

APPENDIX "B"

PAY RANGES FOR CLASSIFIED SUPERVISORY PERSONNEL
OCTOBER 25, 2009 THROUGH OCTOBER 22, 2011

Range	Classified Position	Classified Position	Step	Annual	Monthly	Bi-Weekly	Hourly
33.0			A	46229.66	3852.47	1778.06	22.2258
			B	48321.52	4026.79	1858.52	23.2315
			C	50612.02	4217.67	1946.62	24.3327
			D	52948.69	4412.39	2036.49	25.4561
			E	55422.64	4618.55	2131.64	26.6455
33.5			A	47244.91	3937.08	1817.11	22.7139
			B	49398.13	4116.51	1899.93	23.7491
			C	51734.59	4311.22	1989.79	24.8724
			D	54116.40	4509.70	2081.40	26.0175
			E	56681.66	4723.47	2180.06	27.2508
34.0			A	48321.52	4026.79	1858.52	23.2315
			B	50612.02	4217.67	1946.62	24.3327
			C	52948.69	4412.39	2036.49	25.4561
			D	55422.64	4618.55	2131.64	26.6455
			E	57987.49	4832.29	2230.29	27.8786
34.5			A	49398.13	4116.51	1899.93	23.7491
			B	51734.59	4311.22	1989.79	24.8724
			C	54116.40	4509.70	2081.40	26.0175
			D	56681.66	4723.47	2180.06	27.2508
			E	59347.18	4945.60	2282.58	28.5323
35.0			A	50612.02	4217.67	1946.62	24.3327
			B	52948.69	4412.39	2036.49	25.4561
			C	55422.64	4618.55	2131.64	26.6455
			D	57987.49	4832.29	2230.29	27.8786
			E	60697.94	5058.16	2334.54	29.1817
35.5			A	51734.59	4311.22	1989.79	24.8724
			B	54116.40	4509.70	2081.40	26.0175
			C	56681.66	4723.47	2180.06	27.2508
			D	59347.18	4945.60	2282.58	28.5323
			E	62095.28	5174.61	2388.28	29.8535
36.0			A	52948.69	4412.39	2036.49	25.4561
			B	55422.64	4618.55	2131.64	26.6455
			C	57987.49	4832.29	2230.29	27.8786
			D	60697.94	5058.16	2334.54	29.1817
			E	63545.66	5295.47	2444.06	30.5508

APPENDIX "B"

PAY RANGES FOR CLASSIFIED SUPERVISORY PERSONNEL
OCTOBER 25, 2009 THROUGH OCTOBER 22, 2011

Range	Classified Position	Classified Position	Step	Annual	Monthly	Bi-Weekly	Hourly
36.5			A	54116.40	4509.70	2081.40	26.0175
			B	56681.66	4723.47	2180.06	27.2508
			C	59347.18	4945.60	2282.58	28.5323
			D	62095.28	5174.61	2388.28	29.8535
			E	65042.64	5420.22	2501.64	31.2705
37.0	Custodial Services Supervisor		A	55422.64	4618.55	2131.64	26.6455
			B	57987.49	4832.29	2230.29	27.8786
			C	60697.94	5058.16	2334.54	29.1817
			D	63545.66	5295.47	2444.06	30.5508
			E	66531.30	5544.27	2558.90	31.9862
37.5			A	56681.66	4723.47	2180.06	27.2508
			B	59347.18	4945.60	2282.58	28.5323
			C	62095.28	5174.61	2388.28	29.8535
			D	65042.64	5420.22	2501.64	31.2705
			E	68164.93	5680.41	2621.73	32.7716
38.0	Gymnastics Program Coordinator Program Supervisor - Title 5 Program Supervisor - Title 22 Recreation Program Coordinator Youth Services Coordinator		A	57987.49	4832.29	2230.29	27.8786
			B	60697.94	5058.16	2334.54	29.1817
			C	63545.66	5295.47	2444.06	30.5508
			D	66531.30	5544.27	2558.90	31.9862
			E	69661.28	5805.11	2679.28	33.4910
38.5			A	59347.18	4945.60	2282.58	28.5323
			B	62095.28	5174.61	2388.28	29.8535
			C	65042.64	5420.22	2501.64	31.2705
			D	68164.93	5680.41	2621.73	32.7716
			E	71387.06	5948.92	2745.66	34.3207
39.0			A	60697.94	5058.16	2334.54	29.1817
			B	63545.66	5295.47	2444.06	30.5508
			C	66531.30	5544.27	2558.90	31.9862
			D	69661.28	5805.11	2679.28	33.4910
			E	72937.07	6078.09	2805.27	35.0659
39.5			A	62095.28	5174.61	2388.28	29.8535
			B	65042.64	5420.22	2501.64	31.2705
			C	68164.93	5680.41	2621.73	32.7716
			D	71387.06	5948.92	2745.66	34.3207
			E	74754.78	6229.57	2875.18	35.9398

APPENDIX "B"

PAY RANGES FOR CLASSIFIED SUPERVISORY PERSONNEL
OCTOBER 25, 2009 THROUGH OCTOBER 22, 2011

Range	Classified Position	Classified Position	Step	Annual	Monthly	Bi-Weekly	Hourly
40.0			A	63545.66	5295.47	2444.06	30.5508
			B	66531.30	5544.27	2558.90	31.9862
			C	69661.28	5805.11	2679.28	33.4910
			D	72937.07	6078.09	2805.27	35.0659
			E	76433.76	6369.48	2939.76	36.7470
40.5			A	65042.64	5420.22	2501.64	31.2705
			B	68164.93	5680.41	2621.73	32.7716
			C	71387.06	5948.92	2745.66	34.3207
			D	74754.78	6229.57	2875.18	35.9398
			E	78349.86	6529.15	3013.46	37.6682
41.0	Belle Haven Family Services Pgm Mgr Literacy Program Manager		A	66531.30	5544.27	2558.90	31.9862
			B	69661.28	5805.11	2679.28	33.4910
			C	72937.07	6078.09	2805.27	35.0659
			D	76433.76	6369.48	2939.76	36.7470
			E	80075.63	6672.97	3079.83	38.4979
41.5			A	68164.93	5680.41	2621.73	32.7716
			B	71387.06	5948.92	2745.66	34.3207
			C	74754.78	6229.57	2875.18	35.9398
			D	78349.86	6529.15	3013.46	37.6682
			E	82083.87	6840.32	3157.07	39.4634
42.0			A	69661.28	5805.11	2679.28	33.4910
			B	72937.07	6078.09	2805.27	35.0659
			C	76433.76	6369.48	2939.76	36.7470
			D	80075.63	6672.97	3079.83	38.4979
			E	83901.58	6991.80	3226.98	40.3373
42.5	Recreation Supervisor		A	71387.06	5948.92	2745.66	34.3207
			B	74754.78	6229.57	2875.18	35.9398
			C	78349.86	6529.15	3013.46	37.6682
			D	82083.87	6840.32	3157.07	39.4634
			E	86008.62	7167.39	3308.02	41.3503
43.0	Business Manager - Community Services Business Manager - Development Services City Arborist Facilities Supervisor Fleet Supervisor	Parks and Trees Supervisor Streets and Water Supervisor	A	72937.07	6078.09	2805.27	35.0659
			B	76433.76	6369.48	2939.76	36.7470
			C	80075.63	6672.97	3079.83	38.4979
			D	83901.58	6991.80	3226.98	40.3373
			E	87915.78	7326.31	3381.38	42.2672

APPENDIX "B"

PAY RANGES FOR CLASSIFIED SUPERVISORY PERSONNEL
OCTOBER 25, 2009 THROUGH OCTOBER 22, 2011

Range	Classified Position	Classified Position	Step	Annual	Monthly	Bi-Weekly	Hourly
43.5	Librarian III Revenue and Claims Manager Senior Recreation Supervisor		A	74754.78	6229.57	2875.18	35.9398
			B	78349.86	6529.15	3013.46	37.6682
			C	82083.87	6840.32	3157.07	39.4634
			D	86008.62	7167.39	3308.02	41.3503
			E	90114.96	7509.58	3465.96	43.3245
44.0			A	76433.76	6369.48	2939.76	36.7470
			B	80075.63	6672.97	3079.83	38.4979
			C	83901.58	6991.80	3226.98	40.3373
			D	87915.78	7326.31	3381.38	42.2672
			E	92123.82	7676.99	3543.22	44.2903
44.5	Branch Library Manager		A	78349.86	6529.15	3013.46	37.6682
			B	82083.87	6840.32	3157.07	39.4634
			C	86008.62	7167.39	3308.02	41.3503
			D	90114.96	7509.58	3465.96	43.3245
			E	94407.25	7867.27	3631.05	45.3881
45.0			A	80075.63	6672.97	3079.83	38.4979
			B	83901.58	6991.80	3226.98	40.3373
			C	87915.78	7326.31	3381.38	42.2672
			D	92123.82	7676.99	3543.22	44.2903
			E	96515.12	8042.93	3712.12	46.4015
45.5	Communications Manager Support Services Manager		A	82083.87	6840.32	3157.07	39.4634
			B	86008.62	7167.39	3308.02	41.3503
			C	90114.96	7509.58	3465.96	43.3245
			D	94407.25	7867.27	3631.05	45.3881
			E	98988.45	8249.04	3807.25	47.5906
46.0	Environmental Programs Manager Financial Services Manager		A	83901.58	6991.80	3226.98	40.3373
			B	87915.78	7326.31	3381.38	42.2672
			C	92123.82	7676.99	3543.22	44.2903
			D	96515.12	8042.93	3712.12	46.4015
			E	101177.65	8431.47	3891.45	48.6431
46.5			A	86008.62	7167.39	3308.02	41.3503
			B	90114.96	7509.58	3465.96	43.3245
			C	94407.25	7867.27	3631.05	45.3881
			D	98988.45	8249.04	3807.25	47.5906
			E	103743.74	8645.31	3990.14	49.8768

APPENDIX "B"

PAY RANGES FOR CLASSIFIED SUPERVISORY PERSONNEL
OCTOBER 25, 2009 THROUGH OCTOBER 22, 2011

Range	Classified Position	Classified Position	Step	Annual	Monthly	Bi-Weekly	Hourly
47.0			A	87915.78	7326.31	3381.38	42.2672
			B	92123.82	7676.99	3543.22	44.2903
			C	96515.12	8042.93	3712.12	46.4015
			D	101177.65	8431.47	3891.45	48.6431
			E	106079.58	8839.97	4079.98	50.9998
47.5			A	90114.96	7509.58	3465.96	43.3245
			B	94407.25	7867.27	3631.05	45.3881
			C	98988.45	8249.04	3807.25	47.5906
			D	103743.74	8645.31	3990.14	49.8768
			E	108745.94	9062.16	4182.54	52.2817
48.0	Housing Manager Information Services Manager		A	92123.82	7676.99	3543.22	44.2903
			B	96515.12	8042.93	3712.12	46.4015
			C	101177.65	8431.47	3891.45	48.6431
			D	106079.58	8839.97	4079.98	50.9998
			E	111219.06	9268.25	4277.66	53.4707
48.5			A	94407.25	7867.27	3631.05	45.3881
			B	98988.45	8249.04	3807.25	47.5906
			C	103743.74	8645.31	3990.14	49.8768
			D	108745.94	9062.16	4182.54	52.2817
			E	113975.47	9497.96	4383.67	54.7959
49.0	Building Official Senior Civil Engineer		A	96515.12	8042.93	3712.12	46.4015
			B	101177.65	8431.47	3891.45	48.6431
			C	106079.58	8839.97	4079.98	50.9998
			D	111219.06	9268.25	4277.66	53.4707
			E	116638.91	9719.91	4486.11	56.0764
49.5			A	98988.45	8249.04	3807.25	47.5906
			B	103743.74	8645.31	3990.14	49.8768
			C	108745.94	9062.16	4182.54	52.2817
			D	113975.47	9497.96	4383.67	54.7959
			E	119497.46	9958.12	4596.06	57.4507
50.0			A	101177.65	8431.47	3891.45	48.6431
			B	106079.58	8839.97	4079.98	50.9998
			C	111219.06	9268.25	4277.66	53.4707
			D	116638.91	9719.91	4486.11	56.0764
			E	122290.06	10190.84	4703.46	58.7933

APPENDIX "B"

PAY RANGES FOR CLASSIFIED SUPERVISORY PERSONNEL
OCTOBER 25, 2009 THROUGH OCTOBER 22, 2011

Range	Classified Position	Classified Position	Step	Annual	Monthly	Bi-Weekly	Hourly
50.5			A	103743.74	8645.31	3990.14	49.8768
			B	108745.94	9062.16	4182.54	52.2817
			C	113975.47	9497.96	4383.67	54.7959
			D	119497.46	9958.12	4596.06	57.4507
			E	125286.93	10440.58	4818.73	60.2341
51.0	Development Services Manager		A	106079.58	8839.97	4079.98	50.9998
			B	111219.06	9268.25	4277.66	53.4707
			C	116638.91	9719.91	4486.11	56.0764
			D	122290.06	10190.84	4703.46	58.7933
			E	128215.15	10684.60	4931.35	61.6419
51.5			A	108745.94	9062.16	4182.54	52.2817
			B	113975.47	9497.96	4383.67	54.7959
			C	119497.46	9958.12	4596.06	57.4507
			D	125286.93	10440.58	4818.73	60.2341
			E	131357.41	10946.45	5052.21	63.1526
52.0			A	111219.06	9268.25	4277.66	53.4707
			B	116638.91	9719.91	4486.11	56.0764
			C	122290.06	10190.84	4703.46	58.7933
			D	128215.15	10684.60	4931.35	61.6419
			E	134427.07	11202.26	5170.27	64.6284
52.5			A	113975.47	9497.96	4383.67	54.7959
			B	119497.46	9958.12	4596.06	57.4507
			C	125286.93	10440.58	4818.73	60.2341
			D	131357.41	10946.45	5052.21	63.1526
			E	137721.79	11476.82	5296.99	66.2124

APPENDIX "C-1"

CITY OF MENLO PARK DENTAL PLAN

ELIGIBLE EMPLOYEES:

All present full-time salaried employees are eligible to participate in the plan.

Newly hired employees are eligible to participate in the plan following six months of continuous employment.

DEPENDENTS:

Dependents will be covered by the plan only if there should be sufficient funds to pay 100% of allowable employees claims.

Dependents shall be defined under this program as the employee's spouse and his/her children up to the age to 23 provided they are more than 50% dependent upon the employee for support.

MAXIMUM COVERAGE:

For each six-month period reimbursements shall be limited to the maximum coverage as stated in Section 13.2. Maximum coverage for workers who work less than full-time shall be prorated on the basis of hours worked as compared to full-time employment. Payments on claims will be based upon standard fees as determined by the dental committee.

REQUEST FOR REIMBURSEMENT:

A City of Menlo Park Dental Reimbursement Form must be completed by the employee's dentist indicating the type of service before the claim will be approved for reimbursement by the City. These forms are available through the Personnel Division. The forms should be returned to Personnel at the completion of treatment.

TERMINATION OF INSURANCE:

When the employee terminates with the City, his/her dental insurance ceases. Any outstanding claims up to the date of termination will be considered for payment as long as the employee has worked three of the six months in the reimbursement period.

COVERAGE

- Routine office visits and oral examinations, but not including more than one such examination of the same Covered Person in any six-month period.
- Fluoride or other prophylaxis treatments

- Dental X-Rays
- Extraction
- Teeth cleaning
- Oral surgery, including excision of impacted teeth
- Crown, bridges, except as specified under “exclusions and limitations”
- Orthodontic care, treatment, services and supplies
- Anesthetics administered in connection with oral surgery or other covered dental services
- Fillings
- Treatment of periodontal and other diseases of the gums and tissues of the mouth
- Endodontic treatment, including root canal therapy
- Initial installation of full or partial dentures or fixed bridgework to replace one or more natural teeth extracted while insured
- Replacement of an existing partial or full removable denture or fixed bridgework to replace extracted natural teeth; but only if evidence satisfactory to the City is presented that:
 - a. The replacement or addition of teeth is required to replace one or more additional natural teeth extracted while insured under the plan; or
 - b. The existing denture or bridgework was installed at least 5 years prior to its replacement and that the existing denture or bridgework cannot be made serviceable; or
 - c. The existing denture is an immediate temporary denture and replacement by a permanent denture is required, and takes place within 12 months from the date of installation of the temporary denture
- Replacement of a lost or stolen prosthetic device or bridgework
- Repair or recementing of crowns, inlays and fixed bridgework
- Repair or relining of dentures
- Other covered charges as determined by the Dental Committee

EXCLUSIONS AND LIMITATIONS

Covered dental expenses will not include charges:

- For any dental work covered under a Major Medical Expense Plan
- Incurred because of an accidental bodily injury which arises out of or in the course of employment, or a sickness entitling to the insured to benefits under the Workers' Compensation Act or similar legislation
- Incurred in a Veteran's Hospital by the hospital or by a dentist employed by the hospital
- Which are primarily for cosmetic purposes
- Incurred as a result or act of war, declared or undeclared
- Incurred for the initial installation of dentures and bridgework when such charges are incurred for replacement of congenitally missing teeth, or for replacement of natural teeth all of which were lost when the employee was not insured under the plan
- For space maintainers
- Incurred as a result of a need for prosthetic devices including bridges and crowns and the fitting thereof which were ordered while the employee was not insured under the plan, or which were delivered after termination of insurance
- Not found to be valid upon verification with the dentist rendering the service

HOW IT WORKS

The City of Menlo Park has agreed to contribute to a dental fund a monthly amount per employee. Accumulated funds will be used to reimburse employees for dental expenses they have incurred during a particular six month period, in accordance with Section 13.2. Any excess of funds shall be rolled over to the next period.

FORMS PROCEDURE

1. Obtain dental forms from the Personnel Division.
2. Submit the form to your dentist for his completion.
3. At the completion of your dental work or near the end of the reimbursement period, sign the form for that work which has been completed. Your dentist will also need to sign the form. Please return the form to the Personnel Division.

APPENDIX "C-2"

CITY OF MENLO PARK VISION PLAN

ELIGIBLE EMPLOYEES:

All present full-time or part-time permanent employees who are represented by A.F.S.C.M.E. and their dependents are eligible to participate in the vision plan.

Newly hired employees are eligible to participate in the vision plan after six months of continuous employment.

MAXIMUM COVERAGE:

For each one year period reimbursements shall be limited to the maximum coverage as stated in Section 13.2. Maximum coverage for workers who work less than full-time shall be prorated on the basis of hours worked as compared to full-time employment. Payments on claims will be based upon standard fees.

REQUEST FOR REIMBURSEMENT:

A City of Menlo Park Employees' Vision Claim Form must be completed by the employee indicating the type of service before the claim will be approved for reimbursement by the City. These forms are available through the Personnel Division. The forms should be returned to Personnel at the completion of treatment, and accompanied by a receipt from a qualified optometrist, ophthalmologist or optician. An accepted and properly completed request for reimbursement form will be eligible for prorated reimbursement within the one year period in which the vision care was performed.

TERMINATION OF INSURANCE:

When the employee terminates with the City, his/her vision insurance ceases. Any outstanding claims up to the date of termination will be considered for payment as long as the employee has worked three of the twelve months in the reimbursement period.

COVERAGE

- Routine eye examinations by an optometrist or ophthalmologist, but not including more than one such examination of the same Covered Person in any six-month period
- Eyeglasses, including lenses and frames

- Hard or soft contact lenses
- Other covered charges as determined appropriate

EXCLUSIONS AND LIMITATIONS

Covered vision expenses will not include charges:

- For any eye care covered under the employee's regular medical or health plan
- For noncorrective sunglasses, unless required for medical reasons
- For industrial and athletic safety frames and lenses
- For lens adornment, such as engraving and jewelry
- Incurred because of an accidental bodily injury which arises out of or in the course of employment, or a sickness entitling the insured to benefits under the Workers' Compensation Act or similar legislation
- Incurred in a Veteran's Hospital by the hospital or by an optometrist or ophthalmologist employed by the hospital
- Incurred as a result of act of war, declared or undeclared
- Not found to be valid upon verification with the optometrist, ophthalmologist or optician rendering the service

FORMS PROCEDURE

1. Obtain a Vision Claim form from the Personnel Division.
2. Complete the form and submit it with receipts to the Personnel Division.

APPENDIX "D"

Menlo Park Labor Management Committee Goal

GOAL

The Union and Management have a sincere desire to maintain and improve their progressive, mature and cooperative labor relations/personnel relationship throughout the length of the contract.

MEETINGS

In order to facilitate this, the parties agree to meet as necessary to discuss work and personnel/labor relations related issues of interest to either the workers or management. These meetings shall not replace informal grievance meetings nor the responsibilities of the parties to meet and confer pursuant to the law and the agreement. However topics may include preliminary discussions of matters which may later develop into more formal concerns to be dealt with in official forums.

PARTICULARS

In attendance will be representatives from the City of Menlo Park, as determined by the issues to be discussed. A Union staff person and three members selected by the union shall represent the workers. Additional department heads, members or consultants may be included as necessary.

Agenda shall be set in advance and mutually agreed to except that there shall be a regular item for either party to confirm or dispel rumors in labor relations/personnel topics since the last meeting.

Additional meetings may be set with mutual agreement.

Minutes shall be taken with each side alternately taking responsibility for taking and reproducing them. Confidential personal issues shall be discussed off the record and summarized in the minutes.