



STAFF REPORT

City Council

Meeting Date:

6/21/2016

Staff Report Number:

16-104-CC

Regular Business:

Consider approval of amendments to the agreement between the City of Menlo Park and Service Employees International Union, Local 521

Recommendation

Approve amendments to the collective bargaining agreement between the City of Menlo Park and Service Employees International Union, Local 521 (SEIU), and authorize the Administrative Services Director to execute a Side Letter Agreement which shall expire coterminous with the current Memorandum of Understanding (MOU) on June 30, 2017.

Policy Issues

This recommendation aligns with the City's goals of balancing continued fiscal prudence in planning for potential impacts of employee retirement benefits, while also continuing to align the City as a competitive employer in the increasingly robust job market of the Silicon Valley.

Background

In June 2015, City Council awarded a contract to Koff & Associates for the purposes of conducting a comprehensive classification and compensation study of all non-sworn City of Menlo Park classifications. Preliminary results were provided to the City Council in February 2016, at which time the Council communicated the following guiding principles for upcoming labor negotiations with SEIU:

- Using our 13 City labor market, the market median shall be the target for City of Menlo Park benchmark employees' total compensation; and
- For those employees whose total compensation is found to be below the market median, provide market-based adjustments to bring those employees up to the market median

The guiding principles were founded on general practices and the importance of recruiting and retaining talented employees, during a competitive public and private sector job market.

On November 10, 2015, City Council approved the terms of an agreement between the City of Menlo Park and SEIU and authorized the City Manager to execute a Memorandum of Understanding (MOU) with a term of November 10, 2015 through June 30, 2017. Those terms included an agreement to reopen the MOU on March 1, 2016 on the single issue of wage increases, and stipulated that no special wage increases will be implemented without mutual agreement between the City and SEIU. The agreement further stipulated that if no agreement is reached on special wage increases, all SEIU classifications would receive an across the board salary increase of 2% effective the first full pay period after July 1, 2016.

The reopener on March 1, 2016 was intended to coincide with the completion of a Classification and Compensation Study conducted by Koff & Associates, which includes a total compensation survey of the 13-comparator agencies for benchmark positions. While the study narrative has not yet been finalized, the Study concluded that 18 of the 61 classifications in SEIU have a total compensation package below the labor market median.

SEIU represents approximately 148 non-sworn employees across 61 classifications throughout the City. The City's and SEIU's negotiation teams commenced negotiations on April 5, 2016. The parties met four times and reached a Tentative Agreement (TA) on wages on May 25, 2016. SEIU notified the City that the TA was ratified by the membership on May 31, 2016.

Analysis

The Tentative Agreement, Attachment A, is on wages only, between the City and SEIU and, if approved by the City Council, adjusts the salary ranges for all SEIU represented classifications effective July 10, 2016, the first day of the first full pay period in July.

In addition to the previously agreed to 2% across the board adjustment, the Tentative Agreement provides special wage adjustments to correct for positions that are currently below market median total compensation as calculated by Koff and Associates. In most cases the market based adjustments apply to existing classifications with the exception of Account I/II, Information Technology Specialist I/II and Management Analyst I/II. In these instances, Koff recommends the creation of new classifications for existing employees and then a lateral transition to the new classifications. For other classifications, there are instances where Koff recommends new job titles to reflect the current operating structure of the City while also achieving greater consistency with job titles in other cities.

The Tentative Agreement for special wage adjustments is consistent with the City's goal of maintaining a competitive total compensation package to attract and retain quality employees. When surveyed across 13 comparator agencies, Koff & Associates identified 18 of the 61 classifications represented by SEIU as receiving a total compensation package less than market median. Total compensation incorporates all aspects of compensation that accrue to the benefit of an individual employees such as base salary, pension, medical, dental, and paid time off. In order to correct for the under market compensation packages, the Tentative Agreement provides adjustments to classifications ranging from 0.1% to 9.6% as detailed in the Tentative Agreement.

As mentioned earlier, the current MOU between SEIU and the City contains language that provides a 2.0% across the board salary increase. The Tentative Agreement implements the 2% across the board salary increase to ensure that the City maintains its standing in the labor market total compensation. Since the date of Koff & Associates' survey, several comparator cities have provided cost-of-living-adjustments (COLA) to their employees. COLAs are generally intended to offset the impact of inflation on an employee's wages. To arrive at inflation for the Bay Area region, the City relies on calculations by the Federal Bureau of Labor Statistics, specifically the Consumer Price Index – All Urban Consumers. For the 12 month period measured from February 2015 to February 2016, the Consumer Price Index All Urban Consumers for the San Francisco-Oakland-San Jose region was +3.02%.

On June 6, 2016, in accordance with Council's Public Input and Outreach Regarding Labor Negotiations policy, this staff report was posted to provide an opportunity for public comment prior to and during Council's consideration of these amendments on June 21, 2016.

Impact on City Resources

This Tentative Agreement results in new cost to the City totaling \$274,200. Of this amount, \$67,300 is attributed to the special wage adjustments to bring 18 classifications up to market median total compensation. The balance, \$206,900, results from an across the board salary adjustment of 2% which was provided for in the current MOU. Given that the across the board adjustment was contained in the current MOU, \$206,900 is included in the City Manager's proposed 2016-17 budget and 10-year forecast. The balance, \$67,300, will require the use of anticipated operating surplus.

Environmental Review

No environmental review is required.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. Compensation Study
- B. Compensation Study Appendix "I"
- C. Tentative Agreement between the City of Menlo Park and SEIU
- D. Updated City/SEIU MOU Appendix "A"
- E. SEIU Salary Schedule

Report prepared by:

Lenka Diaz, Human Resources Manager

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Compensation Study

City of Menlo Park

March 2016

Koff & Associates

Georg Krammer
Chief Executive Officer

2835 Seventh Street
Berkeley, CA 94710
www.koffassociates.com

E: gkrammer@koffassociates.com

P: 510.658.5633

F: 510.652.5633





BACKGROUND

In June 2015, the City of Menlo Park contracted with Koff & Associates to conduct a comprehensive classification and compensation study for all classifications.

This compensation review process was precipitated by:

- The concern of management and the employee groups that employees should be recognized for the level and scope of work performed and that they are paid on a fair and competitive basis that allows the City to recruit and retain a high-quality staff;
- The desire to have a classification and compensation plan that can meet the needs of the City; and
- The desire to ensure that internal relationships of salaries are based upon objective, non-quantitative evaluation factors, resulting in equity across the City.

STUDY PROCESS

Benchmarking Classifications

The study included approximately one hundred (100) classifications and of those, fifty-eight (58) classifications were selected in order to collect compensation data within the defined labor market. Survey classes that had the most consistent and useful survey data were used as “benchmarks” in building the compensation plan. Benchmark classes are those classes that are tied directly to market salary data during the salary setting process. These classes are used as a means of anchoring the City’s overall compensation plan to the market. Other job classifications not surveyed would be aligned on the proposed compensation plan using internal equity principles.

Survey or benchmark classifications included classes that are reasonably well known, and clearly and concisely described. They are commonly used classes such that other like classes may readily be found in other agencies in order to ensure that sufficient compensation data will be compiled.

These survey classifications included:

1. Accountant II
2. Accounting Assistant II
3. Administrative Assistant
4. Administrative Services Director
5. Assistant City Manager
6. Associate Civil Engineer
7. Associate Planner
8. Building Custodian
9. Building Inspector

10. City Arborist
11. City Clerk
12. Code Enforcement Officer
13. Communications Dispatcher
14. Community Development Director
15. Community Services Director
16. Community Services Officer
17. Construction Inspector
18. Contract Specialist



19. Custodial Services Supervisor
20. Engineering Technician II
21. Environmental Program Specialist
22. Environmental Services Manager
23. Executive Assistant
24. Facilities Maintenance Technician II
25. Facilities Supervisor
26. Finance & Budget Manager
27. Financial Analyst
28. Fleet Supervisor
29. Gymnastics Program Coordinator
30. Housing & Economic Development Manager
31. Human Resources Analyst
32. Human Resources Assistant
33. Human Resources Manager
34. Information Tech Specialist II
35. Information Technology Manager
36. Librarian II
37. Library Assistant II
38. Library Services Director

39. Literacy Program Manager
40. Maintenance Worker II Parks
41. Maintenance Worker II - Streets
42. Maintenance Worker II - Trees
43. Management Analyst
44. Office Assistant
45. Permit Technician
46. Plan Examiner
47. Police Records Specialist
48. Police Services Manager
49. Property and Court Specialist
50. Public Works Director
51. Public Works Maint Supervisor
52. Public Works Superintendent
53. Recreation Program Coordinator
54. Transportation Manager
55. Water Quality Specialist
56. Water System Operator II
57. Water System Supervisor
58. Youth Services Coordinator

When we contact the comparator agencies to identify possible matches for each of the benchmarked classifications, there is an assumption that we will not be able to find comparators that are 100% equivalent to the classifications at the City. Therefore, we do not match based upon job titles, which can often be misleading, but we analyze each class description before we consider it as a comparator. Our methodology is to analyze each class description according to the factors listed on page 6 and we require that a position’s “likeness” be at approximately 70% of the matched position to be included.

When we do not find an appropriate match with one class, we often use “brackets” which can be functional or represent a span in scope of responsibility. A functional bracket means that the job of one classification at the City is performed by two classifications at a comparator agency. A “bracket” representing a span in scope means that the comparator agency has one class that is “bigger” in scope and responsibility and one position that is “smaller,” where the City’s class falls in the middle.

In all, of the fifty-eight (58) benchmarked classifications identified, we were able to collect sufficient data from the comparator agencies for fifty-four (54) benchmark classifications. We consider fewer than four comparison matches to be insufficient for analysis because fewer matches make variations in salaries more significant and results may not accurately reflect the market. Four (4) benchmarked classification had fewer than four comparison matches:

1. Custodial Services Supervisor
2. Environmental Program Specialist
3. Environmental Services Manager



4. Literacy Program Manager

Benchmarking Comparator Agencies

The second, most important step in conducting a market salary study is the determination of appropriate agencies for comparison.

In considering the selection of valid agencies for salary comparator purposes, a number of factors should be taken into consideration:

1. **Organizational type and structure** – We generally recommend that agencies of a similar size, providing similar services to that of the City be used as comparators.
2. **Similarity of population, staff, and operational budgets** – These elements provide guidelines in relation to resources required (staff and funding) and available for the provision of services.
3. **Scope of services provided and geographic location** – Organizations providing the same services are ideal for comparators and most comparator agencies surveyed provide similar services to the City of Menlo Park.
4. **Labor market** – In the reality that is today's labor market, many agencies are in competition for the same pool of qualified employees. Individuals often do not live in the communities they serve. As mentioned above, the geographic labor market area, where the City of Menlo Park may be recruiting from or losing employees to, was taken into consideration when selecting comparator organizations. Furthermore, by selecting employers within a geographic proximity to the City, the resulting labor market data generally reflects the region's cost of living, housing costs, growth rate, and other demographic characteristics to the same extent as competing employers to the City.
5. **Compensation Philosophy** – Does the organization regularly conduct a market survey, and, once completed, how is this information applied? Many agencies pay to the median, some pay to the average, others may pay to a higher percentile. In addition, salary ranges may be set strictly upon market base salary values or may include the total value of salary and benefits when developing a compensation policy.

All of the above elements should be considered in selecting the group of comparator agencies. The City agreed on a list of comparator agencies and the following thirteen (13) agencies were used as comparators for the purposes of this market study:

1. City of Belmont
2. City of Burlingame
3. City of East Palo Alto
4. City of Foster City
5. City of Los Altos
6. City of Mountain View



7. City of Palo Alto
8. City of Redwood City
9. City of San Bruno
10. City of San Mateo
11. City of South San Francisco
12. City of Sunnyvale
13. Town of Los Gatos

Benchmarking Benefit Data Collection

The last element requiring discussion prior to beginning a market survey is the specific benefit data that will be collected and analyzed. The following information was collected for each of the benchmarked classifications:

1. **Monthly Base Salary:** The top of the salary range and/or control point. All figures are presented on a monthly basis.
2. **Employee Retirement** – This includes several figures, 1) the amount of the employee's State retirement contribution that is contributed by each agency, 2) the amount of the agency's Social Security contribution, and 3) any alternative retirement plan, either private or public where the employee's contribution is made by the agency on behalf of the employee.

In addition to the amount of the employer paid member contribution, we collected information on enhanced benefits. The value for each enhanced benefit is based on the midpoint of the impact on total employer contribution rate. For example, the impact on total employer contribution rate for the enhanced benefit of final compensation based on single highest year (CalPERS Optional Benefits Listing Section 20042) ranges from 0.9% to 1.8% for miscellaneous employees. We report the value of single highest year as 1.35%.

Below is a complete listing of the enhanced benefits and values reflected in the total compensation spreadsheets:

- Formulas for Miscellaneous (base formula is 2% at age 55):
 - 2% at age 60 (CalPERS Optional Benefits Listing Section 21354): this formula provides to local miscellaneous members 2% of pay at age 60 for each year of eligible service credited with that employer; midpoint of range = -3.05%
 - 2.5% at age 55 (CalPERS Optional Benefits Listing Section 21354.4): this formula provides to local miscellaneous members 2.5% of pay at age 55 for each year of eligible service credited with that employer; midpoint of range = 4.95%
 - 2.7% at age 55 (CalPERS Optional Benefits Listing Section 21354.5): this formula provides to local miscellaneous members 2.7% of pay at age 55 for each year of eligible service credited with that employer; midpoint of range = 8.05%



- 3% at age 60 (CalPERS Optional Benefits Listing Section 21354.3): this formula provides to local miscellaneous members 3% of pay at age 60 for each year of eligible service credited with that employer; midpoint of range = 9.80%.
- Additional Optional Enhanced Benefit Provisions:
 - One-Year Final Compensation (Section 20042): the period determining the average monthly pay rate when calculating retirement benefits; base period is thirty-six (36) highest paid consecutive months; one-year final compensation is based on twelve (12) months highest paid consecutive months; midpoint of range for miscellaneous = 1.35%.
 - Employer Paid Member Contribution (Section 20636(c)(4)): the reporting of the value of the employer paid member contribution to CalPERS as special compensation; average value = employer paid member contribution multiplied by employer paid member contribution.

The point of comparison to capture pension benefits was the classic tier at the City, as well as the comparator agencies. This means that for agencies with a multi-tier retirement system, the tier was captured that is currently available to classic members transferring from another PERS-agency to the City.

3. **Insurance** – This is the maximum amount paid by the agency for employees and dependents for a cafeteria or flexible benefit plan and/or health, dental, vision, life, long-term and short-term disability, and employee assistance insurance.
4. **Leave** – Other than sick leave, which is usage-based, the number of days off for which the agency is obligated. All days have been translated into direct salary costs.
 - **Vacation** – The number of vacation days available to all employees after five years of employment.
 - **Holidays** – The number of holidays (including floating) available to employees on an annual basis.
 - **Administrative/Personal Leave** – Administrative leave is normally the number of days available to management to reward for extraordinary effort (in lieu of overtime). Personal leave may be available to other groups of employees to augment vacation or other time off.
5. **Automobile** – This category includes either the provision of an auto allowance or the provision of an auto for personal use. If a car is provided to any classification for commuting and other personal use, the average monthly rate is estimated at \$450.
6. **Deferred Compensation** – We captured deferred compensation provided to all members of a classification with or without the requirement for an employee to provide a matching or minimum contribution.
7. **Other** – This category includes any additional benefits available to all in the class.



Please note that all of the above benefit elements are negotiated benefits provided to all members of each comparator class. As such, they represent an on-going cost for which an agency must budget. Other benefit costs, such as sick leave, tuition reimbursement, and reimbursable mileage are usage-based and cannot be quantified on an individual employee basis.

Data Collection

Data was collected during the months of January through March, 2016, through websites, planned telephone conversations with human resources, accounting, and/or finance personnel at each comparator agency, and careful review of agency documentation of classification descriptions, memoranda of understanding, organization charts, and other documents.

We believe that the salary data collection step is the most critical for maintaining the overall credibility of any study. We rely very heavily on the City's classification descriptions developed and approved during the classification part of the study, as they are the foundation for our comparison. Personnel staff of the comparator agencies were interviewed by telephone, whenever possible, to understand their organizational structure and possible classification matches.

In identifying appropriate comparisons for the City's classifications, we use the same factors and criteria that we analyze when updating the City's classification plan structure and determining the proper allocation of each position during the classification study process. Factors that we consider include:

- Education and experience requirements;
- Knowledge, abilities, and skills required to perform the work;
- The scope and complexity of the work;
- The authority delegated to make decisions and take action;
- The responsibility for the work of others, program administration, and for budget dollars;
- Problem solving/ingenuity;
- Contacts with others (both inside and outside of the organization);
- Consequences of action and decisions; and
- Working conditions.

For each surveyed class, there are three (3) information pages:

- Market Base (Top Step) Salary Summary Data
- Benefit Detail (Monthly Equivalent Values)
- Monthly Total Compensation Cost Summary Data

Our analysis includes the mean (average), and median (midpoint), comparator data for each benchmarked classification (assuming we were able to identify at least four (4) matches). Our firm recommends reviewing the median, rather than the average, when evaluating the data. The median is the exact midpoint of all the market data we collected, with 50% of market data below and 50% of market data



above. We recommend using the median methodology because it is not skewed by extremely high or low salary values (unlike the mean).

MARKET COMPENSATION FINDINGS

Overall, the market results show that the City's base salaries are 0.9% above market with a variance for individual classifications of 22.4% below market to 13.2% above market. Of the 58 benchmark classifications surveyed, 29 fall within 5% of the market median (+/-), which we consider competitive with the market. Thirteen classifications fall below the market median and twelve fall above the market median. As mentioned above, four classifications yielded insufficient market data.

Total compensation results show that the City falls 0.5% above market when taking the median of all benchmark classifications combined.

Overall, these differences between market base salaries and total compensation indicate that the City's benefits package, in terms of cost, is competitive with the market since the difference between base salaries and total compensation is less than half a percentage point.

USING MARKET DATA AND THIS REPORT AS A TOOL

We wish to point out that our findings in the market study are meant to be a tool for the City to create and implement an equitable compensation plan. Compensation strategies are designed to attract and retain excellent staff. However, financial realities and the City's expectations may also come into play when determining appropriate compensation philosophies and strategies. The collected data represents a market survey that will give the City an instrument to make future compensation decisions.

It has been a pleasure working with City of Menlo Park on this critical project. Please do not hesitate to contact us if we can provide any additional information or clarification regarding the data or this memo.

Sincerely,

Georg Krammer
Chief Executive Officer
Koff & Associates

Menlo Park
Appendix I - Results Summary
May 2016

	Classification	Top Monthly Salary Data					Total Monthly Compensation Data					# of Matches	Bargaining Unit
		Top Monthly Salary	Average	% above or below	Median	% above or below	Total Monthly Comp	Average	% above or below	Median	% above or below		
1	Accountant	\$7,339	\$7,602	-3.6%	\$7,549	-2.9%	\$10,380	\$11,159	-7.5%	\$11,380	-9.6%	12	SEIU
2	Accounting Assistant II	\$5,681	\$5,563	2.1%	\$5,823	-2.5%	\$8,578	\$8,506	0.8%	\$8,583	-0.1%	13	SEIU
3	Administrative Assistant	\$6,521	\$5,984	8.2%	\$5,663	13.2%	\$9,491	\$8,980	5.4%	\$9,146	3.6%	10	SEIU
4	Associate Civil Engineer	\$9,959	\$9,232	7.3%	\$9,474	4.9%	\$13,229	\$12,909	2.4%	\$13,067	1.2%	12	SEIU
5	Associate Planner	\$8,813	\$8,020	9.0%	\$8,147	7.6%	\$11,983	\$11,516	3.9%	\$11,676	2.6%	12	SEIU
6	Building Custodian	\$5,681	\$4,673	17.7%	\$4,822	15.1%	\$8,578	\$7,386	13.9%	\$7,511	12.4%	6	SEIU
7	Building Inspector	\$8,540	\$7,766	9.1%	\$7,758	9.2%	\$11,687	\$11,086	5.1%	\$10,933	6.5%	13	SEIU
8	City Arborist	\$7,886	\$8,624	-9.4%	\$8,782	-11.4%	\$10,982	\$12,266	-11.7%	\$12,340	-12.4%	7	AFSCME
9	Code Enforcement Officer	\$7,339	\$7,270	0.9%	\$7,212	1.7%	\$10,380	\$10,626	-2.4%	\$10,339	0.4%	9	SEIU
10	Communications Dispatcher	\$7,339	\$7,424	-1.2%	\$7,483	-2.0%	\$10,380	\$10,560	-1.7%	\$10,530	-1.4%	12	SEIU
11	Community Services Officer	\$6,094	\$5,898	3.2%	\$5,981	1.9%	\$9,027	\$8,921	1.2%	\$8,794	2.6%	11	SEIU
12	Construction Inspector	\$8,057	\$7,415	8.0%	\$7,469	7.3%	\$11,161	\$10,925	2.1%	\$10,879	2.5%	10	SEIU
13	Contracts Specialist	\$6,094	\$6,500	-6.7%	\$6,464	-6.1%	\$9,027	\$9,765	-8.2%	\$9,536	-5.6%	4	SEIU
14	Custodial Services Supervisor	\$5,968	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	\$8,885	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	2	AFSCME
15	Engineering Technician II	\$7,517	\$6,664	11.4%	\$6,678	11.2%	\$10,574	\$9,886	6.5%	\$9,628	8.9%	12	SEIU
16	Environmental Program Specialist	\$6,228	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	\$9,172	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	2	SEIU
17	Environmental Services Manager	\$9,075	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	\$12,283	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	2	AFSCME
18	Executive Assistant	\$6,521	\$6,561	-0.6%	\$6,556	-0.5%	\$9,491	\$9,638	-1.6%	\$9,359	1.4%	11	CONFIDENTIAL
19	Facilities Maintenance Technician II	\$6,094	\$5,954	2.3%	\$5,992	1.7%	\$9,027	\$8,983	0.5%	\$8,856	1.9%	13	SEIU
20	Facilities Supervisor	\$7,886	\$8,692	-10.2%	\$8,860	-12.4%	\$10,982	\$12,304	-12.0%	\$12,433	-13.2%	5	AFSCME
21	Financial Analyst	\$8,057	\$8,536	-6.0%	\$8,539	-6.0%	\$11,161	\$11,928	-6.9%	\$12,375	-10.9%	10	SEIU
22	Fleet Supervisor	\$7,886	\$9,023	-14.4%	\$9,148	-16.0%	\$10,982	\$12,541	-14.2%	\$12,635	-15.0%	4	AFSCME
23	Gymnastics Program Coordinator	\$6,248	\$5,915	5.3%	\$5,995	4.1%	\$9,192	\$8,932	2.8%	\$9,055	1.5%	12	AFSCME
24	Human Resources Analyst	\$8,288	\$8,110	2.2%	\$8,024	3.2%	\$11,422	\$11,596	-1.5%	\$11,499	-0.7%	10	CONFIDENTIAL
25	Human Resources Assistant	\$5,306	\$6,468	-21.9%	\$6,319	-19.1%	\$8,161	\$9,425	-15.5%	\$9,277	-13.7%	10	CONFIDENTIAL
26	Information Tech Specialist II	\$6,834	\$7,060	-3.8%	\$6,572	3.8%	\$9,831	\$10,250	-4.3%	\$10,138	-3.1%	8	SEIU
27	Librarian II	\$7,005	\$6,699	4.4%	\$6,700	4.4%	\$10,017	\$9,807	2.1%	\$9,723	2.9%	9	SEIU
28	Library Assistant II	\$6,306	\$5,155	2.9%	\$5,297	0.2%	\$8,169	\$8,056	1.4%	\$8,129	0.5%	9	SEIU
29	Literacy Program Manager	\$7,182	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	\$10,213	Insufficient Data	Insufficient Data	Insufficient Data	Insufficient Data	3	AFSCME
30	Maintenance Worker II Parks	\$5,815	\$5,708	1.8%	\$5,620	3.4%	\$8,723	\$8,695	0.3%	\$8,492	2.7%	13	SEIU
31	Maintenance Worker II - Streets	\$5,815	\$5,564	4.3%	\$5,611	3.5%	\$8,723	\$8,520	2.3%	\$8,480	2.8%	12	SEIU
32	Maintenance Worker II - Trees	\$5,815	\$5,985	-2.9%	\$6,074	-4.4%	\$8,723	\$9,088	-4.2%	\$8,700	0.3%	9	SEIU
33	Management Analyst	\$8,057	\$8,642	-7.3%	\$8,539	-6.0%	\$11,161	\$12,121	-8.6%	\$12,211	-9.4%	12	SEIU
34	Office Assistant	\$4,734	\$4,896	-3.4%	\$4,943	-4.4%	\$7,547	\$7,704	-2.1%	\$7,578	-0.4%	12	SEIU
35	Permit Technician	\$5,948	\$6,277	-5.5%	\$6,389	-7.4%	\$8,868	\$9,452	-6.6%	\$9,273	-4.6%	9	SEIU
36	Plan Examiner	\$10,053	\$9,313	7.4%	\$9,220	8.3%	\$13,332	\$12,407	6.9%	\$12,346	7.4%	4	SEIU
37	Police Records Specialist	\$5,815	\$5,435	6.5%	\$5,413	6.9%	\$8,723	\$8,479	2.8%	\$8,419	3.5%	12	SEIU
38	Police Services Manager	\$10,223	\$9,632	5.8%	\$9,379	8.3%	\$13,539	\$13,490	0.4%	\$13,346	1.4%	8	AFSCME
39	Property and Court Specialist	\$6,094	\$5,855	3.9%	\$5,390	11.6%	\$9,027	\$9,018	0.1%	\$8,373	7.2%	6	SEIU
40	Public Works Maint Supervisor	\$7,886	\$8,393	-6.4%	\$8,413	-6.7%	\$11,024	\$11,895	-7.9%	\$11,793	-7.0%	8	AFSCME
41	Public Works Superintendent	\$9,488	\$11,393	-20.1%	\$11,616	-22.4%	\$14,357	\$14,982	-4.4%	\$15,232	-6.1%	6	AFSCME
42	Recreation Program Coordinator	\$6,248	\$6,217	0.5%	\$6,046	3.2%	\$9,192	\$9,254	-0.7%	\$9,146	0.5%	11	AFSCME
43	Water Quality Specialist	\$7,159	\$6,776	5.4%	\$6,783	5.3%	\$10,185	\$9,966	2.1%	\$9,560	6.1%	6	SEIU
44	Water System Operator II	\$5,948	\$6,249	-5.1%	\$6,052	-1.7%	\$8,868	\$9,295	-4.8%	\$9,263	-4.5%	6	SEIU
45	Water System Supervisor	\$8,263	\$8,507	-2.9%	\$8,344	-1.0%	\$11,395	\$12,168	-6.8%	\$11,783	-3.4%	6	AFSCME
46	Youth Services Coordinator	\$6,248	\$6,126	2.0%	\$6,046	3.2%	\$9,192	\$9,135	0.6%	\$9,146	0.5%	11	AFSCME
			Median	1.9%	Median	1.8%		Median	-0.3%	Median	0.5%		

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City/SEIU Negotiations | 2016

Tentative Agreement – Article 7: Pay Rates and Practices

Effective the first full pay period after July 1, 2016, the following job classifications shall receive the following market based adjustments:

<u>Job Title</u>	<u>% Adjustment to Base Salary</u>
Office Assistant	0.4%
Senior Office Assistant	0.4%
Administrative Assistant	0.4%
Contract Specialist	5.6%
Management Analyst I	9.4%
Management Analyst II	9.4%
Permit Technician	4.6%
Planning Technician	4.6%
Accounting Assistant I	0.1%
Accounting Assistant II	0.1%
Accountant I	9.6%
Accountant II	9.6%
Water System Operator II	4.5%
Communications Dispatcher	1.4%
Communications Training Dispatcher	1.4%
Senior Communications Dispatcher	1.4%
IT Specialist I	3.1%
IT Specialist II	3.1%

Effective the first full pay period after July 1, 2016, all classifications will receive an overall wage adjustment of 2.0%.

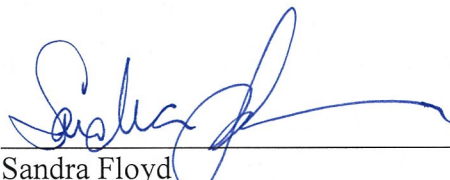
Further, the parties agree to meet and discuss all SEIU job description modifications at a later date.

FOR CITY:

FOR SEIU:



 Nick Pegueros
 Administrative Services Director



 Sandra Floyd
 Internal Organizer, SEIU Local 521

5/25/16

 Date

5/25/16

 Date

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SEIU MOU APPENDIX "A"
Effective July 10, 2016

CLASSIFICATIONS REPRESENTATED BY LOCAL 521, SERVICE EMPLOYEES INTERNATIONAL UNION, CTW, CLC

Accountant	Library Assistant I
Accountant I	Library Assistant II
Accountant II	Library Assistant III
Accounting Assistant I	Library Clerk
Accounting Assistant II	Library Page
Administrative Assistant	Maintenance Worker I
Assistant Engineer	Maintenance Worker II
Assistant Planner	Management Analyst I
Associate Civil Engineer	Night Clerk
Associate Planner	Office Assistant
Associate Transportation Engineer	Parking Enforcement Officer
Building Custodian	Permit Technician
Building Inspector	Plan Check Engineer
Child Care Teacher I	Planning Technician
Child Care Teacher II	Police Records Specialist
Child Care Teacher's Aide	Program Aide/Driver
Code Enforcement Officer	Program Assistant
Communications Dispatcher	Property and Court Specialist
Communications Training Dispatcher	Recreation Aide
Community Development Technician	Recreation Leader
Community Service Officer	Red Light Photo Enforcement Specialist
Construction Inspector	Senior Communications Dispatcher
Contracts Specialist	Senior Engineering Technician
Deputy City Clerk	Senior Facilities Maintenance Technician
Engineering Technician I	Senior Library Page
Engineering Technician II	Senior Maintenance Worker
Equipment Mechanic	Senior Office Assistant
Executive Assistant	Senior Planner
Facilities Maintenance Technician I	Senior Police Records Specialist
Facilities Maintenance Technician II	Senior Recreation Leader
Gymnastics Instructor	Senior Water System Operator
Information Technology Specialist I	Sustainability Specialist
Information Technology Specialist II	Transportation Demand Management Coordinator
Junior Engineer	Water Quality Specialist
Librarian I	Water System Operator II
Librarian II	

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City of Menlo Park
SEIU Salary Schedule
Effective Pay Period Beginning July 10, 2016

ATTACHMENT E

Current Classification Title	New Classification Title	Hours	Minimum (Step A)	Step B	Step C	Step D	Maximum (Step E)
Accountant		2,080	\$ 74,597.00	\$ 78,123.00	\$ 81,808.00	\$ 85,743.00	\$ 89,829.00
		80	2,869.12	3,004.73	3,146.46	3,297.81	3,454.96
		1	35.8639	37.5591	39.3308	41.2226	43.1870
NEW	Accountant I	2,080	\$ 74,645.00	\$ 78,378.00	\$ 82,297.00	\$ 86,412.00	\$ 90,733.00
		80	2,870.96	3,014.53	3,165.26	3,323.53	3,489.72
		1	35.8870	37.6817	39.5658	41.5442	43.6216
NEW	Accountant II	2,080	\$ 81,758.00	\$ 85,623.00	\$ 89,662.00	\$ 93,974.00	\$ 98,453.00
		80	3,144.53	3,293.19	3,448.53	3,614.38	3,786.64
		1	39.3067	41.1649	43.1067	45.1798	47.3331
Accounting Assistant I		2,080	\$ 52,934.00	\$ 55,443.00	\$ 58,003.00	\$ 60,713.00	\$ 63,522.00
		80	2,035.92	2,132.41	2,230.88	2,335.11	2,443.15
		1	25.4490	26.6552	27.8860	29.1889	30.5394
Accounting Assistant II		2,080	\$ 58,003.00	\$ 60,713.00	\$ 63,522.00	\$ 66,491.00	\$ 69,611.00
		80	2,230.88	2,335.11	2,443.15	2,557.34	2,677.34
		1	27.8860	29.1889	30.5394	31.9668	33.4668
Administrative Assistant	Executive Assistant	2,080	\$ 66,425.00	\$ 69,542.00	\$ 72,809.00	\$ 76,234.00	\$ 79,819.00
		80	2,554.80	2,674.68	2,800.34	2,932.07	3,069.96
		1	31.9350	33.4336	35.0043	36.6509	38.3745
Assistant Engineer		2,080	\$ 90,030.00	\$ 94,320.00	\$ 98,830.00	\$ 103,548.00	\$ 108,481.00
		80	3,462.68	3,627.68	3,801.15	3,982.60	4,172.34
		1	43.2836	45.3461	47.5144	49.7826	52.1543
Assistant Planner		2,080	\$ 81,571.00	\$ 85,407.00	\$ 89,501.00	\$ 93,766.00	\$ 98,245.00
		80	3,137.34	3,284.88	3,442.34	3,606.38	3,778.64
		1	39.2168	41.0610	43.0293	45.0798	47.2331
NEW	Associate Engineer	2,080	\$ 95,465.00	\$ 100,239.00	\$ 105,251.00	\$ 110,514.00	\$ 116,040.00
		80	3,671.72	3,855.34	4,048.11	4,250.53	4,463.07
		1	45.8966	48.1918	50.6014	53.1317	55.7884
Associate Engineer	Associate Civil Engineer	2,080	\$ 101,021.00	\$ 105,857.00	\$ 110,903.00	\$ 116,261.00	\$ 121,893.00
		80	3,885.41	4,071.41	4,265.49	4,471.57	4,688.19
		1	48.5677	50.8927	53.3187	55.8947	58.6024
Associate Planner		2,080	\$ 89,501.00	\$ 93,766.00	\$ 98,245.00	\$ 102,946.00	\$ 107,873.00
		80	3,442.34	3,606.38	3,778.64	3,959.45	4,148.96
		1	43.0293	45.0798	47.2331	49.4932	51.8620
Building Custodian I	Building Custodian	2,080	\$ 52,881.00	\$ 55,388.00	\$ 57,945.00	\$ 60,652.00	\$ 63,459.00
		80	2,033.88	2,130.30	2,228.64	2,332.76	2,440.72
		1	25.4235	26.6288	27.8581	29.1596	30.5091
Building Custodian II	DELETE	2,080	\$ 56,808.00	\$ 59,462.31	\$ 62,214.22	\$ 65,122.10	\$ 68,177.60
Building Inspector		2,080	\$ 86,717.00	\$ 90,887.00	\$ 95,219.00	\$ 99,771.00	\$ 104,535.00
		80	3,335.26	3,495.64	3,662.26	3,837.34	4,020.57
		1	41.6908	43.6956	45.7783	47.9668	50.2572
Child Care Teacher - Title 22	Child Care Teacher I	2,080	\$ 47,317.00	\$ 49,463.00	\$ 51,703.00	\$ 54,059.00	\$ 56,616.00
		80	1,819.88	1,902.41	1,988.57	2,079.19	2,177.53
		1	22.7485	23.7802	24.8572	25.9899	27.2192
Child Care Teacher - Title 5	Child Care Teacher II	2,080	\$ 52,881.00	\$ 55,388.00	\$ 57,945.00	\$ 60,652.00	\$ 63,459.00
		80	2,033.88	2,130.30	2,228.64	2,332.76	2,440.72
		1	25.4235	26.6288	27.8581	29.1596	30.5091
City Service Officer	Parking Enforcement Officer	2,080	\$ 54,059.00	\$ 56,616.00	\$ 59,144.00	\$ 62,030.00	\$ 64,947.00
		80	2,079.19	2,177.53	2,274.76	2,385.76	2,497.96
		1	25.9899	27.2192	28.4346	29.8221	31.2245
Code Enforcement Officer		2,080	\$ 74,597.00	\$ 78,123.00	\$ 81,808.00	\$ 85,743.00	\$ 89,829.00
		80	2,869.11	3,004.72	3,146.45	3,297.80	3,454.96
		1	35.8639	37.5591	39.3307	41.2225	43.1870
Communications Officer	Communications Dispatcher	2,080	\$ 75,641.00	\$ 79,217.00	\$ 82,954.00	\$ 86,943.00	\$ 91,087.00
		80	2,909.26	3,046.80	3,190.53	3,343.96	3,503.34
		1	36.3658	38.0850	39.8817	41.7995	43.7918
Communications Training Officer	Communications Training Dispatcher	2,080	\$ 79,217.00	\$ 82,954.00	\$ 86,943.00	\$ 91,087.00	\$ 95,442.00
		80	3,046.80	3,190.53	3,343.96	3,503.34	3,670.84
		1	38.0850	39.8817	41.7995	43.7918	45.8855
Community Development Technician		2,080	\$ 60,652.00	\$ 63,459.00	\$ 66,425.00	\$ 69,542.00	\$ 72,809.00
		80	2,332.76	2,440.72	2,554.80	2,674.68	2,800.34
		1	29.1596	30.5091	31.9350	33.4336	35.0043
Community Service Officer		2,080	\$ 62,030.00	\$ 64,947.00	\$ 67,955.00	\$ 71,180.00	\$ 74,597.00
		80	2,385.76	2,497.96	2,613.64	2,737.68	2,869.11
		1	29.8221	31.2245	32.6706	34.2211	35.8639
NEW	Information Technology Specialist I	2,080	\$ 64,528.00	\$ 67,755.00	\$ 71,143.00	\$ 74,701.00	\$ 78,437.00
		80	2,481.84	2,605.96	2,736.26	2,873.11	3,016.80

City of Menlo Park
SEIU Salary Schedule
Effective Pay Period Beginning July 10, 2016

Current Classification Title	New Classification Title	Hours	Minimum (Step A)	Step B	Step C	Step D	Maximum (Step E)
		1	31.0230	32.5745	34.2033	35.9139	37.7100
Computer Support Technician	Information Technology Specialist II	2,080	\$ 71,697.00	\$ 75,066.00	\$ 78,597.00	\$ 82,293.00	\$ 86,239.00
		80	2,757.57	2,887.15	3,022.96	3,165.11	3,316.88
		1	34.4697	36.0894	37.7870	39.5639	41.4610
Construction Inspector		2,080	\$ 81,808.00	\$ 85,743.00	\$ 89,829.00	\$ 94,124.00	\$ 98,618.00
		80	3,146.45	3,297.80	3,454.96	3,620.15	3,793.00
		1	39.3307	41.2225	43.1870	45.2519	47.4125
Contract Specialist	Contracts Specialist	2,080	\$ 65,504.00	\$ 68,584.00	\$ 71,760.00	\$ 75,166.00	\$ 78,774.00
		80	2,519.38	2,637.84	2,760.00	2,891.00	3,029.76
		1	31.4923	32.9730	34.5000	36.1375	37.8721
Deputy City Clerk		2,080	\$ 67,947.00	\$ 71,180.00	\$ 74,597.00	\$ 78,123.00	\$ 81,808.00
		80	2,613.34	2,737.68	2,869.11	3,004.72	3,146.45
		1	32.6668	34.2211	35.8639	37.5591	39.3307
Development Services Technician	Permit Technician	2,080	\$ 63,442.00	\$ 66,378.00	\$ 69,481.00	\$ 72,741.00	\$ 76,158.00
		80	2,440.07	2,553.00	2,672.34	2,797.72	2,929.15
		1	30.5009	31.9125	33.4043	34.9716	36.6144
Engineering Technician I		2,080	\$ 68,194.00	\$ 71,352.00	\$ 74,739.00	\$ 78,326.00	\$ 82,029.00
		80	2,622.84	2,744.30	2,874.57	3,012.53	3,154.96
		1	32.7855	34.3038	35.9322	37.6567	39.4370
Engineering Technician II		2,080	\$ 76,449.00	\$ 80,046.00	\$ 83,810.00	\$ 87,828.00	\$ 92,013.00
		80	2,940.34	3,078.68	3,223.45	3,378.00	3,538.96
		1	36.7543	38.4836	40.2932	42.2250	44.2370
Environmental Programs Specialist	Sustainability Specialist	2,080	\$ 63,459.00	\$ 66,425.00	\$ 69,542.00	\$ 72,809.00	\$ 76,234.00
		80	2,440.72	2,554.80	2,674.68	2,800.34	2,932.07
		1	30.5091	31.9350	33.4336	35.0043	36.6509
Equipment Mechanic		2,080	\$ 67,947.00	\$ 71,180.00	\$ 74,597.00	\$ 78,123.00	\$ 81,808.00
		80	2,613.34	2,737.68	2,869.11	3,004.72	3,146.45
		1	32.6668	34.2211	35.8639	37.5591	39.3307
Financial Analyst	DELETE	2,080	\$ 80,203.74	\$ 84,060.92	\$ 88,067.21	\$ 92,277.88	\$ 96,683.61
Gymnastics Instructor		2,080	\$ 37,882.00	\$ 39,596.00	\$ 41,384.00	\$ 43,231.00	\$ 45,219.00
		80	1,457.00	1,522.92	1,591.68	1,662.72	1,739.19
		1	18.2125	19.0365	19.8961	20.7841	21.7399
NEW	Junior Engineer	2,080	\$ 72,626.55	\$ 76,257.88	\$ 80,070.77	\$ 84,074.31	\$ 88,278.03
		80	2,793.32	2,932.99	3,079.64	3,233.62	3,395.30
		1	34.9166	36.6624	38.4955	40.4203	42.4413
Lead Communications Officer	Senior Communications Dispatcher	2,080	\$ 82,954.00	\$ 86,943.00	\$ 91,087.00	\$ 95,442.00	\$ 99,998.00
		80	3,190.53	3,343.96	3,503.34	3,670.84	3,846.07
		1	39.8817	41.7995	43.7918	45.8855	48.0759
Librarian I		2,080	\$ 63,459.00	\$ 66,425.00	\$ 69,542.00	\$ 72,809.00	\$ 76,234.00
		80	2,440.72	2,554.80	2,674.68	2,800.34	2,932.07
		1	30.5091	31.9350	33.4336	35.0043	36.6509
Librarian II		2,080	\$ 71,180.00	\$ 74,597.00	\$ 78,123.00	\$ 81,808.00	\$ 85,743.00
		80	2,737.68	2,869.11	3,004.72	3,146.45	3,297.80
		1	34.2211	35.8639	37.5591	39.3307	41.2225
Library Assistant I		2,080	\$ 49,463.00	\$ 51,703.00	\$ 54,059.00	\$ 56,616.00	\$ 59,223.00
		80	1,902.41	1,988.57	2,079.19	2,177.53	2,277.80
		1	23.7802	24.8572	25.9899	27.2192	28.4725
Library Assistant II		2,080	\$ 54,059.00	\$ 56,815.00	\$ 59,144.00	\$ 62,030.00	\$ 64,947.00
		80	2,079.19	2,185.19	2,274.76	2,385.76	2,497.96
		1	25.9899	27.3149	28.4346	29.8221	31.2245
Library Assistant III		2,080	\$ 59,144.00	\$ 62,030.00	\$ 64,947.00	\$ 67,955.00	\$ 71,180.00
		80	2,274.76	2,385.76	2,497.96	2,613.64	2,737.68
		1	28.4346	29.8221	31.2245	32.6706	34.2211
Library Clerk		2,080	\$ 34,674.00	\$ 36,242.00	\$ 37,882.00	\$ 39,596.00	\$ 41,384.00
		80	1,333.60	1,393.92	1,457.00	1,522.92	1,591.68
		1	16.6701	17.4240	18.2125	19.0365	19.8961
Library Page		2,080	\$ 25,437.00	\$ 26,586.00	\$ 27,790.00	\$ 29,048.00	\$ 30,363.00
		80	978.34	1,022.53	1,068.84	1,117.22	1,167.80
		1	12.2293	12.7817	13.3605	13.9653	14.5975
Literacy Assistant	DELETE	2,080	\$ 43,231.00	\$ 45,219.00	\$ 47,317.00	\$ 49,463.00	\$ 51,703.00
Maintenance I - Building Maintenance	Facilities Maintenance Technician I	2,080	\$ 56,616.00	\$ 59,223.00	\$ 62,030.00	\$ 64,947.00	\$ 67,955.00
		80	2,177.53	2,277.80	2,385.76	2,497.96	2,613.64
		1	27.2192	28.4725	29.8221	31.2245	32.6706
Maintenance I - Community Services	Maintenance Worker I	2,080	\$ 54,059.00	\$ 56,616.00	\$ 59,144.00	\$ 62,030.00	\$ 64,947.00
		80	2,079.19	2,177.53	2,274.76	2,385.76	2,497.96
		1	25.9899	27.2192	28.4346	29.8221	31.2245

City of Menlo Park
SEIU Salary Schedule
Effective Pay Period Beginning July 10, 2016

Current Classification Title	New Classification Title	Hours	Minimum (Step A)	Step B	Step C	Step D	Maximum (Step E)
Maintenance I - Parks	Maintenance Worker I	2,080	\$ 54,059.00	\$ 56,616.00	\$ 59,144.00	\$ 62,030.00	\$ 64,947.00
		80	2,079.19	2,177.53	2,274.76	2,385.76	2,497.96
		1	25.9899	27.2192	28.4346	29.8221	31.2245
Maintenance I - Streets	Maintenance Worker I	2,080	\$ 54,059.00	\$ 56,616.00	\$ 59,144.00	\$ 62,030.00	\$ 64,947.00
		80	2,079.19	2,177.53	2,274.76	2,385.76	2,497.96
		1	25.9899	27.2192	28.4346	29.8221	31.2245
Maintenance I - Trees	Maintenance Worker I	2,080	\$ 54,059.00	\$ 56,616.00	\$ 59,144.00	\$ 62,030.00	\$ 64,947.00
		80	2,079.19	2,177.53	2,274.76	2,385.76	2,497.96
		1	25.9899	27.2192	28.4346	29.8221	31.2245
Maintenance I - Water	Maintenance Worker I	2,080	\$ 54,059.00	\$ 56,616.00	\$ 59,144.00	\$ 62,030.00	\$ 64,947.00
		80	2,079.19	2,177.53	2,274.76	2,385.76	2,497.96
		1	25.9899	27.2192	28.4346	29.8221	31.2245
Maintenance II - Building Maintenance	Facilities Maintenance Technician II	2,080	\$ 62,030.00	\$ 64,947.00	\$ 67,955.00	\$ 71,180.00	\$ 74,597.00
		80	2,385.76	2,497.96	2,613.64	2,737.68	2,869.11
		1	29.8221	31.2245	32.6706	34.2211	35.8639
Maintenance II - Parks	Maintenance Worker II	2,080	\$ 59,144.00	\$ 62,030.00	\$ 64,947.00	\$ 67,955.00	\$ 71,180.00
		80	2,274.76	2,385.76	2,497.96	2,613.64	2,737.68
		1	28.4346	29.8221	31.2245	32.6706	34.2211
Maintenance II - Streets	Maintenance Worker II	2,080	\$ 59,144.00	\$ 62,030.00	\$ 64,947.00	\$ 67,955.00	\$ 71,180.00
		80	2,274.76	2,385.76	2,497.96	2,613.64	2,737.68
		1	28.4346	29.8221	31.2245	32.6706	34.2211
Maintenance II - Trees	Maintenance Worker II	2,080	\$ 59,144.00	\$ 62,030.00	\$ 64,947.00	\$ 67,955.00	\$ 71,180.00
		80	2,274.76	2,385.76	2,497.96	2,613.64	2,737.68
		1	28.4346	29.8221	31.2245	32.6706	34.2211
Maintenance III - Building Maintenance	Senior Facilities Maintenance Technician	2,080	\$ 67,947.00	\$ 71,180.00	\$ 74,597.00	\$ 78,123.00	\$ 81,808.00
		80	2,613.34	2,737.68	2,869.11	3,004.72	3,146.45
		1	32.6668	34.2211	35.8639	37.5591	39.3307
Maintenance III - Parks	Senior Maintenance Worker	2,080	\$ 67,947.00	\$ 71,180.00	\$ 74,597.00	\$ 78,123.00	\$ 81,808.00
		80	2,613.34	2,737.68	2,869.11	3,004.72	3,146.45
		1	32.6668	34.2211	35.8639	37.5591	39.3307
Maintenance III - Streets	Senior Maintenance Worker	2,080	\$ 67,947.00	\$ 71,180.00	\$ 74,597.00	\$ 78,123.00	\$ 81,808.00
		80	2,613.34	2,737.68	2,869.11	3,004.72	3,146.45
		1	32.6668	34.2211	35.8639	37.5591	39.3307
Maintenance III - Trees	Senior Maintenance Worker	2,080	\$ 67,947.00	\$ 71,180.00	\$ 74,597.00	\$ 78,123.00	\$ 81,808.00
		80	2,613.34	2,737.68	2,869.11	3,004.72	3,146.45
		1	32.6668	34.2211	35.8639	37.5591	39.3307
Maintenance III - Water	Senior Water System Operator	2,080	\$ 67,947.00	\$ 71,180.00	\$ 74,597.00	\$ 78,123.00	\$ 81,808.00
		80	2,613.34	2,737.68	2,869.11	3,004.72	3,146.45
		1	32.6668	34.2211	35.8639	37.5591	39.3307
NEW	Management Analyst I	2,080	\$ 78,311.00	\$ 82,227.00	\$ 86,339.00	\$ 90,656.00	\$ 95,189.00
		80	3,011.96	3,162.57	3,320.72	3,486.76	3,661.11
		1	37.6495	39.5322	41.5091	43.5846	45.7639
Management Analyst	Management Analyst II (re-designated AFSCME)	2,080	\$ 89,498.00	\$ 93,802.00	\$ 98,273.00	\$ 102,972.00	\$ 107,888.00
		80	3,442.22	3,607.76	3,779.72	3,960.45	4,149.53
		1	43.0278	45.0971	47.2466	49.5057	51.8692
Night Clerk		2,080	\$ 37,107.00	\$ 38,786.00	\$ 40,523.00	\$ 42,312.00	\$ 44,250.00
		80	1,427.19	1,491.76	1,558.57	1,627.38	1,701.92
		1	17.8399	18.6471	19.4822	20.3423	21.2740
Office Assistant I	DELETE	2,080	\$ 42,382.70	\$ 44,332.29	\$ 46,388.78	\$ 48,492.91	\$ 50,688.66
Office Assistant II	Office Assistant	2,080	\$ 48,579.00	\$ 50,794.00	\$ 53,093.00	\$ 55,609.00	\$ 58,177.00
		80	1,868.41	1,953.60	2,042.03	2,138.80	2,237.57
		1	23.3552	24.4201	25.5254	26.7350	27.9697
Office Assistant III	Senior Office Assistant	2,080	\$ 53,093.00	\$ 55,609.00	\$ 58,177.00	\$ 60,895.00	\$ 63,713.00
		80	2,042.03	2,138.80	2,237.57	2,342.11	2,450.49
		1	25.5254	26.7350	27.9697	29.2764	30.6312
Plan Checker	Plan Check Engineer	2,080	\$ 101,983.00	\$ 106,865.00	\$ 111,959.00	\$ 117,368.00	\$ 123,053.00
		80	3,922.41	4,110.19	4,306.11	4,514.15	4,732.80
		1	49.0302	51.3774	53.8264	56.4269	59.1600
Planning Technician		2,080	\$ 72,741.00	\$ 76,158.00	\$ 79,741.00	\$ 83,491.00	\$ 87,494.00
		80	2,797.72	2,929.15	3,066.96	3,211.19	3,365.15
		1	34.9716	36.6144	38.3370	40.1399	42.0644
Police Records Officer	Police Records Specialist	2,080	\$ 59,144.00	\$ 62,030.00	\$ 64,947.00	\$ 67,955.00	\$ 71,180.00
		80	2,274.76	2,385.76	2,497.96	2,613.64	2,737.68
		1	28.4346	29.8221	31.2245	32.6706	34.2211

City of Menlo Park
SEIU Salary Schedule
Effective Pay Period Beginning July 10, 2016

Current Classification Title	New Classification Title	Hours	Minimum (Step A)	Step B	Step C	Step D	Maximum (Step E)
Police Records Training Officer	Senior Police Records Specialist	2,080	\$ 62,030.00	\$ 64,947.00	\$ 67,955.00	\$ 71,180.00	\$ 74,597.00
		80	2,385.76	2,497.96	2,613.64	2,737.68	2,869.11
		1	29.8221	31.2245	32.6706	34.2211	35.8639
Program Assistant		2,080	\$ 48,386.00	\$ 50,592.00	\$ 52,881.00	\$ 55,388.00	\$ 57,945.00
		80	1,861.00	1,945.84	2,033.88	2,130.30	2,228.64
		1	23.2625	24.3230	25.4235	26.6288	27.8581
Property and Court Officer	Property and Court Specialist	2,080	\$ 62,030.00	\$ 64,947.00	\$ 67,955.00	\$ 71,180.00	\$ 74,597.00
		80	2,385.76	2,497.96	2,613.64	2,737.68	2,869.11
		1	29.8221	31.2245	32.6706	34.2211	35.8639
Recreation Aide		2,080	\$ 32,494.00	\$ 33,964.00	\$ 35,501.00	\$ 37,107.00	\$ 38,786.00
		80	1,249.76	1,306.30	1,365.41	1,427.19	1,491.76
		1	15.6221	16.3288	17.0677	17.8399	18.6471
Recreation Leader		2,080	\$ 25,437.00	\$ 26,586.00	\$ 27,790.00	\$ 29,048.00	\$ 30,363.00
		80	978.34	1,022.53	1,068.84	1,117.22	1,167.80
		1	12.2293	12.7817	13.3605	13.9653	14.5975
Red Light Photo Enforcement Facilitator	Red Light Photo Enforcement Specialist	2,080	\$ 69,542.00	\$ 72,809.00	\$ 76,234.00	\$ 79,819.00	\$ 83,646.00
		80	2,674.68	2,800.34	2,932.07	3,069.96	3,217.15
		1	33.4336	35.0043	36.6509	38.3745	40.2144
Secretary	Administrative Assistant	2,080	\$ 58,177.00	\$ 60,895.00	\$ 63,713.00	\$ 66,691.00	\$ 69,820.00
		80	2,237.57	2,342.11	2,450.49	2,565.03	2,685.38
		1	27.9697	29.2764	30.6312	32.0629	33.5673
Senior Engineering Technician		2,080	\$ 82,029.00	\$ 85,899.00	\$ 90,030.00	\$ 94,320.00	\$ 98,830.00
		80	3,154.96	3,303.80	3,462.68	3,627.68	3,801.15
		1	39.4370	41.2975	43.2836	45.3461	47.5144
Senior Library Page		2,080	\$ 34,674.00	\$ 36,242.00	\$ 37,882.00	\$ 39,596.00	\$ 41,384.00
		80	1,333.60	1,393.92	1,457.00	1,522.92	1,591.68
		1	16.6701	17.4240	18.2125	19.0365	19.8961
Senior Planner		2,080	\$ 98,245.00	\$ 102,946.00	\$ 107,873.00	\$ 113,015.00	\$ 118,475.00
		80	3,778.64	3,959.45	4,148.96	4,346.72	4,556.72
		1	47.2331	49.4932	51.8620	54.3341	56.9591
Senior Recreation Leader		2,080	\$ 30,363.00	\$ 31,736.00	\$ 33,173.00	\$ 34,674.00	\$ 36,242.00
		80	1,167.80	1,220.60	1,275.88	1,333.60	1,393.92
		1	14.5975	15.2576	15.9485	16.6701	17.4240
Teacher's Aide	Child Care Teacher's Aide	2,080	\$ 35,501.00	\$ 37,107.00	\$ 38,786.00	\$ 40,523.00	\$ 42,312.00
		80	1,365.41	1,427.19	1,491.76	1,558.57	1,627.38
		1	17.0677	17.8399	18.6471	19.4822	20.3423
Traffic Engineering Technician I	DELETE	2,080	\$ 68,194.00	\$ 71,352.00	\$ 74,739.00	\$ 78,326.00	\$ 82,029.00
Traffic Engineering Technician II	DELETE	2,080	\$ 76,449.00	\$ 80,046.00	\$ 83,810.00	\$ 87,828.00	\$ 92,013.00
Transportation Driver	Program Aide/Driver	2,080	\$ 33,964.00	\$ 35,501.00	\$ 37,107.00	\$ 38,786.00	\$ 40,523.00
		80	1,306.30	1,365.41	1,427.19	1,491.76	1,558.57
		1	16.3288	17.0677	17.8399	18.6471	19.4822
Transportation Engineer	Associate Transportation Engineer	2,080	\$ 105,857.00	\$ 110,903.00	\$ 116,261.00	\$ 121,893.00	\$ 127,799.00
		80	4,071.41	4,265.49	4,471.57	4,688.19	4,915.34
		1	50.8927	53.3187	55.8947	58.6024	61.4418
Transportation Management Coordinator	Transportation Demand Management Coordinator	2,080	\$ 83,646.00	\$ 87,631.00	\$ 91,818.00	\$ 96,211.00	\$ 100,816.00
		80	3,217.15	3,370.41	3,531.45	3,700.41	3,877.53
		1	40.2144	42.1302	44.1432	46.2552	48.4692

City of Menlo Park
SEIU Salary Schedule
Effective Pay Period Beginning July 10, 2016

Current Classification Title	New Classification Title	Hours	Minimum (Step A)	Step B	Step C	Step D	Maximum (Step E)
Transportation Planner		2,080	\$ 96,409.00	\$ 101,021.00	\$ 105,857.00	\$ 110,903.00	\$ 116,261.00
		80	3,708.03	3,885.41	4,071.41	4,265.49	4,471.57
		1	46.3504	48.5677	50.8927	53.3187	55.8947
Water Quality Technician	Water Quality Specialist	2,080	\$ 72,809.00	\$ 76,234.00	\$ 79,819.00	\$ 83,646.00	\$ 87,631.00
		80	2,800.34	2,932.07	3,069.96	3,217.15	3,370.41
		1	35.0043	36.6509	38.3745	40.2144	42.1302
Water Service Worker	Water System Operator II	2,080	\$ 63,381.00	\$ 66,315.00	\$ 69,414.00	\$ 72,671.00	\$ 76,085.00
		80	2,437.72	2,550.57	2,669.76	2,795.03	2,926.34
		1	30.4716	31.8822	33.3721	34.9379	36.5793