthly service fee.
- D. For all unit employees hired after the final date of ratification, except in Paragraph F below, City shall deduct, based on the information provided by the Union pursuant to Paragraph C, one of the following from the pay of each unit employee:
1. Union dues from each employee who has a signed dues deduction authorization on file with the Human Resources Department;
 2. the monthly service fee from each employee who does not have a signed membership dues deduction authorization on file and has not dissented from payment of the monthly service fee;
 3. an amount equal to the monthly service fee to be directed to a charitable fund from an employee who has certified that he or she is a member of a bona fide religion or sect who holds a conscientious objection to joining or financially supporting an employee organization such as SEIU, as set forth in paragraph 1 above.
- E. The City shall deduct one of the amounts set forth in Paragraph D(1)-(3) above from the pay of a newly hired unit employee within 30 days of FPTEA providing the employee with a notice equivalent to that required by Paragraph B and the City with the information required in Paragraph C.
- F. The City shall not make a deduction required by Paragraph D above during any pay period when the unit employee from whose pay the deduction is otherwise required is in an unpaid status or does not have enough earnings to cover the dues or fees.
- G. FPTEA agrees to indemnify, defend, and hold the City harmless from any and all claims, demands, suits, or any other action arising from implementation or application of Paragraphs A-F of this Section, provided, however, that no duty to indemnify, defend or hold the City harmless shall be imposed where the basis of the claim, demand or suit arises from the negligence or intentional misconduct of the City or its authorized agents or representatives.
- H. All employees hired after the date of final ratification shall either become members of the Union (or exercise the options described in paragraph A and B) and shall remain members in good

standing with the FPTEA. As of the date of final ratification to the M.O.U., some current employees in the representation unit covered by this M.O.U. are members of the Union and some are not. All current employees who are members of the Union shall maintain their membership in good standing with the Union for the full term of this Agreement.

- I. Beginning the first full pay period following ratification of this MOU the City will deduct COPE donations from employees who have elected to have such donations withheld from their paycheck. FPTEA shall be responsible for developing and disseminating the form.

**THE SERVICE EMPLOYEES INTERNATIONAL UNION/FAIRFIELD
PART-TIME EMPLOYEES' ASSOCIATION**

City of Fairfield



David J. Gassaway
Interim City Manager

Date

6/15/23

SEIU Local 1021/FEA

DocuSigned by:



Del Mallory

SEIU 1021 Area Director/Chief Negotiator

6/30/2022

Date

APPENDIX A Salary Schedule																
		July 2022					July 2023					July 2024				
Title		Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5
ACTIVITY SPECIALIST		21.51	22.59	23.72	24.90	26.15	22.05	23.15	24.31	25.53	26.80	23.15	24.31	25.53	26.80	28.14
ADMINISTRATIVE AIDE		23.17	24.32	25.54	26.82	28.16	23.75	24.93	26.18	27.49	28.86	24.93	26.18	27.49	28.86	30.31
FACILITY ATTENDANT		16.33	17.14	18.00	18.90	19.84	16.73	17.57	18.45	19.37	20.34	17.57	18.45	19.37	20.34	21.36
IT TECHNOLOGY ASSISTANT I		25.57	26.85	28.19	29.60	31.08	26.21	27.52	28.90	30.34	31.86	27.52	28.90	30.34	31.86	33.45
IT TECHNOLOGY ASSISTANT II		28.23	29.64	31.12	32.67	34.31	28.93	30.38	31.90	33.49	35.17	30.38	31.90	33.49	35.17	36.92
IT TECHNOLOGY ASSISTANT III		31.16	32.71	34.35	36.07	37.87	31.93	33.53	35.21	36.97	38.82	33.53	35.21	36.97	38.82	40.76
LIFEGUARD I	flat	16.17	-	-	-	-	16.57	-	-	-	-	17.40	-	-	-	-
LIFEGUARD II	flat	17.23	-	-	-	-	17.66	-	-	-	-	18.54	-	-	-	-
LIFEGUARD SENIOR	flat	18.29	-	-	-	-	18.74	-	-	-	-	19.68	-	-	-	-
POOL MANAGER		21.51	22.59	23.72	24.90	26.15	22.05	23.15	24.31	25.53	26.80	23.15	24.31	25.53	26.80	28.14
RECREATION INSTRUCTOR		17.15	18.01	18.91	19.86	20.85	17.58	18.46	19.38	20.35	21.37	18.46	19.38	20.35	21.37	22.44
RECREATION SPECIALIST I	flat	16.17	-	-	-	-	16.57	-	-	-	-	17.40	-	-	-	-
RECREATION SPECIALIST II	flat	17.23	-	-	-	-	17.66	-	-	-	-	18.54	-	-	-	-
RECREATION SPECIALIST III	flat	18.29	-	-	-	-	18.74	-	-	-	-	19.68	-	-	-	-
RECREATION SPECIALIST SENIOR		18.47	19.39	20.36	21.38	22.45	18.93	19.88	20.87	21.92	23.01	19.88	20.87	21.92	23.01	24.16
STUDENT INTERN II	flat	16.17	-	-	-	-	16.57	-	-	-	-	17.40	-	-	-	-

*Effective first full pay period in July.

APPENDIX B - Salary Schedule for FEA Classifications															
Title	July 2022					July 2023					July 2024				
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5
ACCOUNTING ASSISTANT I	24.47	25.69	26.98	28.32	29.74	25.08	26.33	27.65	29.03	30.48	26.33	27.65	29.03	30.48	32.01
ACCOUNTING ASSISTANT II	27.01	28.36	29.78	31.26	32.83	27.68	29.07	30.52	32.05	33.65	29.07	30.52	32.05	33.65	35.33
ACCOUNTING ASSISTANT SENIOR	29.81	31.30	32.87	34.51	36.24	30.56	32.08	33.69	35.37	37.14	32.08	33.69	35.37	37.14	39.00
ADMINISTRATIVE ASSISTANT	33.73	35.41	37.19	39.04	41.00	34.57	36.30	38.12	40.02	42.02	36.30	38.12	40.02	42.02	44.12
ADMINISTRATIVE TECHNICIAN I	30.56	32.08	33.69	35.37	37.14	31.32	32.89	34.53	36.26	38.07	32.89	34.53	36.26	38.07	39.97
ADMINISTRATIVE TECHNICIAN II	33.73	35.41	37.19	39.04	41.00	34.57	36.30	38.12	40.02	42.02	36.30	38.12	40.02	42.02	44.12
ADMINISTRATIVE TECHNICIAN LEAD	37.23	39.09	41.05	43.10	45.25	38.16	40.07	42.07	44.18	46.38	40.07	42.07	44.18	46.39	48.70
AFFORDABLE HOUSING SPECIAL I	33.73	35.41	37.19	39.04	41.00	34.57	36.30	38.12	40.02	42.02	36.30	38.12	40.02	42.02	44.12
AFFORDABLE HOUSING SPECIAL II	37.23	39.09	41.05	43.10	45.25	38.16	40.07	42.07	44.18	46.38	40.07	42.07	44.18	46.39	48.70
AQUATICS PROGRAM COORDINATOR	33.73	35.41	37.19	39.04	41.00	34.57	36.30	38.12	40.02	42.02	36.30	38.12	40.02	42.02	44.12
ASSIST PLANNER	41.10	43.15	45.31	47.57	49.95	42.12	44.23	46.44	48.76	51.20	44.23	46.44	48.76	51.20	53.76
BILLING SYSTEM SPECIALIST	29.81	31.30	32.87	34.51	36.24	30.56	32.08	33.69	35.37	37.14	32.08	33.69	35.37	37.14	39.00
BUILDING INSPECTOR I	34.57	36.30	38.12	40.02	42.02	35.44	37.21	39.07	41.02	43.07	37.21	39.07	41.02	43.07	45.23
BUILDING INSPECTOR II	38.16	40.07	42.07	44.18	46.38	39.11	41.07	43.12	45.28	47.54	41.07	43.12	45.28	47.54	49.92
BUILDING INSPECTOR III	42.12	44.23	46.44	48.76	51.20	43.18	45.33	47.60	49.98	52.48	45.33	47.60	49.98	52.48	55.10
BUILDING INSPECTOR SENIOR	46.50	48.82	51.26	53.82	56.52	47.66	50.04	52.54	55.17	57.93	50.04	52.54	55.17	57.93	60.82
BUILDING MAINTENANCE WRKR I	27.68	29.07	30.52	32.05	33.65	28.37	29.79	31.28	32.85	34.49	29.79	31.28	32.85	34.49	36.21
BUILDING MAINTENANCE WRKR II	30.56	32.08	33.69	35.37	37.14	31.32	32.89	34.53	36.26	38.07	32.89	34.53	36.26	38.07	39.97
BUILDING MAINTENANCE WRKR III	33.73	35.41	37.19	39.04	41.00	34.57	36.30	38.12	40.02	42.02	36.30	38.12	40.02	42.02	44.12
BUILDING MAINTENANCE WRKR SR	37.23	39.09	41.05	43.10	45.25	38.16	40.07	42.07	44.18	46.38	40.07	42.07	44.18	46.39	48.70
BUILDING PERMIT TECHNICIAN	36.32	38.14	40.04	42.05	44.15	37.23	39.09	41.05	43.10	45.25	39.09	41.05	43.10	45.25	47.52
BUILDING PERMIT TECHNICIAN I	32.91	34.55	36.28	38.09	40.00	33.73	35.41	37.19	39.05	41.00	35.41	37.19	39.04	41.00	43.05
BUILDING PERMIT TECHNICIAN II	36.32	38.14	40.04	42.05	44.15	37.23	39.09	41.05	43.10	45.25	39.09	41.05	43.10	45.25	47.52
BUILDING PERMIT TECHNICIAN SR	40.09	42.10	44.20	46.41	48.73	41.09	43.15	45.31	47.57	49.95	43.15	45.31	47.57	49.95	52.45
BUILDING PLANS EXAMINER	44.26	46.47	48.79	51.23	53.79	45.36	47.63	50.01	52.51	55.14	47.63	50.01	52.51	55.14	57.89
CODE ENFORCEMENT OFFICER I	28.37	29.79	31.28	32.85	34.49	29.08	30.54	32.06	33.67	35.35	30.54	32.06	33.67	35.35	37.12
CODE ENFORCEMENT OFFICER II	31.32	32.89	34.53	36.26	38.07	32.10	33.71	35.39	37.16	39.02	33.71	35.39	37.16	39.02	40.97
COMMUNICATIONS TECHNICIAN	32.91	34.55	36.28	38.09	40.00	33.73	35.41	37.19	39.05	41.00	35.41	37.19	39.04	41.00	43.05
COMMUNITY DEVELOPMENT ASSIST	30.56	32.08	33.69	35.37	37.14	31.32	32.89	34.53	36.26	38.07	32.89	34.53	36.26	38.07	39.97
COMMUNITY SERVICES OFFICER I	25.71	26.99	28.34	29.76	31.25	26.35	27.67	29.05	30.50	32.03	27.67	29.05	30.50	32.03	33.63
COMMUNITY SERVICES OFFICER II	28.37	29.79	31.28	32.85	34.49	29.08	30.54	32.06	33.67	35.35	30.54	32.06	33.67	35.35	37.12
COMMUNITY SVCS OFCR I SHIFT	26.35	27.67	29.05	30.50	32.03	27.01	28.36	29.78	31.26	32.83	28.36	29.78	31.26	32.83	34.47
COMMUNITY SVCS OFCR II SHIFT	29.08	30.54	32.07	33.67	35.35	29.81	31.30	32.87	34.51	36.24	31.30	32.87	34.51	36.24	38.05
CRIME PREVENTION SPECIALIST	31.32	32.89	34.53	36.26	38.07	32.10	33.71	35.39	37.16	39.02	33.71	35.39	37.16	39.02	40.97
CRIME SCENE INVESTIGATOR I	32.10	33.71	35.39	37.16	39.02	32.91	34.55	36.28	38.09	40.00	34.55	36.28	38.09	40.00	42.00
CRIME SCENE INVESTIGATOR II	35.44	37.21	39.07	41.02	43.07	36.32	38.14	40.04	42.05	44.15	38.14	40.04	42.05	44.15	46.36
CRIME SCENE INVESTIGATOR SR	39.11	41.07	43.12	45.28	47.54	40.09	42.10	44.20	46.41	48.73	42.10	44.20	46.41	48.73	51.17
CROSS CONNECTION SPECIAL A SR	45.36	47.63	50.01	52.51	55.14	46.50	48.82	51.26	53.82	56.52	48.82	51.26	53.82	56.52	59.34
CROSS CONNECTION SPECIALIST A	41.10	43.15	45.31	47.57	49.95	42.12	44.23	46.44	48.76	51.20	44.23	46.44	48.76	51.20	53.76
CROSS-CONNECTION SPECIALIST I	29.08	30.54	32.07	33.67	35.35	29.81	31.30	32.87	34.51	36.24	31.30	32.87	34.51	36.24	38.05

*Effective first full pay period in July

**The MOU for FEA expires June 30, 2025, therefore this Appendix will be modified according to a successor MOU to reflect any future compensation changes after July 1, 2022.

APPENDIX B - Salary Schedule for FEA Classifications															
Title	July 2022					July 2023					July 2024				
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5
CROSS-CONNECTION SPECIALIST II	32.10	33.71	35.39	37.16	39.02	32.91	34.55	36.28	38.09	40.00	34.55	36.28	38.09	40.00	42.00
CROSS-CONNECTION SPECIALIST SR	35.44	37.21	39.07	41.02	43.07	36.32	38.14	40.04	42.05	44.15	38.14	40.04	42.05	44.15	46.36
CUSTODIAN	25.08	26.33	27.65	29.03	30.48	25.71	26.99	28.34	29.76	31.25	26.99	28.34	29.76	31.25	32.81
CUSTODIAN 2.5% SHIFT DIFF	25.71	26.99	28.34	29.76	31.25	26.35	27.67	29.05	30.50	32.03	27.67	29.05	30.50	32.03	33.63
CUSTODIAN LEAD	27.68	29.07	30.52	32.05	33.65	28.37	29.79	31.28	32.85	34.49	29.79	31.28	32.85	34.49	36.21
CUSTODIAN LEAD 2.5% SHIFT DIFF	28.37	29.79	31.28	32.85	34.49	29.08	30.54	32.06	33.67	35.35	30.54	32.06	33.67	35.35	37.12
DEVELOPMENT SPECIALIST	41.10	43.15	45.31	47.57	49.95	42.12	44.23	46.44	48.76	51.20	44.23	46.44	48.76	51.20	53.76
DISPATCHER I	31.32	32.89	34.53	36.26	38.07	32.10	33.71	35.39	37.16	39.02	33.71	35.39	37.16	39.02	40.97
DISPATCHER I - 2.5%	32.10	33.71	35.39	37.16	39.02	32.91	34.55	36.28	38.09	40.00	34.55	36.28	38.09	40.00	42.00
DISPATCHER II	34.57	36.30	38.12	40.02	42.02	35.44	37.21	39.07	41.02	43.07	37.21	39.07	41.02	43.07	45.23
DISPATCHER II - 2.5%	35.44	37.21	39.07	41.02	43.07	36.32	38.14	40.04	42.05	44.15	38.14	40.04	42.05	44.15	46.36
DISPATCHER II TRAINER	35.44	37.21	39.07	41.02	43.07	36.32	38.14	40.04	42.05	44.15	38.14	40.04	42.05	44.15	46.36
DISPATCHER II TRAINER - 2.5%	36.32	38.14	40.04	42.05	44.15	37.23	39.09	41.05	43.10	45.25	39.09	41.05	43.10	45.25	47.52
DISPATCHER LEAD	38.16	40.07	42.07	44.18	46.38	39.11	41.07	43.12	45.28	47.54	41.07	43.12	45.28	47.54	49.92
DISPATCHER LEAD - 2.5%	39.11	41.07	43.12	45.28	47.54	40.09	42.10	44.20	46.41	48.73	42.10	44.20	46.41	48.73	51.17
DIST SYS WTR QUAL ANALYST I	36.32	38.14	40.04	42.05	44.15	37.23	39.09	41.05	43.10	45.25	39.09	41.05	43.10	45.25	47.52
DIST SYS WTR QUAL ANALYST II	40.09	42.10	44.20	46.41	48.73	41.09	43.15	45.31	47.57	49.95	43.15	45.31	47.57	49.95	52.45
ECONOMIC DEVELOPMENT SPECIAL	37.23	39.09	41.05	43.10	45.25	38.16	40.07	42.07	44.18	46.38	40.07	42.07	44.18	46.39	48.70
ENGINEERING TECHNICIAN I	32.91	34.55	36.28	38.09	40.00	33.73	35.41	37.19	39.05	41.00	35.41	37.19	39.04	41.00	43.05
ENGINEERING TECHNICIAN II	36.32	38.14	40.04	42.05	44.15	37.23	39.09	41.05	43.10	45.25	39.09	41.05	43.10	45.25	47.52
ENGINEERING TECHNICIAN SENIOR	40.09	42.10	44.20	46.41	48.73	41.09	43.15	45.31	47.57	49.95	43.15	45.31	47.57	49.95	52.45
EQUIPMENT MECH SENIOR 2.5%	40.09	42.10	44.20	46.41	48.73	41.09	43.15	45.31	47.57	49.95	43.15	45.31	47.57	49.95	52.45
EQUIPMENT MECHANIC I	32.10	33.71	35.39	37.16	39.02	32.91	34.55	36.28	38.09	40.00	34.55	36.28	38.09	40.00	42.00
EQUIPMENT MECHANIC I - 2.5%	32.91	34.55	36.28	38.09	40.00	33.73	35.41	37.19	39.05	41.00	35.41	37.19	39.04	41.00	43.05
EQUIPMENT MECHANIC II	35.44	37.21	39.07	41.02	43.07	36.32	38.14	40.04	42.05	44.15	38.14	40.04	42.05	44.15	46.36
EQUIPMENT MECHANIC II - 2.5%	36.32	38.14	40.04	42.05	44.15	37.23	39.09	41.05	43.10	45.25	39.09	41.05	43.10	45.25	47.52
EQUIPMENT MECHANIC SENIOR	39.11	41.07	43.12	45.28	47.54	40.09	42.10	44.20	46.41	48.73	42.10	44.20	46.41	48.73	51.17
FINANCE TECHNICIAN	32.91	34.55	36.28	38.09	40.00	33.73	35.41	37.19	39.05	41.00	35.41	37.19	39.04	41.00	43.05
FIRE INSPECTOR I	34.57	36.30	38.12	40.02	42.02	35.44	37.21	39.07	41.02	43.07	37.21	39.07	41.02	43.07	45.23
FIRE INSPECTOR II	38.16	40.07	42.07	44.18	46.38	39.11	41.07	43.12	45.28	47.54	41.07	43.12	45.28	47.54	49.92
FIRE INSPECTOR III/PLANS EXAM.	42.12	44.23	46.44	48.76	51.20	43.18	45.33	47.60	49.98	52.48	45.33	47.60	49.98	52.48	55.10
FIRE MECHANIC SENIOR	41.10	43.15	45.31	47.57	49.95	42.12	44.23	46.44	48.76	51.20	44.23	46.44	48.76	51.20	53.76
GENERAL SERVICES ASST	23.87	25.06	26.32	27.63	29.02	24.47	25.69	26.98	28.32	29.74	25.69	26.98	28.32	29.74	31.23
GENERAL SERVICES CLERK	21.63	22.71	23.84	25.03	26.29	22.17	23.27	24.44	25.66	26.94	23.27	24.44	25.66	26.94	28.29
GENERAL SERVICES TECHNICIAN	27.68	29.07	30.52	32.05	33.65	28.37	29.79	31.28	32.85	34.49	29.79	31.28	32.85	34.49	36.21
HOMELESS ENGAGEMENT WORKER I	35.44	37.21	39.07	41.02	43.07	36.32	38.14	40.04	42.05	44.15	38.14	40.04	42.05	44.15	46.36
HOMELESS ENGAGEMENT WORKER II	39.11	41.07	43.12	45.28	47.54	40.09	42.10	44.20	46.41	48.73	42.10	44.20	46.41	48.73	51.17
HOMELESS OUTREACH SPECIALIST	27.68	29.07	30.52	32.05	33.65	28.37	29.79	31.28	32.85	34.49	29.79	31.28	32.85	34.49	36.21
HOUSING FINANCE SPECIALIST	31.32	32.89	34.53	36.26	38.07	32.10	33.71	35.39	37.16	39.02	33.71	35.39	37.16	39.02	40.97
HOUSING REHABILITATION SPEC I	33.73	35.41	37.19	39.04	41.00	34.57	36.30	38.12	40.02	42.02	36.30	38.12	40.02	42.02	44.12

*Effective first full pay period in July

**The MOU for FEA expires June 30, 2025, therefore this Appendix will be modified according to a successor MOU to reflect any future compensation changes after July 1, 2022.

APPENDIX B - Salary Schedule for FEA Classifications															
Title	July 2022					July 2023					July 2024				
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5
HOUSING REHABILITATION SPEC II	37.23	39.09	41.05	43.10	45.25	38.16	40.07	42.07	44.18	46.38	40.07	42.07	44.18	46.39	48.70
HOUSING SERVICES TECH I	30.56	32.08	33.69	35.37	37.14	31.32	32.89	34.53	36.26	38.07	32.89	34.53	36.26	38.07	39.97
HOUSING SERVICES TECH II	33.73	35.41	37.19	39.04	41.00	34.57	36.30	38.12	40.02	42.02	36.30	38.12	40.02	42.02	44.12
HOUSING SPECIALIST I	27.68	29.07	30.52	32.05	33.65	28.37	29.79	31.28	32.85	34.49	29.79	31.28	32.85	34.49	36.21
HOUSING SPECIALIST II	30.56	32.08	33.69	35.37	37.14	31.32	32.89	34.53	36.26	38.07	32.89	34.53	36.26	38.07	39.97
HOUSING SPECIALIST LEAD	33.73	35.41	37.19	39.04	41.00	34.57	36.30	38.12	40.02	42.02	36.30	38.12	40.02	42.02	44.12
INSTRUMENTATION TECH SENIOR	47.66	50.04	52.54	55.17	57.93	48.85	51.29	53.86	56.55	59.38	51.29	53.86	56.55	59.38	62.35
INSTRUMENTATION TECHNICIAN	43.18	45.33	47.60	49.98	52.48	44.25	46.47	48.79	51.23	53.79	46.47	48.79	51.23	53.79	56.48
IT TECHNICIAN I	32.91	34.55	36.28	38.09	40.00	33.73	35.41	37.19	39.05	41.00	35.41	37.19	39.04	41.00	43.05
IT TECHNICIAN II	36.32	38.14	40.04	42.05	44.15	37.23	39.09	41.05	43.10	45.25	39.09	41.05	43.10	45.25	47.52
JUNIOR ENGINEER	40.09	42.10	44.20	46.41	48.73	41.09	43.15	45.31	47.57	49.95	43.15	45.31	47.57	49.95	52.45
LANDSCAPE MAINT INSPECTOR I	34.57	36.30	38.12	40.02	42.02	35.44	37.21	39.07	41.02	43.07	37.21	39.07	41.02	43.07	45.23
LANDSCAPE MAINT INSPECTOR II	38.16	40.07	42.07	44.18	46.38	39.11	41.07	43.12	45.28	47.54	41.07	43.12	45.28	47.54	49.92
MECH/ELEC TECHNICIAN I	38.16	40.07	42.07	44.18	46.38	39.11	41.07	43.12	45.28	47.54	41.07	43.12	45.28	47.54	49.92
MECH/ELEC TECHNICIAN II	42.12	44.23	46.44	48.76	51.20	43.18	45.33	47.60	49.98	52.48	45.33	47.60	49.98	52.48	55.10
OFFICE ASSISTANT I	22.72	23.86	25.05	26.30	27.62	23.29	24.45	25.68	26.96	28.31	24.45	25.68	26.96	28.31	29.72
OFFICE ASSISTANT II	25.08	26.33	27.65	29.03	30.48	25.71	26.99	28.34	29.76	31.25	26.99	28.34	29.76	31.25	32.81
OFFICE SPECIALIST	27.68	29.07	30.52	32.05	33.65	28.37	29.79	31.28	32.85	34.49	29.79	31.28	32.85	34.49	36.21
PAL COORDINATOR	33.73	35.41	37.19	39.04	41.00	34.57	36.30	38.12	40.02	42.02	36.30	38.12	40.02	42.02	44.12
PARK & REC FACILITIES WKR SR	37.23	39.09	41.05	43.10	45.25	38.16	40.07	42.07	44.18	46.38	40.07	42.07	44.18	46.39	48.70
PARK & REC ASSISTANT	30.56	32.08	33.69	35.37	37.14	31.32	32.89	34.53	36.26	38.07	32.89	34.53	36.26	38.07	39.97
PARK & REC CUSTOMER SVC REP SR	24.47	25.69	26.98	28.32	29.74	25.08	26.33	27.65	29.03	30.48	26.33	27.65	29.03	30.48	32.01
PARK & REC FACILITIES WKR I	27.68	29.07	30.52	32.05	33.65	28.37	29.79	31.28	32.85	34.49	29.79	31.28	32.85	34.49	36.21
PARK & REC FACILITIES WKR II	30.56	32.08	33.69	35.37	37.14	31.32	32.89	34.53	36.26	38.07	32.89	34.53	36.26	38.07	39.97
PARK & REC FACILITIES WKR III	33.73	35.41	37.19	39.04	41.00	34.57	36.30	38.12	40.02	42.02	36.30	38.12	40.02	42.02	44.12
PARK & REC FACILITIES WKR SR	37.23	39.09	41.05	43.10	45.25	38.16	40.07	42.07	44.18	46.38	40.07	42.07	44.18	46.39	48.70
PARK & REC THEATER TECH	36.32	38.14	40.04	42.05	44.15	37.23	39.09	41.05	43.10	45.25	39.09	41.05	43.10	45.25	47.52
PARK RANGER	33.73	35.41	37.19	39.04	41.00	34.57	36.30	38.12	40.02	42.02	36.30	38.12	40.02	42.02	44.12
PARK RANGER - Trainee	26.35	27.67	29.05	30.50	32.03	27.01	28.36	29.78	31.26	32.83	28.36	29.78	31.26	32.83	34.47
PARTS/STORES SPECIALIST I	25.08	26.33	27.65	29.03	30.48	25.71	26.99	28.34	29.76	31.25	26.99	28.34	29.76	31.25	32.81
PARTS/STORES SPECIALIST II	27.68	29.07	30.52	32.05	33.65	28.37	29.79	31.28	32.85	34.49	29.79	31.28	32.85	34.49	36.21
PARTS/STORES SPECIALIST-SENIOR	30.56	32.08	33.69	35.37	37.14	31.32	32.89	34.53	36.26	38.07	32.89	34.53	36.26	38.07	39.97
PLANNER JUNIOR	36.32	38.14	40.04	42.05	44.15	37.23	39.09	41.05	43.10	45.25	39.09	41.05	43.10	45.25	47.52
PLANNING TECHNICIAN	31.32	32.89	34.53	36.26	38.07	32.10	33.71	35.39	37.16	39.02	33.71	35.39	37.16	39.02	40.97
POLICE CLERK	20.58	21.61	22.69	23.83	25.02	21.10	22.15	23.26	24.42	25.65	22.15	23.26	24.42	25.65	26.93
POLICE DEPT REC ASST LEAD - 5%	29.08	30.54	32.07	33.67	35.35	29.81	31.30	32.87	34.51	36.24	31.30	32.87	34.51	36.24	38.05
POLICE DEPT RECORD ASST I - 5%	23.87	25.06	26.32	27.63	29.02	24.47	25.69	26.98	28.32	29.74	25.69	26.98	28.32	29.74	31.23
POLICE DEPT RECORD ASST II-5%	26.35	27.67	29.05	30.50	32.03	27.01	28.36	29.78	31.26	32.83	28.36	29.78	31.26	32.83	34.47
POLICE DEPT RECORDS ASSIST I	22.72	23.86	25.05	26.30	27.62	23.29	24.45	25.68	26.96	28.31	24.45	25.68	26.96	28.31	29.72
POLICE DEPT RECORDS ASSIST II	25.08	26.33	27.65	29.03	30.48	25.71	26.99	28.34	29.76	31.25	26.99	28.34	29.76	31.25	32.81

*Effective first full pay period in July

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APPENDIX B - Salary Schedule for FEA Classifications															
Title	July 2022					July 2023					July 2024				
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5
POLICE DEPT RECORDS ASST LEAD	27.68	29.07	30.52	32.05	33.65	28.37	29.79	31.28	32.85	34.49	29.79	31.28	32.85	34.49	36.21
POLICE DEPT. ASSISTANT	30.56	32.08	33.69	35.37	37.14	31.32	32.89	34.53	36.26	38.07	32.89	34.53	36.26	38.07	39.97
POLICE ID TECHNICIAN	33.73	35.41	37.19	39.04	41.00	34.57	36.30	38.12	40.02	42.02	36.30	38.12	40.02	42.02	44.12
POLICE PROPERTY SPECIALIST I	25.08	26.33	27.65	29.03	30.48	25.71	26.99	28.34	29.76	31.25	26.99	28.34	29.76	31.25	32.81
POLICE PROPERTY SPECIALIST II	27.68	29.07	30.52	32.05	33.65	28.37	29.79	31.28	32.85	34.49	29.79	31.28	32.85	34.49	36.21
PROGRAM SPECIALIST	25.71	26.99	28.34	29.76	31.25	26.35	27.67	29.05	30.50	32.03	27.67	29.05	30.50	32.03	33.63
PUBLIC WORKS ASSISTANT	30.56	32.08	33.69	35.37	37.14	31.32	32.89	34.53	36.26	38.07	32.89	34.53	36.26	38.07	39.97
PUBLIC WORKS INSPECTOR I	34.57	36.30	38.12	40.02	42.02	35.44	37.21	39.07	41.02	43.07	37.21	39.07	41.02	43.07	45.23
PUBLIC WORKS INSPECTOR II	38.16	40.07	42.07	44.18	46.38	39.11	41.07	43.12	45.28	47.54	41.07	43.12	45.28	47.54	49.92
PUBLIC WORKS INSPECTOR III	42.12	44.23	46.44	48.76	51.20	43.18	45.33	47.60	49.98	52.48	45.33	47.60	49.98	52.48	55.10
PURCHASING CLERK	27.68	29.07	30.52	32.05	33.65	28.37	29.79	31.28	32.85	34.49	29.79	31.28	32.85	34.49	36.21
REAL ESTATE SPECIALIST I	25.08	26.33	27.65	29.03	30.48	25.71	26.99	28.34	29.76	31.25	26.99	28.34	29.76	31.25	32.81
REAL ESTATE SPECIALIST II	27.68	29.07	30.52	32.05	33.65	28.37	29.79	31.28	32.85	34.49	29.79	31.28	32.85	34.49	36.21
RECEPTIONIST CLERK	20.58	21.61	22.69	23.83	25.02	21.10	22.15	23.26	24.42	25.65	22.15	23.26	24.42	25.65	26.93
RECREATION PROGRAM COORDINATOR	33.73	35.41	37.19	39.04	41.00	34.57	36.30	38.12	40.02	42.02	36.30	38.12	40.02	42.02	44.12
SOLID WASTE COMPLIANCE COORDINATOR	32.10	33.71	35.39	37.16	39.02	32.91	34.55	36.28	38.09	40.00	34.55	36.28	38.09	40.00	42.00
TRAFFIC CONTROL MAINT WORK I	27.68	29.07	30.52	32.05	33.65	28.37	29.79	31.28	32.85	34.49	29.79	31.28	32.85	34.49	36.21
TRAFFIC CONTROL MAINT WORK II	30.56	32.08	33.69	35.37	37.14	31.32	32.89	34.53	36.26	38.07	32.89	34.53	36.26	38.07	39.97
TRAFFIC CONTROL MAINT WORK III	33.73	35.41	37.19	39.04	41.00	34.57	36.30	38.12	40.02	42.02	36.30	38.12	40.02	42.02	44.12
TRAFFIC CONTROL/SIGNAL TECH I	35.44	37.21	39.07	41.02	43.07	36.32	38.14	40.04	42.05	44.15	38.14	40.04	42.05	44.15	46.36
TRAFFIC CONTROL/SIGNAL TECH II	39.11	41.07	43.12	45.28	47.54	40.09	42.10	44.20	46.41	48.73	42.10	44.20	46.41	48.73	51.17
TRANSPORTATION TECHNICIAN I	32.91	34.55	36.28	38.09	40.00	33.73	35.41	37.19	39.05	41.00	35.41	37.19	39.04	41.00	43.05
TRANSPORTATION TECHNICIAN II	36.32	38.14	40.04	42.05	44.15	37.23	39.09	41.05	43.10	45.25	39.09	41.05	43.10	45.25	47.52
TRANSPORTATION TECHNICIAN SR	40.09	42.10	44.20	46.41	48.73	41.09	43.15	45.31	47.57	49.95	43.15	45.31	47.57	49.95	52.45
UTILITY WORKER I	27.68	29.07	30.52	32.05	33.65	28.37	29.79	31.28	32.85	34.49	29.79	31.28	32.85	34.49	36.21
UTILITY WORKER II	30.56	32.08	33.69	35.37	37.14	31.32	32.89	34.53	36.26	38.07	32.89	34.53	36.26	38.07	39.97
UTILITY WORKER SENIOR	33.73	35.41	37.19	39.04	41.00	34.57	36.30	38.12	40.02	42.02	36.30	38.12	40.02	42.02	44.12
WATER DISTRIBUTION OPER IIA	34.57	36.30	38.12	40.02	42.02	35.44	37.21	39.07	41.02	43.07	37.21	39.07	41.02	43.07	45.23
WATER DISTRIBUTION OPER III	38.16	40.07	42.07	44.18	46.38	39.11	41.07	43.12	45.28	47.54	41.07	43.12	45.28	47.54	49.92
WATER DISTRIBUTION OPER IIIA	40.09	42.10	44.20	46.41	48.73	41.09	43.15	45.31	47.57	49.95	43.15	45.31	47.57	49.95	52.45
WATER DISTRIBUTION OPER SR	44.26	46.47	48.79	51.23	53.79	45.36	47.63	50.01	52.51	55.14	47.63	50.01	52.51	55.14	57.89
WATER DISTRIBUTION OPERATOR I	29.81	31.30	32.87	34.51	36.24	30.56	32.08	33.69	35.37	37.14	32.08	33.69	35.37	37.14	39.00
WATER DISTRIBUTION OPERATOR II	32.91	34.55	36.28	38.09	40.00	33.73	35.41	37.19	39.05	41.00	35.41	37.19	39.04	41.00	43.05
WATER DISTRIBUTION WKR I	28.37	29.79	31.28	32.85	34.49	29.08	30.54	32.06	33.67	35.35	30.54	32.06	33.67	35.35	37.12
WATER DISTRIBUTION WKR II	31.32	32.89	34.53	36.26	38.07	32.10	33.71	35.39	37.16	39.02	33.71	35.39	37.16	39.02	40.97
WATER DISTRIBUTION WKR SENIOR	34.57	36.30	38.12	40.02	42.02	35.44	37.21	39.07	41.02	43.07	37.21	39.07	41.02	43.07	45.23
WATER PLANT OPERATOR I	36.32	38.14	40.04	42.05	44.15	37.23	39.09	41.05	43.10	45.25	39.09	41.05	43.10	45.25	47.52
WATER PLANT OPERATOR II	40.09	42.10	44.20	46.41	48.73	41.09	43.15	45.31	47.57	49.95	43.15	45.31	47.57	49.95	52.45
WATER QUALITY LAB ANALYST I	36.32	38.14	40.04	42.05	44.15	37.23	39.09	41.05	43.10	45.25	39.09	41.05	43.10	45.25	47.52
WATER QUALITY LAB ANALYST II	40.09	42.10	44.20	46.41	48.73	41.09	43.15	45.31	47.57	49.95	43.15	45.31	47.57	49.95	52.45

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Title	July 2022					July 2023					July 2024				
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5	Step 1	Step 2	Step 3	Step 4	Step 5
WATER QUALITY LAB COORDINATOR	46.50	48.82	51.26	53.82	56.52	47.66	50.04	52.54	55.17	57.93	50.04	52.54	55.17	57.93	60.82
WATER SERVICE REPRESENTIVE I	27.01	28.36	29.78	31.26	32.83	27.68	29.07	30.52	32.05	33.65	29.07	30.52	32.05	33.65	35.33
WATER SERVICE REPRESENTIVE II	29.81	31.30	32.87	34.51	36.24	30.56	32.08	33.69	35.37	37.14	32.08	33.69	35.37	37.14	39.00

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