

RESOLUTION NO. 2014-30

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS TO APPROVE A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF LOS ALAMITOS AND THE LOS ALAMITOS CITY EMPLOYEES ASSOCIATION EFFECTIVE NOVEMBER 1, 2014 THROUGH OCTOBER 31, 2018

WHEREAS, the most recent agreement between the City of Los Alamitos and the Los Alamitos City Employee Association (CEA) expired on March 31, 2014; and,

WHEREAS, the City and CEA have been engaged in negotiations for a successor Memorandum of Understanding (MOU); and,

WHEREAS, the City and CEA reached tentative agreement on a successor MOU that includes a package that reflects the organization's desire to defray long-term Public Employee Retirement System (PERS) retirement costs and provide a meaningful, but prudent compensation schedule that seeks to reward achievement, employee performance and safety; and,

WHEREAS, the resulting MOU reflects a four-year package that will enable the City to provide reasonable workforce stability during the continued move from a recessionary economy to one of normal economic growth.

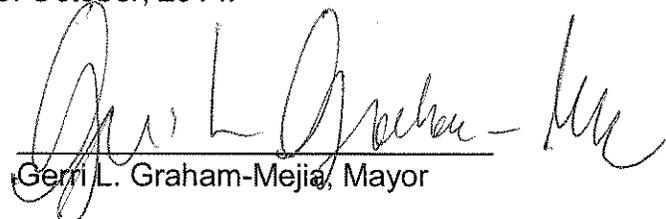
NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS DOES RESOLVE AS FOLLOWS:

SECTION 1. The City Council of the City of Los Alamitos finds that the above recitals are true and correct.

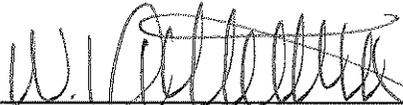
SECTION 2. The City Council approves and authorizes the Mayor to execute the Memorandum of Understanding between the City of Los Alamitos and Los Alamitos City Employees Association effective November 1, 2014, through October 31, 2018, and attached as "Exhibit A."

SECTION 3. The City Clerk shall certify as to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 20th day of October, 2014.


Gerri L. Graham-Mejia, Mayor

ATTEST:


Windmera Quintanar, CMC, City Clerk

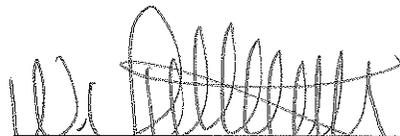
APPROVED AS TO FORM:


Cary S. Reisman, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LOS ALAMITOS)

I, Windmera Quintanar, CMC, City Clerk of the City of Los Alamitos, California, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council held on the 20th day of October, 2014, by the following vote, to wit:

AYES: COUNCIL MEMBERS: Edgar, Grose, Graham-Mejia, Kusumoto, Murphy
NOES: COUNCIL MEMBERS: None
ABSENT: COUNCIL MEMBERS: None
ABSTAIN: COUNCIL MEMBERS: None


Windmera Quintanar, CMC, City Clerk

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF LOS ALAMITOS AND THE
LOS ALAMITOS CITY EMPLOYEES ASSOCIATION
2014-2018**

This Memorandum of Understanding has been prepared pursuant to Government Code Sections 3500 through 3510 as amended, which is generally referred to as the Meyers-Milias-Brown Act. This agreement has been developed as a result of requests by the Los Alamitos City Employees Association. The items in this agreement are subject to the approval of the Los Alamitos City Council and will be placed into effect upon the adoption of necessary ordinances and resolutions.

1. TERM

The parties agree that the provisions contained herein shall be subject to all applicable laws and shall cover the period of November 1, 2014 through October 31, 2018.

2. RECOGNITION

The City hereby recognizes the Los Alamitos City Employees Association as the majority representative of the employee representation unit consisting of the following classifications:

**Accountant
Assistant Planner
Associate Planner
Building Official
Code Enforcement Officer
Department Secretary
Finance Assistant
Maintenance Foreman
Maintenance Worker
Master Mechanic
Mechanic
Planning Aide
Receptionist
Records Clerk
Records Specialist
Recreation Coordinator
Secretary
Senior Finance Assistant
Senior Maintenance Worker**

Nothing contained herein shall be construed to deny those employees who do not belong to the Los Alamitos City Employees Association from representing themselves.

3. ACCESS TO WORK LOCATIONS

Access to employee locations shall be granted to officers of the Association and its official representatives for the purpose of processing grievances or contacting members

of the Association concerning business within the scope of representation. Access shall be limited to one hour per day and twenty-four hours per year. Such officers or representatives shall not enter any locations without the written consent of the City or its authorized representative. Access shall be restricted so as to not interfere with the normal operations of any Department or with established safety or security requirements.

4. SALARY SCHEDULE ADJUSTMENT

The City will increase the salary ranges of all represented classifications as provided below. Salary ranges shall be adjusted in accordance with the following:

Effective the first pay period following November 1, 2014, Exhibit A1	3%
Effective the first pay period following November 1, 2015, Exhibit A2	3%
Effective the first pay period following November 1, 2016, Exhibit A3	2%
Effective the first pay period following November 1, 2017, Exhibit A4	1.5%

These increases are partially offset by increases in Employee responsibility for payment of Employer Paid Member Contribution ("EPMC") as detailed in Section * entitled Retirement.

5. ONE-TIME CASH DISTRIBUTION

There shall be no cash distribution during the term of the agreement.

6. SHORTHAND SKILLS PAY

City shall pay \$100 monthly skill pay to those employees, in the classifications of Secretary and Department Secretary, who pass a shorthand skills test at a proficiency of at least 80 words per minute.

7. PAY FOR PERFORMING WORK IN A HIGHER CLASSIFICATION

An employee designated to act in a higher classification shall receive an extra five percent (5%) of base salary for out of class pay, as additional compensation for all time spent in the acting position in excess of five consecutive working days and continuing only until such time as the employee is returned to their original job classification. Employees transferred to a higher classification for training purposes, to under fill a higher-level position, or to avoid a layoff shall not be eligible for this differential.

8. PAY FOR PERFORMING WORK IN TWO EQUAL CLASSIFICATIONS

An employee assigned with the approval of the City Manager or designee to perform all or substantially all of the duties of a position in the same class as the employee's regular position or another class having the same maximum salary in addition to the employee's regular duties shall receive minimum of five percent (5%) of base salary additional compensation for time spent in the additional position in excess of thirty (30) days and continuing only until such time as the assignment is terminated. Employees

assigned to perform the duties of an additional position for training purposes, to under fill a higher-level position, or to avoid layoff shall not be eligible for this differential.

9. VACATION

A. Purpose

The purpose of annual vacation is to enable each eligible employee annually to return to work refreshed.

B. Basis of Accrual

New employees shall begin accrual of vacation leave effective their first day of employment. New employees shall not be allowed to take vacation leave until six (6) months of continuous full-time service have been completed. Vacation leave shall accrue to employees on a bi-weekly basis at a pro-rated amount equivalent to the annual amounts specified below. No employee may accumulate more than 300 hours of vacation leave. When an employee's accumulated vacation leave balance reaches 300 hours, that employee shall not accrue any further vacation leave until such time as the employee's accumulated vacation leave balance is reduced below 300 hours.

Vacation leave for employees hired before November 1, 1990 shall be accrued as follows:

<u>Years of Service</u>	<u>Hours</u>
0-3	120
4	128
5	136
6-10	144
11	152
12	160
13	168
14	176
15	184
16	192
= > 17	200

Vacation leave for employees hired on or after November 1, 1990 shall be accrued as follows:

<u>Years of Service</u>	<u>Hours</u>
<u>0-2</u>	<u>80</u>
<u>3</u>	<u>88</u>
<u>4</u>	<u>96</u>
<u>5</u>	<u>104</u>
<u>6</u>	<u>112</u>
<u>7</u>	<u>120</u>
<u>8</u>	<u>128</u>
<u>9</u>	<u>136</u>
<u>10</u>	<u>144</u>
<u>11</u>	<u>152</u>
<u>12</u>	<u>160</u>
<u>13</u>	<u>168</u>
<u>14</u>	<u>176</u>

C. Effect of Holidays on Vacation Leave

In the event one or more municipal holidays fall within an annual vacation leave, such holiday or holidays shall not be charged as vacation leave, but shall be credited as a holiday.

D. Effect of Leave of Absence on Accrual of Vacation Leave

The granting of any leave of absence without pay shall cause the accrual of vacation to cease. Upon return to the City, an employee shall continue his or her regular accrual of vacation leave. A leave of absence without pay shall not count toward years of service for the accrual of vacation leave.

E. Compensation for City Work During Vacation Prohibited

No person shall be permitted to work for compensation for the City in any capacity during the time of his or her vacation leave from City service. This clause shall not limit the City's right to recall an employee from vacation in the event of an emergency and place him or her on regular pay status.

F. Scheduling Vacations

The times during a calendar year at which an employee may take his or her vacation shall be determined by his or her Department Director with due regard for the wishes of the employee and particular regard for the needs of service.

G. Annual Vacation Payoff

Employees may receive pay for up to eighty (80) hours of accumulated vacation time during the calendar year provided they have used a minimum of eighty (80) vacation hours during the previous calendar year. Employees not using at least 80 hours of vacation during the previous calendar year may receive vacation

payoff if such payoff is recommended by the Department Director and approved by the City Manager.

H. Vacation Payoff Upon Termination

Employees who terminate employment shall be paid in a lump sum for all accumulated vacation leave time at the rate of pay in effect upon termination.

When separation is caused by the death of an employee, payment shall be made to the estate of the employee. Unless state or federal law requires payment otherwise.

10. SICK LEAVE

A. Accrual and Use of Sick Leave

Sick leave with pay shall be accrued at the rate of eight (8) hours for each full calendar month of service. Accumulation shall be unlimited.

Pursuant to Government Code Section 21163, sick leave shall only be granted for non-industrial injury or illness and shall be allowed if: (1) actual non-industrial illness or disability makes it impossible for the employee to perform his or her normal work assignments; (2) because of the illness of the employee's spouse or dependent child who requires constant care and no other care is available and/or financially feasible except that of the employee; or (3) a prescheduled doctor, dental or optometry appointment which has been approved by their Department Director.

No employee shall use more than a total of forty-eight (48) hours of sick leave for the purposes of (2) and (3) annually.

B. Proof of Illness

In order to receive compensation while absent on sick leave, the employee shall notify his or her immediate supervisor or Department Director thirty (30) minutes prior to the time set for beginning his or her daily duties, or as may be specified by their Department Director. The employee may be required to file a physician's certificate verifying the need for any absences. Proof of violation of sick leave privileges may result in disciplinary action and/or loss of pay when in the opinion of the Department Director the employee has abused such privileges. Employees on approved Family Medical Leave for intermittent illness or injuries shall not be required to show proof of illness for each instance of sick leave usage.

C. Effect of Holidays on Sick Leave

Observed holidays occurring during sick leave shall not count as a day of sick time.

D. Annual Sick Leave Payoff

An employee shall be allowed to accumulate sick leave from year to year. In December, upon the written request of the employee, the City shall compensate the employee for either (1) up to 25% of his or her unused sick leave earned in the calendar year of distribution; or (2) up to twenty-four (24) hours of accumulated sick leave provided that a minimum of 480 hours remains in the employee's account.

E. Regular Service Retirement Sick Leave Options

Upon regular service retirement as defined by the Public Employees' Retirement System, an employee may receive compensation for accumulated sick leave under either of the following two options:

- (1) A lump sum payment of 25% of the first 720 hours of accumulated sick leave and 50% of the hours between 720 and 1,040. There will be no compensation for any hours in excess of 1,040 under this option. Said sum shall be based on the salary rate being paid at the time of their service retirement.
- (2) An exchange of all accumulated sick leave for service credit time in the Public Employees' Retirement System.

An employee must choose option 1 or 2. An employee will not be allowed to do both.

Any Sick Leave taken pursuant to this section (Sick Leave) of the MOU shall not be counted in calculating eligibility for or the amount of, Overtime pay during the same pay period in which Sick Leave is taken.

11. BEREAVEMENT LEAVE

Whenever an employee is compelled to be absent from duty by reason of death or critical illness (where death appears imminent) of members of the employee's immediate family (father, mother, brother, sister, spouse, children, mother-in-law, father-in-law, grandmother, grandfather, or grandchildren) said employee shall be entitled to a leave of absence with pay for a period not to exceed twenty-four (24) working hours. Bereavement Leave in excess of twenty-four (24) working hours may be granted at the sole discretion of the City Manager for employees who must travel out of state to attend a funeral covered under this provision. Where such death or critical illness has occurred, the employee shall furnish satisfactory evidence of such death or illness to his or her Department Director. Such leave of absence shall not be allowed in any case where in the preceding six (6) calendar months a leave on the grounds of critical illness of that same relative has been granted. Bereavement leave shall not be charged against sick leave.

12. TEMPORARY DISABILITY LEAVE

A. Industrially Related Disability

Employees shall be entitled to the benefits under this sub-section only after the City has determined that the disability is industrially related. If an employee is injured on the job to such an extent that temporary industrially related disability leave is necessary, the employee's salary shall be continued at the full rate of pay for a period up to thirty (30) calendar days with no charge to sick leave. After thirty (30) calendar days, the employee may utilize accrued sick leave, vacation leave and compensatory time off to supplement the benefits received pursuant to worker's compensation laws to provide for full salary maintenance during the period of temporary industrially related disability.

Further disability leave benefits and requirements shall be provided as set forth in the City of Los Alamitos' Family Care and Medical Leave Policy.

If leave without pay is utilized, no accruals of sick leave, vacation leave, other benefits or seniority will be credited to the employee. The employee shall not forfeit any accrued benefits or seniority accrued prior to the commencement of the leave without pay.

B. Non-Industrial Related Disability

Upon submission of a certificate from a licensed physician indicating that an employee shall be placed on temporary disability leave, the employee shall be entitled to non-industrially related temporary disability leave. The employee utilizing non-industrially related temporary disability leave may utilize all accumulated sick leave, vacation leave and compensatory time off. When the employee is not using accumulated sick leave, vacation leave and compensatory time off, the absence will be on the basis of leave without pay.

Further disability leave benefits and requirements shall be provided as set forth in the City of Los Alamitos' Family Care and Medical Leave Policy.

If leave without pay is utilized, no accruals of sick leave, vacation leave, other benefits or seniority will be credited to the employee. The employee shall not forfeit any accrued benefits or seniority accrued prior to the commencement of the leave without pay.

13. PARENTAL LEAVE

The City Manager shall grant a female employee's request for a leave of absence without pay for the purposes of pregnancy, childbirth, or because of disability caused by pregnancy related complications, for a period not to exceed seven months. When the employee has notified the City Manager as to the period of the leave of absence required, any change in the length of the period of leave shall not be effective unless approved by the City Manager.

The City Manager shall grant the request of a male employee for a leave of absence without pay for a period not to exceed six months to care for his newborn child. When the employee has notified the City Manager as to the period of the leave of absence required, any change in the length of the period of leave shall not be effective unless approved by the City Manager.

The City Manager may grant an employee's request for a leave of absence without pay to care for a newly adopted child for a period not to exceed 6 months. The employee shall provide documentation to support the request for adoption leave. When the employee has notified the City Manager as to the period of the leave of absence required, any change in the length of the period of leave shall not be effective unless approved by the City Manager.

If leave without pay is utilized, no accruals of sick leave, vacation leave, other benefits or seniority will be credited to the employee. The employee shall not forfeit any benefits or seniority accrued prior to the commencement of the Parental Leave.

Where permitted by law, leave granted under this Parental Leave Section shall run concurrently with leave as provided in the City of Los Alamitos' Family Care and Medical leave Policy, and the pregnancy disability leave portions of the California Fair Employment and Housing Act.

14. JURY DUTY

Subject to the exception described below, the City shall compensate an employee on jury duty for up forty (40) working hours within a calendar year. When called to jury duty, an employee, having provided at least five (5) working days written notice, shall be entitled to his or her regular compensation provided that said employee deposits their compensation fees for jury service with the Finance Officer. Employees released early from jury duty shall report to their supervisor for the duration of their shift. Employees shall be entitled to keep mileage reimbursement pay while on jury duty. Consideration for salary continuation in excess of forty (40) working hours shall be conditioned upon sufficient evidence being presented to the City Manager that the employee advised the Court of a forty (40) working hour limitation on salary continuation being provided by the City, requested dismissal from jury duty, and that the Court did not excuse the employee from jury service.

15. LEAVE OF ABSENCE WITHOUT PAY

Any employee may be granted a leave of absence without pay of less than ninety (90) days with the approval of his or her Department Director and the City Manager. A request for a leave of absence of Ninety (90) days or more must also be approved by the City Manager.

A. Authorization Procedure

Requests for leave of absence without pay shall be made upon forms prescribed by the City Manager. The employee shall state the reason for the request, the

date when the absence is to begin, and the probable date of return. The request shall normally be initiated by the employee, but may be initiated by their Department Director. Upon written recommendation of the Department Director that it be granted, modified or denied, the request shall be promptly transmitted to the City Manager. A copy of the approved request for absence without pay shall be promptly delivered to the Assistant City Manager and the employee.

B. Length of Leave and Extension

A leave of absence without pay may be made for a period not to exceed six (6) months. Provisions for granting an extension of up to six (6) months shall be the same as that in granting the original leave provided that the extension request is made no later than fourteen (14) calendar days prior to the expiration of the original leave.

C. Return from Leave

When an employee intends to return from an authorized leave of absence without pay, he or she shall contact their Department Director at least fourteen (14) calendar days prior to the day he or she plans to return. The Department Director shall promptly notify the City Manager of the employee's intention.

D. Leave Without Pay - Insurance Payments

An employee on leave without pay may continue his or her City insurance benefits by reimbursing the City for the cost of insurance on a monthly basis during the period of the leave. Failure to reimburse the City for such benefits during the term of the leave of absence will result in the employee's coverage terminating on the first day of the month following the month in which the last payment was received.

E. Leave Without Pay - Other Benefits

When leave of absence without pay is utilized, no accruals of sick leave, vacation leave, other benefits or seniority will be credited to the employee. The employee shall not forfeit any benefits or seniority accrued prior to the commencement of the leave without pay.

F. Family Medical Leave – Insurance Payments

The City will continue to make insurance contributions for a maximum of twelve (12) weeks on behalf of employees on approved Family Medical Leave. Employees on approved Family Medical Leave will continue to be responsible for their out-of-pocket contribution toward insurance costs.

16. HOLIDAYS

A. Authorized Holidays

Employees shall be entitled to the following holidays with pay each calendar year as well as other such days as may be designated by action of the City Council:

- January 1 (New Years Day)
- The third Monday in January (King's Birthday)
- The third Monday in February (President's Day)
- The last Monday in May (Memorial Day)
- July 4 (Independence Day)
- The first Monday in September (Labor Day)
- November 11 (Veterans Day)
- The fourth Thursday in November (Thanksgiving Day)
- The Friday after Thanksgiving Day
- December 24 (Christmas Eve)
- December 25 (Christmas)

Employees who work a 9/80 schedule shall receive eighteen (18) hours of floating holiday time to be used by the employee with Department Director approval during the calendar year (January 1 – December 31).

Employees who work five 8-hour days per week shall receive eighteen (18) hours of floating holiday time to be used by the employee with Department Director approval during the calendar year (January 1 – December 31).

No employee may accumulate more than a total of eighteen (18) floating holiday hours. On January 1 of each year, each employee will receive only the number of floating holiday hours that is necessary to bring the accumulated total to eighteen (18) hours.

For employees working a 9/80 schedule, all regular holidays shall be nine (9) hour for holidays falling on Monday through Thursday and eight (8) hours for holidays falling on Friday. For employees working a schedule of five 8-hour days, all regular holidays shall be eight (8) hours.

B. Floating Holidays for New Employees

At the time of hire, new employees shall receive the following floating holiday hours based upon their date of hire on a prorated basis:

<u>Date of Hire</u>	<u>9/10</u>	<u>Regular</u>
January 1 – March 31	18	18
April 1 – June 30	14	14
July 1 – September 30	10	10
October 1 – December 31	0	0

C. Procedure if Holiday Falls on Saturday or Sunday

When a holiday falls on a Saturday, the preceding Friday shall be observed as the holiday. When a holiday falls on a Sunday, the following Monday shall be observed as the holiday, except for Christmas Eve which shall be observed on the preceding Friday.

D. Procedure if Christmas Eve Falls on a Friday

When Christmas Eve falls on a Friday, the preceding Thursday shall be observed as the Holiday.

E. Employees Required to Work on Holiday

Non-exempt employees on a 9/80 schedule that are required to work on any holiday which he or she is entitled to take off under the provisions hereof shall receive compensation therefore at overtime pay rate for actual hours worked, plus nine (9) hours of equivalent time off if the holiday falls on Monday through Thursday and eight (8) hours if the holiday falls on Friday, as determined by their Department Director. Such employees working on the Fourth of July shall receive an eight (8) or nine (9) hour holiday, depending on the day of the week on which the holiday falls, between the dates of July 6 and 12 as determined by their Department Director.

Non Exempt employees on a five 8-hour days per week schedule that are required to work on any holiday which he or she is entitled to take off under the provisions hereof shall receive compensation therefore at overtime pay rate for actual hours worked, plus eight (8) hours of equivalent time off as determined by their Department Director. Such employees working on the Fourth of July shall receive an eight (8) hour holiday between the dates of July 6 and 12 as determined by their Department Director. All employees who are entitled on any holiday, and who are in fact absent, shall receive full compensation therefore at the straight time rate.

17. HOURS OF WORK

Employees shall have a work period with specific hours to be worked as prescribed by the Department Director with the approval of the City Manager.

The City Manager may change an employee's work period, week, or hours at any time to meet the requirements of the City.

To the extent the City Manager determines practicable, unit employees shall be scheduled to work a "4/10 schedule." The 4/10 work schedule shall be defined as working four (4) ten (10) hour days each week, plus an unpaid lunch break during each shift that shall last at least one-half (½) hour in duration but shall not exceed one (1) hour in duration, totaling forty (40) hours in each workweek in compliance with Fair

Labor Standards Act (FLSA) guidelines. The assigned 4/10 work schedule must be in compliance with the requirements of FLSA. The 4/10 work schedule shall not reduce service to the public, departmental effectiveness, productivity and/or efficiency as determined by the City Manager or his/her designee.

18. ATTENDANCE

Employees shall be in attendance at their workstation in accordance with the rules regarding hours of work, holidays, and leaves. All departments shall keep daily attendance records of employees, which shall be reported to the Director of Administrative Services in the form and on the dates specified.

Failure on the part of an employee, who is absent without authorization or permission, to return to duty within twenty-four (24) hours after a due notice to return to duty has been issued through a registered letter, shall constitute resignation from City service by the employee. Before the resignation goes into effect, the employee shall be given notice and an opportunity to respond to the City Manager or their designee.

19. OVERTIME

It is the policy of the City of Los Alamitos to avoid the necessity for overtime work whenever possible. In cases of emergency or whenever public interest or necessity requires, any employee may be directed by proper authority to perform overtime work.

A. Work Period

All non-exempt employees, as defined by the Fair Labor Standards Act of 1974, shall be paid at the rate of one and one-half times their regular hourly rate for all hours worked in excess of forty (40) during their designated seven-day work period. Employees on a 9/80 work schedule shall be paid overtime rates if they work more than 40 hours in a seven day period with the employer having discretion to treat half of one work day as belonging to the following work week.

B. Compensatory Time

At the discretion of the employee, overtime may be compensated at either one and one-half times the regular rate of hourly pay or compensatory time earned at the rate of time and one-half. The maximum accumulation of compensatory time shall be 120 hours. Should an employee desire to take compensatory time off, he or she shall file a written request with his Department Director who shall grant the requested time off unless it interferes with normal operational staffing of the Department.

Upon termination of the employee, all compensatory time shall be paid off at the salary rate in effect.

C. Training Time

Attendance at training schools/facilities, which improves the performance of regular tasks and/or prepares the employee for job advancement, is not compensable for hours in excess of regularly scheduled department approved training time. Any time spent in excess of regularly scheduled department approved training time will not be counted as working time and is not compensable in any manner whatsoever. Time spent in studying and other personal pursuits are not compensable hours of work even though the employee may be confined to campus or barracks twenty-four (24) hours a day.

Travel time to and from a training facility outside the employee's normal work shift is not compensable hours of work. Mandatory training as required by the Department is compensable for actual time spent in training.

D. City Vehicle Use

Employees who are provided with a City vehicle to travel to and from work shall not be compensated in any manner whatsoever for such travel time. Monitoring a radio or other communication device while driving to or from work is not compensable time.

E. Exempt Employees

Employees who have been designated by the City as exempt from the overtime provisions of the Fair Labor Standards Act shall be specified on the City's adopted Salary Schedule. Exempt Employees shall be eligible to receive a maximum of forty (40) hours of Administrative Leave in lieu of overtime. Administrative leave shall not be converted to cash. Administrative leave not used as time off during a calendar year, shall be extinguished and not carried over from year to year. Granting of hours of administrative leave shall be at the discretion of the City Manager.

20. ATTENDANCE AT COMMISSION MEETINGS

Non-exempt employees who are required to attend Commission meetings that extend beyond their assigned schedule shall be compensated at the rate of one and one-half times their regular rate of pay for a minimum of two hours.

21. CALL BACK PAY

Call back duty occurs when an employee is unexpectedly ordered by their Department Director to return to duty following the termination of their normal work shift because of unanticipated work requirements. Call back does not occur when an employee is held over from their prior shift or is working prior to their regularly scheduled shift. An employee called back to duty shall be paid a minimum of four (4) hours compensation at the overtime rate commencing when he or she reports for duty. Any hours worked in excess of four (4) hours shall be compensated at the overtime rate.

22. STANDBY PAY

Standby duty shall be determined and assigned at the sole discretion of the Public Works Director.

- A. Standby duty shall be defined as time outside of an employee's scheduled work shift when the employee must remain prepared to respond to emergencies or other unplanned events which require prompt attention.
- B. While on such duty, employees shall carry an electronic pager, cellular phone, or other communication device so that they may be alerted to the need to respond to an emergency or urgent situation.
- C. Employees participating in Standby Duty shall be compensated at a rate \$25 per weekday and \$40 per weekend and/or holiday for each twenty four (24) hour period that they spend on said duty.
- D. While performing Standby Duty, employees must respond within a reasonable time following notification of the callback and must have access to transportation at all times.
- E. Employees shall not consume, be impaired by or have in their biological system alcohol or drugs while performing Standby Duty. All of the provisions of the City of Los Alamitos Alcohol and Drug Use Policy shall apply to employee's participation in Standby Duty.

23. MONTHLY MEDICAL INSURANCE CONTRIBUTION

Effective November 1, 2014, the City shall contribute up to one thousand one hundred fifty dollars (\$1,150.00) per month toward the payment of premiums for affected employees and dependents under the existing health, dental, and optical insurance programs. Said monthly maximum contribution shall increase in \$36.00 increments thereafter, as follows:

November 1, 2014:	\$1,150.00
January 1, 2015:	\$1,186.00
January 1, 2016:	\$1,222.00
January 1, 2017:	\$1,258.00
January 1, 2018:	\$1,294.00

Any contribution necessary to maintain benefits under any insurance program in excess of the City's monthly contribution shall be borne entirely by the employee.

Any employee who can certify that he/she is insured under another health plan, which has equal or better coverage than the City's plan, may elect to receive \$500.00 per month in lieu of participation in the City's health program. Any employee who can certify that he/she is also insured under other dental and vision plans having equal or better coverage than the City's plans, may elect to receive an additional \$200.00 per

month in lieu of participation in the City's dental and vision programs, for a total of \$700.00 per month of compensation in lieu of health, dental and vision insurance plan participation.

24. DENTAL PLAN

The City agrees to make available a dental plan to employees and dependents. Participation in this plan shall be at the option of the employee. Employees electing to participate in this plan may apply excess funds from the City's monthly medical insurance contribution towards the premium payment of the dental plan. Any additional cost in excess of the City's monthly medical insurance contribution shall be borne by the employee.

25. OPTICAL PLAN

The City agrees to make available an optical plan to employees and dependents. Participation in this plan shall be at the option of the employee. Employees electing to participate in this plan may apply excess funds from the City's monthly medical insurance contribution towards the premium payment of the optical plan. Any additional cost in excess of the City's monthly medical insurance contribution shall be borne by the employee.

26. TERM LIFE INSURANCE PLAN

After sixty (60) days on the payroll, the City will provide each employee with term life insurance and accidental life and dismemberment policies. Participation in this plan is mandatory. The amount of coverage will be based on one and one-half times the annual salary up to a maximum of \$50,000 of coverage. The City shall pay for this coverage.

27. LONG - TERM DISABILITY PLAN

After sixty (60) days on the payroll, the City will provide each employee with long-term disability coverage based on two-thirds of the monthly salary up to a maximum benefit of \$2,000 per month. Participation in this plan is mandatory. The City shall pay for this coverage.

28. PHYSICAL EXAMINATION

The City agrees to pay a licensed physician/clinic selected by the City, the fee not to exceed \$370 for a physical examination. Frequency of the examination shall be in accordance with the following schedule:

<u>Age</u>	<u>Frequency</u>
To 30	Once every 4 years
31 – 39	Once every 3 years
40 - 49	Once every 2 years
50 and over	Once per year

Prior to undergoing a physical examination, the employee must make a written request to the City Manager for approval.

29. RETIREES' MEDICAL INSURANCE

A. Employees Hired Before August 1, 1994

Only those employees who were hired before August 1, 1994, who have provided ten (10) years of service to the City, and who have reached the age of fifty (50) shall be eligible for insurance hereunder. The City shall contribute to the health and dental premium cost for each employee and his or her spouse upon a regular service retirement as defined by Public Employees' Retirement System law. The City shall contribute an amount equal to the amount then being contributed on behalf of active duty employees, hired before January 1, 1997, pursuant to the Monthly Medical Insurance Contribution section above.

The insurance received for ten (10) years of services with the City at age fifty (50) with a regular service retirement, shall be equal to and subject to the same conditions and plans provided to the active bargaining unit employees. To receive this benefit, the employee must apply within 120 days of separation from service.

City-paid contributions shall continue while either the employee or spouse is alive, but shall terminate when the employee or spouse becomes eligible for Medicare, MediCal or other public supported health insurance; or when coverage has been for a period equal to the number of years of the employee's service to the City.

Employees retiring under a regular service retirement shall be allowed to participate in the City's optical and life insurance policies at their expense. Failure to reimburse the City within thirty (30) days will result in the termination of this coverage.

B. Employees Hired After August 1, 1994

Only those employees who were hired on or after August 1, 1994, who have provided fifteen (15) years of service to the City, and who have reached the age of fifty-five (55) shall be eligible for insurance hereunder. The City shall contribute to the medical and dental premium cost for each employee and his or her spouse upon a regular service retirement as defined by Public Employees' Retirement System law. The City shall contribute an amount equal to the amount then being contributed on behalf of active duty employees at the employee plus two rate pursuant to the Monthly Medical Insurance Contribution section above.

The insurance received for fifteen (15) years of service with the City at age fifty-five (55) with a regular service retirement, shall be equal to and subject to the same conditions and plans provided to the active bargaining unit employees. To

receive this benefit, the employee must apply within 120 days of separation from service.

City-paid contributions shall continue while either the employee or spouse is alive, but shall terminate when the employee or spouse becomes eligible for Medicare, MediCal or other public-supported health insurance; or when coverage has been for a period equal to the number of years of the employee's service to the City.

Employees retiring under a regular service retirement shall be allowed to participate in the City's optical and life insurance policies at their expense. Failure to reimburse the City within thirty (30) days will result in the termination of this coverage.

C. Minimum Retiree Medical Contribution

Employees who retire from City services shall, at a minimum, be provided the retiree health stipend required by PERS law. For 2014 the minimum contribution amount is \$119.00. California PERS law can be found at California Government Code section 22892.

30. EDUCATION REIMBURSEMENT

All bargaining unit employees are eligible for reimbursement by the City for tuition in connection with educational endeavors. Tuition reimbursement shall not exceed the per unit cost charged by the California State University System. The per unit cost shall be based on three (3) units if one (1) class is taken during a quarter or semester, or based on six (6) units if more than one (1) class is taken during a quarter or semester. Only those courses, which have a bearing on the employee's position with the City, will be considered by the City Manager for reimbursement.

In order to be reimbursed, an employee must submit a request for reimbursement to his or her Department Director for recommendation to the City Manager. The request must be in writing and include the name of the school, the course title, the cost of enrollment, and the reasons why the course is beneficial to the employee and City. The request will then be forwarded to the City Manager for final approval or disapproval.

The employee will pay for all costs for the approved course. In order to be reimbursed, an employee must submit proof of successful completion of the course. In graded courses, a letter grade of C or better is required; in a pass/fail course, a pass is required; and in a credit/no credit course, a credit is required.

An employee must also submit receipts for tuition expense. This will then be processed through the Finance Department.

31. RETIREMENT

Except as set forth below, retirement benefits are provided for personnel under the 2.7% at 55 Plan of the Public Employees Retirement System, the Level 4 of the 1959 Survivor Benefit and the Pre-Retirement Option 2 Death Benefit.

The City shall pay the employer share of the CalPERS retirement contribution as actuarially determined by CalPERS for each fiscal year covered by the Agreement for the 2.7% at 55 retirement benefit level and at the 2% at 62 level for New Employees (as defined below). The City in past years has also paid the employee share of the CalPERS retirement contribution as Employer Paid Member Contribution ("EPMC"). The employee share of PERS retirement cost is 8%. The City shall continue to pay a portion of the employee's share as EPMC as follows:

FOR EMPLOYEES HIRED ON OR BEFORE APRIL 1, 2011:

Effective the first pay period following November 1, 2014, employees shall contribute an additional 2% toward the EPMC (total of 5%).

Effective the first pay period following November 1, 2015, employees shall contribute an additional 2% toward the EPMC (total of 7%).

Effective the first pay period following November 1, 2016, employees shall contribute an additional 1% toward the EPMC (total of 8%).

FOR EMPLOYEES HIRED AFTER APRIL 1, 2011: The City shall pay 4/8 4% of the employee's 8% share EPMC and each employee will be responsible for 4/8 4% of the employee's 8% share EPMC.

Effective the first pay period following November 1, 2014, employees shall contribute an additional 2% toward the EPMC (total of 6%).

Effective the first pay period following November 1, 2015, employees shall contribute an additional 2% toward the EPMC (total of 8%).

"New" members of PERS shall be placed in the 2%@62 retirement tier. They shall pay the statutorily required contribution rate as defined in California Government Code Section 7522.30 (PEPRA) and determined by PERS. This rate shall be one half (1/2) of the normal cost of the benefit. "New" members are defined in California Government Code Section 7522.04 (PEPRA). "Legacy" members shall be those members not deemed to be "new" members.

At no time during this agreement will the employee be responsible for any part of the Employer's contribution to the Public Employees Retirement System. Commencing November 1, 2016 for Employees hired on or before April 1, 2011, and commencing November 1, 2015 for members hired after November 1, 2015 (and January 1, 2013 for "new" members), the employer will not be responsible for paying any part of the employee contribution to the Public Employees Retirement System.

Employees (other than "new" members) qualify for minimum retirement benefits after five years of service and 55 years of age. Unless otherwise required by PEPR, retirement benefits will be based on the highest twelve months salary as well as employee's age and length of service.

32. UNIFORM ALLOWANCE

The City shall provide Maintenance Workers, Senior Maintenance Workers, Mechanic, Master Mechanic, Maintenance Foreman, Records Clerk and Records Specialist with a uniform maintenance allowance of \$25.00 per pay period.

33. CERTIFICATION PAY

Persons employed in the Mechanic and Master Mechanic position classifications who achieve Level 1 Certification for automobile maintenance through the National Institute for Automotive Service Excellence (ASE) shall receive additional pay equal to two percent (2%) of their base salary effective the first pay period following proof of certification. Persons employed in the Mechanic and Master Mechanic position classifications who achieve Level 2 Certification for automobile maintenance through ASE shall receive additional pay equal to four percent (4%) of base salary effective. Persons employed in the Mechanic and Master Mechanic position classifications who achieve Master Technician Status through ASE shall receive additional pay in an amount equal to 6% of their base salary. Level 1 ASE Certification Pay is based on the passing any two (2) tests as listed below. Eligible tests shall be from either the Automotive Test or Medium/Heavy Truck Test categories. Employees must pass two (2) tests from a single category and may not qualify for certification pay by combining and passing tests from two (2) categories. The list of qualified ASE courses and tests are listed below:

AUTOMOTIVE TESTS:

- A1 - Engine Repair
- A2 – Automatic Trans/Transaxle
- A3 – Manual Drive Train and Axles
- A4 – Suspension and Steering
- A5 – Brakes
- A6 – Electrical/Electronic Systems
- A7 – Heating and Air Conditioning
- A8 – Engine Performance

MEDIUM/HEAVY TRUCK TESTS:

- T1 – Gasoline Engines
- T2 – Diesel Engines
- T3 – Drive Train
- T4 – Brakes
- T5 – Suspension & Steering
- T6 – Electrical/Electronic Systems
- T7 – Heating, Ventilation, & Air Conditioning
- T8 – Preventive Maintenance Inspection

Employees eligible for ASE Certification pay shall not receive an increase in excess of six percent (6%) of base pay regardless of the number of ASE certified courses and tests passed.

Employees shall be responsible for maintaining and keeping current ASE certifications. Employees who do not possess current ASE certifications, as defined above, are not be eligible to receive certification pay.

Persons employed in the Maintenance Worker, Maintenance Foreman and Senior Maintenance Worker position classifications who complete the requirements and achieve NPSI Certified Playground Safety Inspector status shall receive an additional two-percent (2%) of base salary.

The City Manager, or designee, must approve all requests to complete coursework associated with employee eligibility for ASE automotive repair and NPSI playground inspection certificate pay.

34. SAFETY SHOE ALLOWANCE

The City will allow an annual maximum of \$260 for safety shoes for Maintenance Workers, Senior Maintenance Workers, Mechanic, Master Mechanic, and Maintenance Foreman.. The City will select the vendor from which an employee may purchase the safety shoes. Any cost in excess of \$260 will be the responsibility of the employee.

35. MILEAGE REIMBURSEMENT

Those employees utilizing their own vehicle for City business shall be reimbursed at the rate allowed by the Internal Revenue Service. Employees shall be reimbursed upon the submittal of a reimbursement form with their Department Director approval.

36. GRIEVANCE PROCEDURE

Grievance shall be defined as any good faith or reasonable complaint of an employee or a group of employees or a dispute between the City and said employee or a group of employees involving the interpretation, application, or enforcement of the Personnel and Policies Manual, Memoranda of Understanding, and Administrative Rules and Regulations Manual; provided, however, complaints involving disciplinary actions, and rejection from probation, are not grievable.

The steps of the grievance procedure are as follows:

- A.** Grievances must be discussed with the employee's immediate supervisor, or his/her superior in the event that the employee's problem is with the supervisor, within ten (10) working days of the occurrence of the event-giving rise thereto. The supervisor or his/her superior will attempt to resolve the matter and will, within a reasonable period of time, issue his/her decision on the matter in writing.

- B. If not previously resolved, the employee may, within ten (10) days of receiving the written decision of the employee's supervisor or his/her superior, submit a written request for review by the Department Director. The Department Director shall make such investigation of the facts and issues as is warranted under the circumstances and shall make a determination within ten (10) working days of receipt of the request and the written decision of the supervisor or his/her superior. (If the grievance was addressed by the department director under Section A., above, the employee may proceed directly to Section C., below.)
- C. If the employee is dissatisfied with the determination of the department head, the employee shall, within ten (10) working days of receipt of the department head's determination, notify the Department Director and the City Manager and/or Personnel Officer of the employee's desire to appeal such determination. Said notice shall be in writing.
- D. The City Manager and/or Personnel Officer, or his/her designee, shall arrange and conduct a meeting between the employee and the Department Director. At such meeting, discussion shall be limited to the issues raised in the initial grievance complaint and an earnest effort shall be made to resolve the problem.
- E. Following the meeting, the City Manager and/or Personnel Officer shall issue a statement of his/her conclusions and findings. The decision of the City Manager and/or Personnel Officer shall be final.

37. PEACEFUL PERFORMANCE

Apart from, and in addition to, existing legal restrictions on work stoppages, the Association hereby agrees that neither it, nor its officers, agents or representatives shall incite, encourage, or participate in any strike, sympathy strike, walkout, slowdown, speedup, sick-out, or other work stoppage during the life of this Agreement for any cause or dispute whatsoever. In the event of work stoppage or disruption as enumerated above, the Association, its officers, agents, and representatives shall do everything in their power to end or avert the same. Violation hereof will subject the violator to legal and equitable judicial relief.

Any employee engaging in or assisting any work stoppage or disruption as enumerated above, or refusing to perform duly assigned work shall be subject to discipline up to and including termination. The City reserves the right to selectively discipline employees hereunder.

It is understood that violation of this article by the Association will warrant the withdrawal of any rights, privileges or services provided in this Agreement and/or legal action by the City for redress and/or damages.

The inclusion of this article in this contract shall in no way be deemed to stop the City from seeking any form of legal, equitable, or administrative relief to which it may be entitled during the term of this contract.

38. CONSTRUCTION

Nothing contained in this Memorandum of Understanding, or any attachment thereto, is intended to, in any way, modify, interpret, construe, or change existing or future law, which may cover the topic. For purposes of the reference, law shall include the Federal and California Constitutions and all relevant Federal and California statutes, and all final appellate court decisions on the issue. References contained herein to matters covered by law are included simply for the purpose of drawing the attention of the parties to legal requirements related to City employees and the government of the City.

39. FULL UNDERSTANDING, MODIFICATION, WAIVER

It is intended that this Agreement sets forth the full and entire understanding of the parties regarding the matters set forth herein, and any other prior or existing understanding or agreements by the parties, whether formal or informal, regarding any such matters are hereby superseded or terminated in their entirety.

Except as specifically provided herein, it is agreed and understood that each party hereto voluntarily and unqualifiedly waives its right, and agrees that the other shall not be required to negotiate with respect to any subject or matter covered herein during the term of this Agreement.

Any agreement, alteration, understanding, variation, waiver, or modification of any of the terms or provisions contained herein shall not be binding upon the parties hereto unless made and executed in writing by all parties, hereto, and if required, approved and implemented by the City Council.

The waiver of any breach, term, or condition of this Agreement by either party shall not constitute a precedent in the future enforcement of all its terms and provisions.

40. SAVINGS CLAUSE

This Memorandum of Understanding is subject to all applicable Federal, State, and City laws, ordinances, resolutions, and any lawful rules and regulations enacted by the City Council. If any part or provision of the Memorandum of Understanding is in conflict or inconsistent with such applicable provisions of Federal, State, or City laws, ordinances, resolutions, or is otherwise held to be invalid or unenforceable by any tribunal of competent jurisdictions, such part or provision shall be suspended and superseded by such applicable law or regulations, and the remainder of this Memorandum of Understanding shall not be affected thereby.

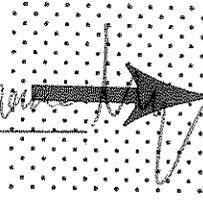
SIGNATURES ON THE FOLLOWING PAGE

City of Los Alamitos

Los Alamitos City Employees Association

Gerri L. Graham-Mejia
SIGN HERE

Gerri L. Graham-Mejia
Mayor



David Salas

David Salas
President

Kim Engel

Kim Engel
Co-President

Attest:

Windmera Quintanar

Windmera Quintanar, CMC
City Clerk

Approved as to Form:

Cary S. Reisman

Cary S. Reisman
City Attorney

LOS ALAMITOS CITY EMPLOYEES ASSOCIATION
SALARY SCHEDULE
November 2014
Tier 3

Exhibit A1

CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
10	Receptionist	HOURLY	14.88	15.63	16.41	17.23	18.09
		BI-WEEKLY	1,190	1,250	1,313	1,378	1,447
		MONTHLY	2,579	2,709	2,844	2,987	3,136
		ANNUAL	30,950	32,510	34,133	35,838	37,627
120	Records Clerk	HOURLY	17.48	18.34	19.26	20.23	21.24
		BI-WEEKLY	1,398	1,467	1,541	1,618	1,699
		MONTHLY	3,030	3,179	3,338	3,507	3,682
		ANNUAL	36,358	38,147	40,061	42,078	44,179
125	Maintenance Worker	HOURLY	18.72	19.65	20.63	21.66	22.74
		BI-WEEKLY	1,498	1,572	1,650	1,733	1,819
		MONTHLY	3,245	3,406	3,576	3,754	3,942
		ANNUAL	38,938	40,872	42,910	45,053	47,299
130	Secretary	HOURLY	19.86	20.86	21.90	22.99	24.14
		BI-WEEKLY	1,589	1,669	1,752	1,839	1,931
		MONTHLY	3,442	3,616	3,796	3,985	4,184
		ANNUAL	41,309	43,389	45,552	47,819	50,211
135	Records Specialist	HOURLY	20.67	21.70	22.78	23.93	25.12
140	Senior Maintenance Worker	BI-WEEKLY	1,654	1,736	1,822	1,914	2,010
		MONTHLY	3,583	3,761	3,949	4,148	4,354
		ANNUAL	42,994	45,136	47,382	49,774	52,250
145	Finance Assistant	HOURLY	21.73	22.82	23.97	25.16	26.42
150	Mechanic	BI-WEEKLY	1,738	1,826	1,918	2,013	2,114
152	Planning Aide	MONTHLY	3,767	3,955	4,155	4,361	4,579
		ANNUAL	45,198	47,466	49,858	52,333	54,954
155	Recreation Coordinator	HOURLY	21.94	23.04	24.19	25.40	26.68
		BI-WEEKLY	1,755	1,843	1,935	2,032	2,134
		MONTHLY	3,803	3,994	4,193	4,403	4,625
		ANNUAL	45,635	47,923	50,315	52,832	55,494
160	Department Secretary	HOURLY	22.38	23.50	24.68	25.91	27.21
		BI-WEEKLY	1,790	1,880	1,974	2,073	2,177
		MONTHLY	3,879	4,073	4,278	4,491	4,716
		ANNUAL	46,550	48,880	51,334	53,893	56,597
305	Senior Finance Assistant	HOURLY	24.13	25.34	26.60	27.93	29.33
		BI-WEEKLY	1,930	2,027	2,128	2,234	2,346
		MONTHLY	4,183	4,392	4,611	4,841	5,084
		ANNUAL	50,190	52,707	55,328	58,094	61,006

LOS ALAMITOS CITY EMPLOYEES ASSOCIATION
SALARY SCHEDULE
November 2014
Tier 3

CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
170	Assistant Planner	HOURLY	25.02	26.28	27.58	28.96	30.42
175	Code Enforcement Officer	BI-WEEKLY	2,002	2,102	2,206	2,317	2,434
		MONTHLY	4,337	4,555	4,781	5,020	5,273
		ANNUAL	52,042	54,662	57,366	60,237	63,274
180	Maintenance Foreman	HOURLY	25.24	26.50	27.82	29.21	30.67
185	Master Mechanic	BI-WEEKLY	2,019	2,120	2,226	2,337	2,454
		MONTHLY	4,375	4,593	4,822	5,063	5,316
		ANNUAL	52,499	55,120	57,866	60,757	63,794
210	Accountant	HOURLY	28.48	29.90	31.39	32.96	34.61
		BI-WEEKLY	2,278	2,392	2,511	2,637	2,769
		MONTHLY	4,937	5,183	5,441	5,713	5,999
		ANNUAL	59,238	62,192	65,291	68,557	71,989
195	Associate Planner	HOURLY	28.55	29.98	31.48	33.05	34.71
		BI-WEEKLY	2,284	2,398	2,518	2,644	2,777
		MONTHLY	4,949	5,197	5,457	5,729	6,016
		ANNUAL	59,384	62,358	65,478	68,744	72,197

LOS ALAMITOS CITY EMPLOYEES ASSOCIATION
SALARY SCHEDULE
November 2014
Tier 2

CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
110	Receptionist	HOURLY	15.25	16.02	16.82	17.65	18.54
		BI-WEEKLY	1,220	1,282	1,346	1,412	1,483
		MONTHLY	2,643	2,777	2,915	3,059	3,214
		ANNUAL	31,720	33,322	34,986	36,712	38,563
120	Records Clerk	HOURLY	17.91	18.81	19.75	20.73	21.77
		BI-WEEKLY	1,433	1,505	1,580	1,658	1,742
		MONTHLY	3,104	3,260	3,423	3,593	3,773
		ANNUAL	37,253	39,125	41,080	43,118	45,282
125	Maintenance Worker	HOURLY	19.18	20.14	21.15	22.21	23.31
		BI-WEEKLY	1,534	1,611	1,692	1,777	1,865
		MONTHLY	3,325	3,491	3,666	3,850	4,040
		ANNUAL	39,894	41,891	43,992	46,197	48,485
130	Secretary	HOURLY	20.36	21.37	22.44	23.57	24.75
		BI-WEEKLY	1,629	1,710	1,795	1,886	1,980
		MONTHLY	3,529	3,704	3,890	4,085	4,290
		ANNUAL	42,349	44,450	46,675	49,026	51,480
135	Records Specialist	HOURLY	21.19	22.25	23.36	24.52	25.75
140	Senior Maintenance Worker	BI-WEEKLY	1,695	1,780	1,869	1,962	2,060
		MONTHLY	3,673	3,857	4,049	4,250	4,463
		ANNUAL	44,075	46,280	48,589	51,002	53,560
145	Finance Assistant	HOURLY	22.28	23.39	24.57	25.79	27.08
150	Mechanic	BI-WEEKLY	1,782	1,871	1,966	2,063	2,166
152	Planning Aide	MONTHLY	3,862	4,054	4,259	4,470	4,694
		ANNUAL	46,342	48,651	51,106	53,643	56,326
155	Recreation Coordinator	HOURLY	22.50	23.62	24.79	26.04	27.34
		BI-WEEKLY	1,800	1,890	1,983	2,083	2,187
		MONTHLY	3,900	4,094	4,297	4,514	4,739
		ANNUAL	46,800	49,130	51,563	54,163	56,867
160	Department Secretary	HOURLY	22.95	24.09	25.30	26.56	27.89
		BI-WEEKLY	1,836	1,927	2,024	2,125	2,231
		MONTHLY	3,978	4,176	4,385	4,604	4,834
		ANNUAL	47,736	50,107	52,624	55,245	58,011
05	Senior Finance Assistant	HOURLY	24.74	25.98	27.27	28.63	30.07
		BI-WEEKLY	1,979	2,078	2,182	2,290	2,406
		MONTHLY	4,288	4,503	4,727	4,963	5,212
		ANNUAL	51,459	54,038	56,722	59,550	62,546

LOS ALAMITOS CITY EMPLOYEES ASSOCIATION
SALARY SCHEDULE
November 2014
Tier 2

CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
170	Assistant Planner	HOURLY	25.65	26.93	28.27	29.69	31.18
175	Code Enforcement Officer	BI-WEEKLY	2,052	2,154	2,262	2,375	2,494
		MONTHLY	4,446	4,668	4,900	5,146	5,405
		ANNUAL	53,352	56,014	58,802	61,755	64,854
180	Maintenance Foreman	HOURLY	25.86	27.16	28.52	29.94	31.44
185	Master Mechanic	BI-WEEKLY	2,069	2,173	2,282	2,395	2,515
		MONTHLY	4,482	4,708	4,943	5,190	5,450
		ANNUAL	53,789	56,493	59,322	62,275	65,395
210	Accountant	HOURLY	29.19	30.65	32.18	33.78	35.47
		BI-WEEKLY	2,335	2,452	2,574	2,702	2,838
		MONTHLY	5,060	5,313	5,578	5,855	6,148
		ANNUAL	60,715	63,752	66,934	70,262	73,778
195	Associate Planner	HOURLY	29.27	30.74	32.27	33.88	35.58
		BI-WEEKLY	2,342	2,459	2,582	2,710	2,846
		MONTHLY	5,073	5,328	5,593	5,873	6,167
		ANNUAL	60,882	63,939	67,122	70,470	74,006

LOS ALAMITOS CITY EMPLOYEES ASSOCIATION
SALARY SCHEDULE
November 2014
Tier 1

CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
110	Receptionist	HOURLY	15.64	16.42	17.24	18.10	19.00
		BI-WEEKLY	1,251	1,314	1,379	1,448	1,520
		MONTHLY	2,711	2,846	2,988	3,137	3,293
		ANNUAL	32,531	34,154	35,859	37,648	39,520
120	Records Clerk	HOURLY	18.35	19.28	20.24	21.25	22.32
		BI-WEEKLY	1,468	1,542	1,619	1,700	1,786
		MONTHLY	3,181	3,342	3,508	3,683	3,869
		ANNUAL	38,168	40,102	42,099	44,200	46,426
125	Maintenance Worker	HOURLY	19.66	20.64	21.67	22.75	23.90
		BI-WEEKLY	1,573	1,651	1,734	1,820	1,912
		MONTHLY	3,408	3,578	3,756	3,943	4,143
		ANNUAL	40,893	42,931	45,074	47,320	49,712
130	Secretary	HOURLY	20.87	21.91	23.01	24.15	25.37
		BI-WEEKLY	1,670	1,753	1,841	1,932	2,030
		MONTHLY	3,617	3,798	3,988	4,186	4,397
		ANNUAL	43,410	45,573	47,861	50,232	52,770
135	Records Specialist	HOURLY	21.71	22.80	23.94	25.14	26.40
		BI-WEEKLY	1,737	1,824	1,915	2,011	2,112
		MONTHLY	3,763	3,952	4,150	4,358	4,576
		ANNUAL	45,157	47,424	49,795	52,291	54,912
140	Senior Maintenance Worker	HOURLY	22.84	23.98	25.17	26.44	27.76
		BI-WEEKLY	1,827	1,918	2,014	2,115	2,221
		MONTHLY	3,959	4,157	4,363	4,583	4,812
		ANNUAL	47,507	49,878	52,354	54,995	57,741
145	Finance Assistant	HOURLY	23.05	24.21	25.42	26.69	28.03
		BI-WEEKLY	1,844	1,937	2,034	2,135	2,242
		MONTHLY	3,995	4,196	4,406	4,626	4,859
		ANNUAL	47,944	50,357	52,874	55,515	58,302
150	Mechanic	HOURLY	23.51	24.69	25.93	27.22	28.58
		BI-WEEKLY	1,881	1,975	2,074	2,178	2,286
		MONTHLY	4,075	4,280	4,495	4,718	4,954
		ANNUAL	48,901	51,355	53,934	56,618	59,446
152	Planning Aide	HOURLY	25.36	26.63	27.95	29.36	30.82
		BI-WEEKLY	2,029	2,130	2,236	2,349	2,466
		MONTHLY	4,396	4,616	4,845	5,089	5,342
		ANNUAL	52,749	55,390	58,136	61,069	64,106
155	Recreation Coordinator	HOURLY	23.51	24.69	25.93	27.22	28.58
		BI-WEEKLY	1,881	1,975	2,074	2,178	2,286
		MONTHLY	4,075	4,280	4,495	4,718	4,954
		ANNUAL	48,901	51,355	53,934	56,618	59,446
160	Department Secretary	HOURLY	23.51	24.69	25.93	27.22	28.58
		BI-WEEKLY	1,881	1,975	2,074	2,178	2,286
		MONTHLY	4,075	4,280	4,495	4,718	4,954
		ANNUAL	48,901	51,355	53,934	56,618	59,446
165	Senior Finance Assistant	HOURLY	25.36	26.63	27.95	29.36	30.82
		BI-WEEKLY	2,029	2,130	2,236	2,349	2,466
		MONTHLY	4,396	4,616	4,845	5,089	5,342
		ANNUAL	52,749	55,390	58,136	61,069	64,106

LOS ALAMITOS CITY EMPLOYEES ASSOCIATION
SALARY SCHEDULE
November 2014
Tier 1

CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
170	Assistant Planner	HOURLY	26.29	27.60	28.98	30.44	31.95
175	Code Enforcement Officer	BI-WEEKLY	2,103	2,208	2,318	2,435	2,556
		MONTHLY	4,557	4,784	5,023	5,276	5,538
		ANNUAL	54,683	57,408	60,278	63,315	66,456
180	Maintenance Foreman	HOURLY	26.51	27.84	29.23	30.69	32.23
185	Master Mechanic	BI-WEEKLY	2,121	2,227	2,338	2,455	2,578
		MONTHLY	4,595	4,826	5,067	5,320	5,587
		ANNUAL	55,141	57,907	60,798	63,835	67,038
210	Accountant	HOURLY	29.92	31.42	32.98	34.63	36.36
		BI-WEEKLY	2,394	2,514	2,638	2,770	2,909
		MONTHLY	5,186	5,446	5,717	6,003	6,302
		ANNUAL	62,234	65,354	68,598	72,030	75,629
195	Associate Planner	HOURLY	30.00	31.50	33.07	34.73	36.46
		BI-WEEKLY	2,400	2,520	2,646	2,778	2,917
		MONTHLY	5,200	5,460	5,732	6,020	6,320
		ANNUAL	62,400	65,520	68,786	72,238	75,837

LOS ALAMITOS CITY EMPLOYEES ASSOCIATION Exhibit A2
SALARY SCHEDULE
November 2015
Tier 3

CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
110	Receptionist	HOURLY	15.33	16.10	16.90	17.75	18.63
		BI-WEEKLY	1,226	1,288	1,352	1,420	1,490
		MONTHLY	2,657	2,791	2,929	3,077	3,229
		ANNUAL	31,886	33,488	35,152	36,920	38,750
120	Records Clerk	HOURLY	18.00	18.89	19.84	20.84	21.88
		BI-WEEKLY	1,440	1,511	1,587	1,667	1,750
		MONTHLY	3,120	3,274	3,439	3,612	3,793
		ANNUAL	37,440	39,291	41,267	43,347	45,510
125	Maintenance Worker	HOURLY	19.28	20.24	21.25	22.31	23.42
		BI-WEEKLY	1,542	1,619	1,700	1,785	1,874
		MONTHLY	3,342	3,508	3,683	3,867	4,059
		ANNUAL	40,102	42,099	44,200	46,405	48,714
130	Secretary	HOURLY	20.46	21.49	22.56	23.68	24.86
		BI-WEEKLY	1,637	1,719	1,805	1,894	1,989
		MONTHLY	3,546	3,725	3,910	4,105	4,309
		ANNUAL	42,557	44,699	46,925	49,254	51,709
135	Records Specialist	HOURLY	21.29	22.35	23.46	24.65	25.87
140	Senior Maintenance Worker	BI-WEEKLY	1,703	1,788	1,877	1,972	2,070
		MONTHLY	3,690	3,874	4,066	4,273	4,484
		ANNUAL	44,283	46,488	48,797	51,272	53,810
145	Finance Assistant	HOURLY	22.38	23.50	24.69	25.91	27.21
150	Mechanic	BI-WEEKLY	1,790	1,880	1,975	2,073	2,177
152	Planning Aide	MONTHLY	3,879	4,073	4,280	4,491	4,716
		ANNUAL	46,550	48,880	51,355	53,893	56,597
155	Recreation Coordinator	HOURLY	22.60	23.73	24.92	26.16	27.48
		BI-WEEKLY	1,808	1,898	1,994	2,093	2,198
		MONTHLY	3,917	4,113	4,319	4,534	4,763
		ANNUAL	47,008	49,358	51,834	54,413	57,158
160	Department Secretary	HOURLY	23.05	24.21	25.42	26.69	28.03
		BI-WEEKLY	1,844	1,937	2,034	2,135	2,242
		MONTHLY	3,995	4,196	4,406	4,626	4,859
		ANNUAL	47,944	50,357	52,874	55,515	58,302
05	Senior Finance Assistant	HOURLY	24.85	26.10	27.40	28.77	30.21
		BI-WEEKLY	1,988	2,088	2,192	2,302	2,417
		MONTHLY	4,307	4,524	4,749	4,987	5,236
		ANNUAL	51,688	54,288	56,992	59,842	62,837

**LOS ALAMITOS CITY EMPLOYEES ASSOCIATION
SALARY SCHEDULE
November 2015
Tier 3**

CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
170	Assistant Planner	HOURLY	25.77	27.07	28.41	29.83	31.33
175	Code Enforcement Officer	BI-WEEKLY	2,062	2,166	2,273	2,386	2,506
		MONTHLY	4,467	4,692	4,924	5,171	5,431
		ANNUAL	53,602	56,306	59,093	62,046	65,166
180	Maintenance Foreman	HOURLY	26.00	27.30	28.65	30.09	31.59
185	Master Mechanic	BI-WEEKLY	2,080	2,184	2,292	2,407	2,527
		MONTHLY	4,507	4,732	4,966	5,216	5,476
		ANNUAL	54,080	56,784	59,592	62,587	65,707
210	Accountant	HOURLY	29.33	30.80	32.33	33.95	35.65
		BI-WEEKLY	2,346	2,464	2,586	2,716	2,852
		MONTHLY	5,084	5,339	5,604	5,885	6,179
		ANNUAL	61,006	64,064	67,246	70,616	74,152
195	Associate Planner	HOURLY	29.41	30.88	32.42	34.04	35.75
		BI-WEEKLY	2,353	2,470	2,594	2,723	2,860
		MONTHLY	5,098	5,353	5,619	5,900	6,197
		ANNUAL	61,173	64,230	67,434	70,803	74,360

LOS ALAMITOS CITY EMPLOYEES ASSOCIATION
SALARY SCHEDULE
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Tier 2

CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
110	Receptionist	HOURLY	15.71	16.50	17.32	18.18	19.10
		BI-WEEKLY	1,257	1,320	1,386	1,454	1,528
		MONTHLY	2,723	2,860	3,002	3,151	3,311
		ANNUAL	32,677	34,320	36,026	37,814	39,728
120	Records Clerk	HOURLY	18.45	19.37	20.34	21.35	22.42
		BI-WEEKLY	1,476	1,550	1,627	1,708	1,794
		MONTHLY	3,198	3,357	3,526	3,701	3,886
		ANNUAL	38,376	40,290	42,307	44,408	46,634
125	Maintenance Worker	HOURLY	19.76	20.74	21.78	22.88	24.01
		BI-WEEKLY	1,581	1,659	1,742	1,830	1,921
		MONTHLY	3,425	3,595	3,775	3,966	4,162
		ANNUAL	41,101	43,139	45,302	47,590	49,941
130	Secretary	HOURLY	20.97	22.01	23.11	24.28	25.49
		BI-WEEKLY	1,678	1,761	1,849	1,942	2,039
		MONTHLY	3,635	3,815	4,006	4,209	4,418
		ANNUAL	43,618	45,781	48,069	50,502	53,019
135	Records Specialist	HOURLY	21.83	22.92	24.06	25.26	26.52
140	Senior Maintenance Worker	BI-WEEKLY	1,746	1,834	1,925	2,021	2,122
		MONTHLY	3,784	3,973	4,170	4,378	4,597
		ANNUAL	45,406	47,674	50,045	52,541	55,162
145	Finance Assistant	HOURLY	22.95	24.09	25.31	26.56	27.89
150	Mechanic	BI-WEEKLY	1,836	1,927	2,025	2,125	2,231
152	Planning Aide	MONTHLY	3,978	4,176	4,387	4,604	4,834
		ANNUAL	47,736	50,107	52,645	55,245	58,011
155	Recreation Coordinator	HOURLY	23.18	24.33	25.53	26.82	28.16
		BI-WEEKLY	1,854	1,946	2,042	2,146	2,253
		MONTHLY	4,018	4,217	4,425	4,649	4,881
		ANNUAL	48,214	50,606	53,102	55,786	58,573
160	Department Secretary	HOURLY	23.64	24.81	26.06	27.36	28.73
		BI-WEEKLY	1,891	1,985	2,085	2,189	2,298
		MONTHLY	4,098	4,300	4,517	4,742	4,980
		ANNUAL	49,171	51,605	54,205	56,909	59,758
05	Senior Finance Assistant	HOURLY	25.48	26.76	28.09	29.49	30.97
		BI-WEEKLY	2,038	2,141	2,247	2,359	2,478
		MONTHLY	4,417	4,638	4,869	5,112	5,368
		ANNUAL	52,998	55,661	58,427	61,339	64,418

LOS ALAMITOS CITY EMPLOYEES ASSOCIATION
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Tier 2

CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
170	Assistant Planner	HOURLY	26.42	27.74	29.12	30.58	32.12
175	Code Enforcement Officer	BI-WEEKLY	2,114	2,219	2,330	2,446	2,570
		MONTHLY	4,579	4,808	5,047	5,301	5,567
		ANNUAL	54,954	57,699	60,570	63,606	66,810
180	Maintenance Foreman	HOURLY	26.64	27.97	29.38	30.84	32.38
185	Master Mechanic	BI-WEEKLY	2,131	2,238	2,350	2,467	2,590
		MONTHLY	4,618	4,848	5,093	5,346	5,613
		ANNUAL	55,411	58,178	61,110	64,147	67,350
210	Accountant	HOURLY	30.07	31.57	33.15	34.79	36.53
		BI-WEEKLY	2,406	2,526	2,652	2,783	2,922
		MONTHLY	5,212	5,472	5,746	6,030	6,332
		ANNUAL	62,546	65,666	68,952	72,363	75,982
195	Associate Planner	HOURLY	30.15	31.66	33.24	34.90	36.65
		BI-WEEKLY	2,412	2,533	2,659	2,792	2,932
		MONTHLY	5,226	5,488	5,762	6,049	6,353
		ANNUAL	62,712	65,853	69,139	72,592	76,232

LOS ALAMITOS CITY EMPLOYEES ASSOCIATION
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Tier 1

CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
110	Receptionist	HOURLY	16.11	16.91	17.76	18.64	19.57
		BI-WEEKLY	1,289	1,353	1,421	1,491	1,566
		MONTHLY	2,792	2,931	3,078	3,231	3,392
		ANNUAL	33,509	35,173	36,941	38,771	40,706
120	Records Clerk	HOURLY	18.90	19.86	20.85	21.89	22.99
		BI-WEEKLY	1,512	1,589	1,668	1,751	1,839
		MONTHLY	3,276	3,442	3,614	3,794	3,985
		ANNUAL	39,312	41,309	43,368	45,531	47,819
125	Maintenance Worker	HOURLY	20.25	21.26	22.32	23.43	24.62
		BI-WEEKLY	1,620	1,701	1,786	1,874	1,970
		MONTHLY	3,510	3,685	3,869	4,061	4,267
		ANNUAL	42,120	44,221	46,426	48,734	51,210
130	Secretary	HOURLY	21.50	22.57	23.70	24.87	26.13
		BI-WEEKLY	1,720	1,806	1,896	1,990	2,090
		MONTHLY	3,727	3,912	4,108	4,311	4,529
		ANNUAL	44,720	46,946	49,296	51,730	54,350
135	Records Specialist	HOURLY	22.36	23.48	24.66	25.89	27.19
140	Senior Maintenance Worker	BI-WEEKLY	1,789	1,878	1,973	2,071	2,175
		MONTHLY	3,876	4,070	4,274	4,488	4,713
		ANNUAL	46,509	48,838	51,293	53,851	56,555
145	Finance Assistant	HOURLY	23.53	24.70	25.93	27.23	28.59
150	Mechanic	BI-WEEKLY	1,882	1,976	2,074	2,178	2,287
152	Planning Aide	MONTHLY	4,079	4,281	4,495	4,720	4,956
		ANNUAL	48,942	51,376	53,934	56,638	59,467
155	Recreation Coordinator	HOURLY	23.74	24.94	26.18	27.49	28.87
		BI-WEEKLY	1,899	1,995	2,094	2,199	2,310
		MONTHLY	4,115	4,323	4,538	4,765	5,004
		ANNUAL	49,379	51,875	54,454	57,179	60,050
160	Department Secretary	HOURLY	24.22	25.43	26.71	28.04	29.44
		BI-WEEKLY	1,938	2,034	2,137	2,243	2,355
		MONTHLY	4,198	4,408	4,630	4,860	5,103
		ANNUAL	50,378	52,894	55,557	58,323	61,235
165	Senior Finance Assistant	HOURLY	26.12	27.43	28.79	30.24	31.74
		BI-WEEKLY	2,090	2,194	2,303	2,419	2,539
		MONTHLY	4,527	4,755	4,990	5,242	5,502
		ANNUAL	54,330	57,054	59,883	62,899	66,019

LOS ALAMITOS CITY EMPLOYEES ASSOCIATION
SALARY SCHEDULE
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Tier 1

CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
170	Assistant Planner	HOURLY	27.08	28.43	29.85	31.35	32.91
175	Code Enforcement Officer	BI-WEEKLY	2,166	2,274	2,388	2,508	2,633
		MONTHLY	4,694	4,928	5,174	5,434	5,704
		ANNUAL	56,326	59,134	62,088	65,208	68,453
180	Maintenance Foreman	HOURLY	27.31	28.68	30.11	31.61	33.20
185	Master Mechanic	BI-WEEKLY	2,185	2,294	2,409	2,529	2,656
		MONTHLY	4,734	4,971	5,219	5,479	5,755
		ANNUAL	56,805	59,654	62,629	65,749	69,056
210	Accountant	HOURLY	30.82	32.36	33.97	35.67	37.45
		BI-WEEKLY	2,466	2,589	2,718	2,854	2,996
		MONTHLY	5,342	5,609	5,888	6,183	6,491
		ANNUAL	64,106	67,309	70,658	74,194	77,896
195	Associate Planner	HOURLY	30.90	32.45	34.06	35.77	37.55
		BI-WEEKLY	2,472	2,596	2,725	2,862	3,004
		MONTHLY	5,356	5,625	5,904	6,200	6,509
		ANNUAL	64,272	67,496	70,845	74,402	78,104

LOS ALAMITOS CITY EMPLOYEES ASSOCIATION
SALARY SCHEDULE
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Tier 3

Exhibit A3

CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
110	Receptionist	HOURLY	15.64	16.42	17.24	18.11	19.00
		BI-WEEKLY	1,251	1,314	1,379	1,449	1,520
		MONTHLY	2,711	2,846	2,988	3,139	3,293
		ANNUAL	32,531	34,154	35,859	37,669	39,520
120	Records Clerk	HOURLY	18.36	19.27	20.24	21.26	22.32
		BI-WEEKLY	1,469	1,542	1,619	1,701	1,786
		MONTHLY	3,182	3,340	3,508	3,685	3,869
		ANNUAL	38,189	40,082	42,099	44,221	46,426
125	Maintenance Worker	HOURLY	19.67	20.64	21.68	22.76	23.89
		BI-WEEKLY	1,574	1,651	1,734	1,821	1,911
		MONTHLY	3,409	3,578	3,758	3,945	4,141
		ANNUAL	40,914	42,931	45,094	47,341	49,691
130	Secretary	HOURLY	20.87	21.92	23.01	24.15	25.36
		BI-WEEKLY	1,670	1,754	1,841	1,932	2,029
		MONTHLY	3,617	3,799	3,988	4,186	4,396
		ANNUAL	43,410	45,594	47,861	50,232	52,749
135	Records Specialist	HOURLY	21.72	22.80	23.93	25.14	26.39
		BI-WEEKLY	1,738	1,824	1,914	2,011	2,111
		MONTHLY	3,765	3,952	4,148	4,358	4,574
		ANNUAL	45,178	47,424	49,774	52,291	54,891
140	Senior Maintenance Worker	HOURLY	21.72	22.80	23.93	25.14	26.39
		BI-WEEKLY	1,738	1,824	1,914	2,011	2,111
		MONTHLY	3,765	3,952	4,148	4,358	4,574
		ANNUAL	45,178	47,424	49,774	52,291	54,891
145	Finance Assistant	HOURLY	22.83	23.97	25.18	26.43	27.75
		BI-WEEKLY	1,826	1,918	2,014	2,114	2,220
		MONTHLY	3,957	4,155	4,365	4,581	4,810
		ANNUAL	47,486	49,858	52,374	54,974	57,720
150	Mechanic	HOURLY	22.83	23.97	25.18	26.43	27.75
		BI-WEEKLY	1,826	1,918	2,014	2,114	2,220
		MONTHLY	3,957	4,155	4,365	4,581	4,810
		ANNUAL	47,486	49,858	52,374	54,974	57,720
152	Planning Aide	HOURLY	22.83	23.97	25.18	26.43	27.75
		BI-WEEKLY	1,826	1,918	2,014	2,114	2,220
		MONTHLY	3,957	4,155	4,365	4,581	4,810
		ANNUAL	47,486	49,858	52,374	54,974	57,720
155	Recreation Coordinator	HOURLY	23.05	24.20	25.42	26.68	28.03
		BI-WEEKLY	1,844	1,936	2,034	2,134	2,242
		MONTHLY	3,995	4,195	4,406	4,625	4,859
		ANNUAL	47,944	50,336	52,874	55,494	58,302
160	Department Secretary	HOURLY	23.51	24.69	25.93	27.22	28.59
		BI-WEEKLY	1,881	1,975	2,074	2,178	2,287
		MONTHLY	4,075	4,280	4,495	4,718	4,956
		ANNUAL	48,901	51,355	53,934	56,618	59,467
05	Senior Finance Assistant	HOURLY	25.35	26.62	27.95	29.35	30.81
		BI-WEEKLY	2,028	2,130	2,236	2,348	2,465
		MONTHLY	4,394	4,614	4,845	5,087	5,340
		ANNUAL	52,728	55,370	58,136	61,048	64,085

LOS ALAMITOS CITY EMPLOYEES ASSOCIATION
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CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
170	Assistant Planner	HOURLY	26.29	27.61	28.98	30.43	31.96
175	Code Enforcement Officer	BI-WEEKLY	2,103	2,209	2,318	2,434	2,557
		MONTHLY	4,557	4,786	5,023	5,275	5,540
		ANNUAL	54,683	57,429	60,278	63,294	66,477
180	Maintenance Foreman	HOURLY	26.52	27.85	29.22	30.69	32.22
185	Master Mechanic	BI-WEEKLY	2,122	2,228	2,338	2,455	2,578
		MONTHLY	4,597	4,827	5,065	5,320	5,585
		ANNUAL	55,162	57,928	60,778	63,835	67,018
210	Accountant	HOURLY	29.92	31.42	32.98	34.63	36.36
		BI-WEEKLY	2,394	2,514	2,638	2,770	2,909
		MONTHLY	5,186	5,446	5,717	6,003	6,302
		ANNUAL	62,234	65,354	68,598	72,030	75,629
195	Associate Planner	HOURLY	30.00	31.50	33.07	34.72	36.47
		BI-WEEKLY	2,400	2,520	2,646	2,778	2,918
		MONTHLY	5,200	5,460	5,732	6,018	6,321
		ANNUAL	62,400	65,520	68,786	72,218	75,858

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CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
110	Receptionist	HOURLY	16.02	16.83	17.67	18.54	19.48
		BI-WEEKLY	1,282	1,346	1,414	1,483	1,558
		MONTHLY	2,777	2,917	3,063	3,214	3,377
		ANNUAL	33,322	35,006	36,754	38,563	40,518
120	Records Clerk	HOURLY	18.82	19.76	20.75	21.78	22.87
		BI-WEEKLY	1,506	1,581	1,660	1,742	1,830
		MONTHLY	3,262	3,425	3,597	3,775	3,964
		ANNUAL	39,146	41,101	43,160	45,302	47,570
125	Maintenance Worker	HOURLY	20.16	21.15	22.22	23.34	24.49
		BI-WEEKLY	1,613	1,692	1,778	1,867	1,959
		MONTHLY	3,494	3,666	3,851	4,046	4,245
		ANNUAL	41,933	43,992	46,218	48,547	50,939
130	Secretary	HOURLY	21.39	22.45	23.57	24.77	26.00
		BI-WEEKLY	1,711	1,796	1,886	1,982	2,080
		MONTHLY	3,708	3,891	4,085	4,293	4,507
		ANNUAL	44,491	46,696	49,026	51,522	54,080
135	Records Specialist	HOURLY	22.27	23.38	24.54	25.77	27.05
140	Senior Maintenance Worker	BI-WEEKLY	1,782	1,870	1,963	2,062	2,164
		MONTHLY	3,860	4,053	4,254	4,467	4,689
		ANNUAL	46,322	48,630	51,043	53,602	56,264
145	Finance Assistant	HOURLY	23.41	24.57	25.82	27.09	28.45
150	Mechanic	BI-WEEKLY	1,873	1,966	2,066	2,167	2,276
152	Planning Aide	MONTHLY	4,058	4,259	4,475	4,696	4,931
		ANNUAL	48,693	51,106	53,706	56,347	59,176
155	Recreation Coordinator	HOURLY	23.64	24.82	26.04	27.36	28.72
		BI-WEEKLY	1,891	1,986	2,083	2,189	2,298
		MONTHLY	4,098	4,302	4,514	4,742	4,978
		ANNUAL	49,171	51,626	54,163	56,909	59,738
160	Department Secretary	HOURLY	24.11	25.31	26.58	27.91	29.30
		BI-WEEKLY	1,929	2,025	2,126	2,233	2,344
		MONTHLY	4,179	4,387	4,607	4,838	5,079
		ANNUAL	50,149	52,645	55,286	58,053	60,944
105	Senior Finance Assistant	HOURLY	25.99	27.30	28.65	30.08	31.59
		BI-WEEKLY	2,079	2,184	2,292	2,406	2,527
		MONTHLY	4,505	4,732	4,966	5,214	5,476
		ANNUAL	54,059	56,784	59,592	62,566	65,707

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CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
170	Assistant Planner	HOURLY	26.95	28.29	29.70	31.19	32.76
175	Code Enforcement Officer	BI-WEEKLY	2,156	2,263	2,376	2,495	2,621
		MONTHLY	4,671	4,904	5,148	5,406	5,678
		ANNUAL	56,056	58,843	61,776	64,875	68,141
180	Maintenance Foreman	HOURLY	27.17	28.53	29.97	31.46	33.03
185	Master Mechanic	BI-WEEKLY	2,174	2,282	2,398	2,517	2,642
		MONTHLY	4,709	4,945	5,195	5,453	5,725
		ANNUAL	56,514	59,342	62,338	65,437	68,702
210	Accountant	HOURLY	30.67	32.20	33.81	35.49	37.26
		BI-WEEKLY	2,454	2,576	2,705	2,839	2,981
		MONTHLY	5,316	5,581	5,860	6,152	6,458
		ANNUAL	63,794	66,976	70,325	73,819	77,501
195	Associate Planner	HOURLY	30.75	32.29	33.90	35.60	37.38
		BI-WEEKLY	2,460	2,583	2,712	2,848	2,990
		MONTHLY	5,330	5,597	5,876	6,171	6,479
		ANNUAL	63,960	67,163	70,512	74,048	77,750

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CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
110	Receptionist	HOURLY	16.43	17.25	18.12	19.01	19.96
		BI-WEEKLY	1,314	1,380	1,450	1,521	1,597
		MONTHLY	2,848	2,990	3,141	3,295	3,460
		ANNUAL	34,174	35,880	37,690	39,541	41,517
120	Records Clerk	HOURLY	19.28	20.26	21.27	22.33	23.45
		BI-WEEKLY	1,542	1,621	1,702	1,786	1,876
		MONTHLY	3,342	3,512	3,687	3,871	4,065
		ANNUAL	40,102	42,141	44,242	46,446	48,776
125	Maintenance Worker	HOURLY	20.66	21.69	22.77	23.90	25.11
		BI-WEEKLY	1,653	1,735	1,822	1,912	2,009
		MONTHLY	3,581	3,760	3,947	4,143	4,352
		ANNUAL	42,973	45,115	47,362	49,712	52,229
130	Secretary	HOURLY	21.93	23.02	24.17	25.37	26.65
		BI-WEEKLY	1,754	1,842	1,934	2,030	2,132
		MONTHLY	3,801	3,990	4,189	4,397	4,619
		ANNUAL	45,614	47,882	50,274	52,770	55,432
135	Records Specialist	HOURLY	22.81	23.95	25.15	26.41	27.73
		BI-WEEKLY	1,825	1,916	2,012	2,113	2,218
		MONTHLY	3,954	4,151	4,359	4,578	4,807
		ANNUAL	47,445	49,816	52,312	54,933	57,678
140	Senior Maintenance Worker	HOURLY	22.81	23.95	25.15	26.41	27.73
		BI-WEEKLY	1,825	1,916	2,012	2,113	2,218
		MONTHLY	3,954	4,151	4,359	4,578	4,807
		ANNUAL	47,445	49,816	52,312	54,933	57,678
145	Finance Assistant	HOURLY	24.00	25.19	26.45	27.77	29.16
		BI-WEEKLY	1,920	2,015	2,116	2,222	2,333
		MONTHLY	4,160	4,366	4,585	4,813	5,054
		ANNUAL	49,920	52,395	55,016	57,762	60,653
150	Mechanic	HOURLY	24.00	25.19	26.45	27.77	29.16
		BI-WEEKLY	1,920	2,015	2,116	2,222	2,333
		MONTHLY	4,160	4,366	4,585	4,813	5,054
		ANNUAL	49,920	52,395	55,016	57,762	60,653
152	Planning Aide	HOURLY	24.00	25.19	26.45	27.77	29.16
		BI-WEEKLY	1,920	2,015	2,116	2,222	2,333
		MONTHLY	4,160	4,366	4,585	4,813	5,054
		ANNUAL	49,920	52,395	55,016	57,762	60,653
155	Recreation Coordinator	HOURLY	24.21	25.44	26.70	28.04	29.45
		BI-WEEKLY	1,937	2,035	2,136	2,243	2,356
		MONTHLY	4,196	4,410	4,628	4,860	5,105
		ANNUAL	50,357	52,915	55,536	58,323	61,256
160	Department Secretary	HOURLY	24.70	25.94	27.24	28.60	30.03
		BI-WEEKLY	1,976	2,075	2,179	2,288	2,402
		MONTHLY	4,281	4,496	4,722	4,957	5,205
		ANNUAL	51,376	53,955	56,659	59,488	62,462
105	Senior Finance Assistant	HOURLY	26.64	27.98	29.37	30.84	32.37
		BI-WEEKLY	2,131	2,238	2,350	2,467	2,590
		MONTHLY	4,618	4,850	5,091	5,346	5,611
		ANNUAL	55,411	58,198	61,090	64,147	67,330

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CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
170	Assistant Planner	HOURLY	27.62	29.00	30.45	31.98	33.57
175	Code Enforcement Officer	BI-WEEKLY	2,210	2,320	2,436	2,558	2,686
		MONTHLY	4,787	5,027	5,278	5,543	5,819
		ANNUAL	57,450	60,320	63,336	66,518	69,826
180	Maintenance Foreman	HOURLY	27.86	29.25	30.71	32.24	33.86
185	Master Mechanic	BI-WEEKLY	2,229	2,340	2,457	2,579	2,709
		MONTHLY	4,829	5,070	5,323	5,588	5,869
		ANNUAL	57,949	60,840	63,877	67,059	70,429
210	Accountant	HOURLY	31.44	33.01	34.65	36.38	38.20
		BI-WEEKLY	2,515	2,641	2,772	2,910	3,056
		MONTHLY	5,450	5,722	6,006	6,306	6,621
		ANNUAL	65,395	68,661	72,072	75,670	79,456
195	Associate Planner	HOURLY	31.52	33.10	34.74	36.49	38.30
		BI-WEEKLY	2,522	2,648	2,779	2,919	3,064
		MONTHLY	5,463	5,737	6,022	6,325	6,639
		ANNUAL	65,562	68,848	72,259	75,899	79,664

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CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
110	Receptionist	HOURLY	15.87	16.67	17.50	18.38	19.29
		BI-WEEKLY	1,270	1,334	1,400	1,470	1,543
		MONTHLY	2,751	2,889	3,033	3,186	3,344
		ANNUAL	33,010	34,674	36,400	38,230	40,123
120	Records Clerk	HOURLY	18.64	19.56	20.54	21.58	22.65
		BI-WEEKLY	1,491	1,565	1,643	1,726	1,812
		MONTHLY	3,231	3,390	3,560	3,741	3,926
		ANNUAL	38,771	40,685	42,723	44,886	47,112
125	Maintenance Worker	HOURLY	19.97	20.95	22.01	23.10	24.25
		BI-WEEKLY	1,598	1,676	1,761	1,848	1,940
		MONTHLY	3,461	3,631	3,815	4,004	4,203
		ANNUAL	41,538	43,576	45,781	48,048	50,440
130	Secretary	HOURLY	21.18	22.25	23.36	24.51	25.74
		BI-WEEKLY	1,694	1,780	1,869	1,961	2,059
		MONTHLY	3,671	3,857	4,049	4,248	4,462
		ANNUAL	44,054	46,280	48,589	50,981	53,539
135	Records Specialist	HOURLY	22.05	23.14	24.29	25.52	26.79
140	Senior Maintenance Worker	BI-WEEKLY	1,764	1,851	1,943	2,042	2,143
		MONTHLY	3,822	4,011	4,210	4,423	4,644
		ANNUAL	45,864	48,131	50,523	53,082	55,723
145	Finance Assistant	HOURLY	23.17	24.33	25.56	26.83	28.17
150	Mechanic	BI-WEEKLY	1,854	1,946	2,045	2,146	2,254
152	Planning Aide	MONTHLY	4,016	4,217	4,430	4,651	4,883
		ANNUAL	48,194	50,606	53,165	55,806	58,594
155	Recreation Coordinator	HOURLY	23.40	24.56	25.80	27.08	28.45
		BI-WEEKLY	1,872	1,965	2,064	2,166	2,276
		MONTHLY	4,056	4,257	4,472	4,694	4,931
		ANNUAL	48,672	51,085	53,664	56,326	59,176
160	Department Secretary	HOURLY	23.86	25.06	26.32	27.63	29.02
		BI-WEEKLY	1,909	2,005	2,106	2,210	2,322
		MONTHLY	4,136	4,344	4,562	4,789	5,030
		ANNUAL	49,629	52,125	54,746	57,470	60,362
05	Senior Finance Assistant	HOURLY	25.73	27.02	28.37	29.79	31.27
		BI-WEEKLY	2,058	2,162	2,270	2,383	2,502
		MONTHLY	4,460	4,683	4,917	5,164	5,420
		ANNUAL	53,518	56,202	59,010	61,963	65,042

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CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
170	Assistant Planner	HOURLY	26.68	28.02	29.41	30.89	32.44
175	Code Enforcement Officer	BI-WEEKLY	2,134	2,242	2,353	2,471	2,595
		MONTHLY	4,625	4,857	5,098	5,354	5,623
		ANNUAL	55,494	58,282	61,173	64,251	67,475
180	Maintenance Foreman	HOURLY	26.92	28.27	29.66	31.15	32.70
185	Master Mechanic	BI-WEEKLY	2,154	2,262	2,373	2,492	2,616
		MONTHLY	4,666	4,900	5,141	5,399	5,668
		ANNUAL	55,994	58,802	61,693	64,792	68,016
210	Accountant	HOURLY	30.37	31.89	33.47	35.15	36.91
		BI-WEEKLY	2,430	2,551	2,678	2,812	2,953
		MONTHLY	5,264	5,528	5,801	6,093	6,398
		ANNUAL	63,170	66,331	69,618	73,112	76,773
195	Associate Planner	HOURLY	30.45	31.97	33.57	35.24	37.02
		BI-WEEKLY	2,436	2,558	2,686	2,819	2,962
		MONTHLY	5,278	5,541	5,819	6,108	6,417
		ANNUAL	63,336	66,498	69,826	73,299	77,002

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CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
110	Receptionist	HOURLY	16.26	17.08	17.94	18.82	19.77
		BI-WEEKLY	1,301	1,366	1,435	1,506	1,582
		MONTHLY	2,818	2,961	3,110	3,262	3,427
		ANNUAL	33,821	35,526	37,315	39,146	41,122
120	Records Clerk	HOURLY	19.10	20.06	21.06	22.11	23.21
		BI-WEEKLY	1,528	1,605	1,685	1,769	1,857
		MONTHLY	3,311	3,477	3,650	3,832	4,023
		ANNUAL	39,728	41,725	43,805	45,989	48,277
125	Maintenance Worker	HOURLY	20.46	21.47	22.55	23.69	24.86
		BI-WEEKLY	1,637	1,718	1,804	1,895	1,989
		MONTHLY	3,546	3,721	3,909	4,106	4,309
		ANNUAL	42,557	44,658	46,904	49,275	51,709
130	Secretary	HOURLY	21.71	22.79	23.92	25.14	26.39
		BI-WEEKLY	1,737	1,823	1,914	2,011	2,111
		MONTHLY	3,763	3,950	4,146	4,358	4,574
		ANNUAL	45,157	47,403	49,754	52,291	54,891
135	Records Specialist	HOURLY	22.60	23.73	24.91	26.16	27.46
140	Senior Maintenance Worker	BI-WEEKLY	1,808	1,898	1,993	2,093	2,197
		MONTHLY	3,917	4,113	4,318	4,534	4,760
		ANNUAL	47,008	49,358	51,813	54,413	57,117
145	Finance Assistant	HOURLY	23.76	24.94	26.21	27.50	28.88
150	Mechanic	BI-WEEKLY	1,901	1,995	2,097	2,200	2,310
152	Planning Aide	MONTHLY	4,118	4,323	4,543	4,767	5,006
		ANNUAL	49,421	51,875	54,517	57,200	60,070
155	Recreation Coordinator	HOURLY	23.99	25.19	26.43	27.77	29.15
		BI-WEEKLY	1,919	2,015	2,114	2,222	2,332
		MONTHLY	4,158	4,366	4,581	4,813	5,053
		ANNUAL	49,899	52,395	54,974	57,762	60,632
160	Department Secretary	HOURLY	24.47	25.69	26.98	28.33	29.74
		BI-WEEKLY	1,958	2,055	2,158	2,266	2,379
		MONTHLY	4,241	4,453	4,677	4,911	5,155
		ANNUAL	50,898	53,435	56,118	58,926	61,859
05	Senior Finance Assistant	HOURLY	26.38	27.71	29.08	30.53	32.06
		BI-WEEKLY	2,110	2,217	2,326	2,442	2,565
		MONTHLY	4,573	4,803	5,041	5,292	5,557
		ANNUAL	54,870	57,637	60,486	63,502	66,685

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CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
170	Assistant Planner	HOURLY	27.35	28.71	30.15	31.66	33.25
175	Code Enforcement Officer	BI-WEEKLY	2,188	2,297	2,412	2,533	2,660
		MONTHLY	4,741	4,976	5,226	5,488	5,763
		ANNUAL	56,888	59,717	62,712	65,853	69,160
180	Maintenance Foreman	HOURLY	27.58	28.96	30.42	31.93	33.53
185	Master Mechanic	BI-WEEKLY	2,206	2,317	2,434	2,554	2,682
		MONTHLY	4,781	5,020	5,273	5,535	5,812
		ANNUAL	57,366	60,237	63,274	66,414	69,742
210	Accountant	HOURLY	31.13	32.68	34.32	36.02	37.82
		BI-WEEKLY	2,490	2,614	2,746	2,882	3,026
		MONTHLY	5,396	5,665	5,949	6,243	6,555
		ANNUAL	64,750	67,974	71,386	74,922	78,666
195	Associate Planner	HOURLY	31.21	32.77	34.41	36.13	37.94
		BI-WEEKLY	2,497	2,622	2,753	2,890	3,035
		MONTHLY	5,410	5,680	5,964	6,263	6,576
		ANNUAL	64,917	68,162	71,573	75,150	78,915

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CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
110	Receptionist	HOURLY	16.68	17.51	18.39	19.30	20.26
		BI-WEEKLY	1,334	1,401	1,471	1,544	1,621
		MONTHLY	2,891	3,035	3,188	3,345	3,512
		ANNUAL	34,694	36,421	38,251	40,144	42,141
120	Records Clerk	HOURLY	19.57	20.56	21.59	22.66	23.80
		BI-WEEKLY	1,566	1,645	1,727	1,813	1,904
		MONTHLY	3,392	3,564	3,742	3,928	4,125
		ANNUAL	40,706	42,765	44,907	47,133	49,504
125	Maintenance Worker	HOURLY	20.97	22.02	23.11	24.26	25.49
		BI-WEEKLY	1,678	1,762	1,849	1,941	2,039
		MONTHLY	3,635	3,817	4,006	4,205	4,418
		ANNUAL	43,618	45,802	48,069	50,461	53,019
130	Secretary	HOURLY	22.26	23.37	24.53	25.75	27.05
		BI-WEEKLY	1,781	1,870	1,962	2,060	2,164
		MONTHLY	3,858	4,051	4,252	4,463	4,689
		ANNUAL	46,301	48,610	51,022	53,560	56,264
135	Records Specialist	HOURLY	23.15	24.31	25.53	26.81	28.15
140	Senior Maintenance Worker	BI-WEEKLY	1,852	1,945	2,042	2,145	2,252
		MONTHLY	4,013	4,214	4,425	4,647	4,879
		ANNUAL	48,152	50,565	53,102	55,765	58,552
145	Finance Assistant	HOURLY	24.36	25.57	26.85	28.19	29.60
150	Mechanic	BI-WEEKLY	1,949	2,046	2,148	2,255	2,368
152	Planning Aide	MONTHLY	4,222	4,432	4,654	4,886	5,131
		ANNUAL	50,669	53,186	55,848	58,635	61,568
155	Recreation Coordinator	HOURLY	24.57	25.82	27.10	28.46	29.89
		BI-WEEKLY	1,966	2,066	2,168	2,277	2,391
		MONTHLY	4,259	4,475	4,697	4,933	5,181
		ANNUAL	51,106	53,706	56,368	59,197	62,171
160	Department Secretary	HOURLY	25.07	26.33	27.65	29.03	30.48
		BI-WEEKLY	2,006	2,106	2,212	2,322	2,438
		MONTHLY	4,345	4,564	4,793	5,032	5,283
		ANNUAL	52,146	54,766	57,512	60,382	63,398
105	Senior Finance Assistant	HOURLY	27.04	28.40	29.81	31.30	32.86
		BI-WEEKLY	2,163	2,272	2,385	2,504	2,629
		MONTHLY	4,687	4,923	5,167	5,425	5,696
		ANNUAL	56,243	59,072	62,005	65,104	68,349

LOS ALAMITOS CITY EMPLOYEES ASSOCIATION
SALARY SCHEDULE
November 2017
Tier 1

CLASS CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
170	Assistant Planner	HOURLY	28.03	29.44	30.91	32.46	34.07
175	Code Enforcement Officer	BI-WEEKLY	2,242	2,355	2,473	2,597	2,726
		MONTHLY	4,859	5,103	5,358	5,626	5,905
		ANNUAL	58,302	61,235	64,293	67,517	70,866
180	Maintenance Foreman	HOURLY	28.28	29.69	31.17	32.72	34.37
185	Master Mechanic	BI-WEEKLY	2,262	2,375	2,494	2,618	2,750
		MONTHLY	4,902	5,146	5,403	5,671	5,957
		ANNUAL	58,822	61,755	64,834	68,058	71,490
210	Accountant	HOURLY	31.91	33.51	35.17	36.93	38.77
		BI-WEEKLY	2,553	2,681	2,814	2,954	3,102
		MONTHLY	5,531	5,808	6,096	6,401	6,720
		ANNUAL	66,373	69,701	73,154	76,814	80,642
195	Associate Planner	HOURLY	31.99	33.60	35.26	37.04	38.87
		BI-WEEKLY	2,559	2,688	2,821	2,963	3,110
		MONTHLY	5,545	5,824	6,112	6,420	6,737
		ANNUAL	66,539	69,888	73,341	77,043	80,850