

1994

SALARY AND BENEFIT RESOLUTION NO 3152 AS AMENDED

Effective December 26, 1993

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RESOLUTION NO 3152, AS AMENDED

A RESOLUTION of the Commission of the Port of Seattle establishing positions, classifications, salaries, allowances and adjustments for Port salaried positions, authorizing and establishing conditions in connection with the following benefits Social Security, industrial insurance, unemployment compensation, military leave, and transportation and parking, retirement, compensated leave, including civic duty, sick and bereavement leave, holidays, vacation, pooled and shared leave, and awarded time, insurance benefits, including medical, dental, life and long-term disability, and authorizing this resolution to be effective on December 26, 1993 and repealing all prior resolutions dealing with the same subject, including Resolution No 3127

BE IT RESOLVED by the Port Commission of the Port of Seattle as follows

I ESTABLISHING POSITIONS, CLASSIFICATIONS, AND SALARY RATES AND RANGES

There are hereby established the following classifications and salary ranges for all salaried positions of the Port of Seattle, other than those covered under the Wage Resolution or signed labor agreements

A Classification of Positions All salaried positions shall be classified according to criteria of the federal Fair Labor Standards Act as either exempt or nonexempt Salaried position classifications are established and set forth in Exhibit A, "Schedule of Authorized Positions and are attached hereto and by this reference incorporated herein

B Graded Salary Ranges All salaried positions shall be classified according to their relative skill requirements, responsibilities, and other factors as explained in Section II Such salaried positions as graded and classified shall be paid in accordance with the following graded salary ranges

PORT OF SEATTLE SALARY STRUCTURE

January 1994

Grade	Range Minimum		Range Midpoint		Range Maximum	
	Monthly	Annual	Monthly	Annual	Monthly	Annual
45	10,195	122,340	12,744	152,928	15,293	183,516
42	8,695	104,340	10,869	130,428	13,043	156,516
41	8,242	98,904	10,303	123,636	12,364	148,368
40	7,811	93,732	9,764	117,168	11,717	140,604
39	7,401	88,812	9,251	111,012	11,101	133,212
38	7,009	84,108	8,761	105,132	10,513	126,156
37	6,636	79,632	8,295	99,540	9,954	119,448
36	6,282	75,384	7,852	94,224	9,422	113,064
35	5,942	71,304	7,428	89,136	8,914	106,968
34	5,621	67,452	7,026	84,312	8,431	101,172
33	5,314	63,768	6,643	79,716	7,972	95,664
32	5,022	60,264	6,278	75,336	7,534	90,408
31	4,745	56,940	5,931	71,172	7,117	85,404
30	4,480	53,760	5,600	67,200	6,720	80,640
29	4,227	50,724	5,284	63,408	6,341	76,092
28	3,987	47,844	4,984	59,808	5,981	71,772
27	3,758	45,096	4,698	56,376	5,638	67,656
26	3,540	42,480	4,425	53,100	5,310	63,720
25	3,333	39,996	4,166	49,992	4,999	59,988
24	3,135	37,620	3,919	47,028	4,703	56,436
23	2,946	35,352	3,683	44,196	4,420	53,040
22	2,767	33,204	3,459	41,508	4,151	49,812
21	2,596	31,152	3,245	38,940	3,894	46,728
20	2,432	29,184	3,102	37,224	3,722	44,664
19	2,274	28,488	2,968	35,616	3,562	42,744
18	2,222	27,264	2,840	34,080	3,408	40,896
17	2,175	26,100	2,719	32,628	3,263	39,156
16	2,084	25,008	2,605	31,260	3,126	37,512
15	1,995	23,940	2,494	29,928	2,993	35,916
14	1,911	22,932	2,389	28,668	2,867	34,404
13	1,832	21,984	2,290	27,480	2,748	32,976
12	1,756	21,072	2,195	26,340	2,634	31,608
11	1,683	20,196	2,104	25,248	2,525	30,300
10	1,614	19,368	2,018	24,216	2,422	29,064
9	1,549	18,588	1,936	23,232	2,323	27,876
8	1,486	17,832	1,858	22,296	2,230	26,760
7	1,427	17,124	1,784	21,408	2,141	25,692
6	1,370	16,440	1,713	20,556	2,056	24,672
5	1,316	15,792	1,645	19,740	1,974	23,688
4	1,265	15,180	1,581	18,972	1,897	22,764
3	1,216	14,592	1,520	18,240	1,824	21,888
2	1,170	14,040	1,462	17,554	1,754	21,048
1	1,125	13,500	1,406	16,872	1,687	20,244

Section I (Cont'd)

C Salary Rates, Ranges, and Allowances for Nongraded Positions

Salary rates, ranges, and a provision for a special allowance have been developed for nongraded positions

1 Japan Regional Staff Positions

- a Salary Rates No salary ranges are set for Japan regional staff. See Exhibit A for payroll limitation
- b Special Overseas Allowance The Executive Director is authorized to provide in addition to their salary as provided by this Resolution the following: direct payment or supplement for housing, transportation to and from assignment of employee, family, and required personal effects, transportation and travel costs of employee and spouse for annual training and consultation, and other similar costs paid by United States businesses to personnel assigned to overseas posts

- 2 Student Helper or International Intern Positions Salary rates and employment conditions for students or foreign trainees employed under special work study or foreign exchange programs shall be determined by the Director of Human Resources based primarily upon the prevailing rates of pay and other conditions established by the program's sponsors. Such compensation may be disbursed directly for housing subsistence, etc., for administrative convenience

D Amending Authorized Positions, Classifications, and Salary Rates and Ranges Exhibit A or salary rates and/or ranges may be amended by either ordinary motion approved by the Commission at any regular or special meeting or by the Executive Director when the changes are the result of provisions contained in this Resolution

II ESTABLISHMENT AND ADMINISTRATION OF POSITION EVALUATION SYSTEM

It is the policy of the Commission to pay Port employees on the basis of generally prevailing salary rates within appropriate geographic markets, and to establish a system of position evaluation which recognizes each position's mental, physical and social requirements, work environment and accountability. The position evaluation system shall be administered by the Director of Human Resources under the supervision of the Executive Director. Each position authorized in Exhibit A has been evaluated and classified in accordance with the position evaluation system, except those noted in Section I C, and each evaluated position has been assigned a grade number related to the salary schedules set forth in Section I B. The Director of Human Resources shall, on a continuing basis, evaluate new positions and reevaluate existing authorized positions, taking into account any change in mental, physical or social

Section II (Cont'd)

requirements, etc , which could result in placement in a different salary grade range The Director of Human Resources is hereby directed to recommend, on a continuing basis, appropriate reclassifications to ensure that the purposes and objectives of the position evaluation system are maintained The Executive Director shall have the final approval authority for all position evaluations and title changes for all positions except Executive Director This authority shall include reevaluation of existing positions and establishment and evaluation of new positions if funding for such new positions has been approved through the budgetary process

III FILLING VACANT POSITIONS AND TRANSFERRING POSITIONS AND/OR EMPLOYEES

A Authorized Positions The Executive Director is hereby authorized to recruit and fill authorized positions (except that of Executive Director) up to the fulltime-equivalent number of positions authorized and to set salaries within the salary grade ranges as outlined below Total Port salaried positions shall not exceed the total of numbers authorized in Exhibit A, except the Executive Director is authorized to fill up to 10% additional positions, provided that funding is available in the Commission-approved budget Also, prior to termination or retirement of employees where overlap is clearly essential for effective continuity, the Executive Director may authorize filling an extra position to provide for a transition period To promote organizational efficiency, the Executive Director may authorize transfers of positions and/or employees from one department to another The Executive Director may carry out reorganization of functions, departments, and staff assignments The Executive Director may authorize non-competitive placement in selected circumstances

B Selection Criteria Selections of appointees for new hires, transfers, or promotion shall to the extent feasible conform to current position evaluation criteria developed in the position specifications for each authorized position, however, in the paramount interest of developing a strong personnel base, the Director of Human Resources shall ensure that consideration be given to equivalent education, experience, special abilities or job knowledge in lieu of that provided in position specifications

Section III (Cont'd)

C Setting Salaries Authorizations for setting salaries of hires and transfers are provided as follows

- 1 Hires Though salaries shall normally be set between the minimum and midpoint of the salary range for hires, under special conditions the Executive Director may authorize a salary above midpoint of the salary range for appointees possessing special qualifications or exceptional experience
- 2 Transfers
 - a Promotional Transfers See Section V B
 - b Regional Transfers In the case of transfers to or from distant locations, the employee's salary level may be adjusted in accordance with differing cost-of-living factors and other conditions
 - c Temporary Interdepartmental Transfers Upon mutual agreement and in coordination with the Director of Human Resources, department directors may authorize interdepartmental transfers of employees for the purposes of cross training, development, and the fulfillment of organization goals. In such instances, the same title and salary range may be maintained during the transfer

IV DEFINITIONS OF EMPLOYMENT STATUS

A An Employee is anyone who performs personal services for the Port as a common law employee. For the purposes of this Resolution, the definition of an employee may include a "contract employee" who is a common-law employee individually contracted to perform work for the Port and who does not qualify as an independent contractor. PERS regulations defining eligible positions apply to contract employees. However, contract employees will be provided benefits only as detailed in Section VII A , Basic Benefits Provided for All Salaried Employees, and Section VII B 1 , Retirement. The definition of employee excludes independent contractors, such as persons rendering professional services on a fee, retainer, or contract basis. All proposed professional services agreements must be approved in advance by the Executive Director or his designee.

B An Eligible Employee is a full-time (B 1) or part-time (B 2) employee hired for an indefinite duration and assigned to an "eligible position". An "eligible" position is one that normally requires five or more calendar months of PERS creditable service a year. Until a new hire or rehired successfully completes the six-month probationary period, the employee is considered to be a "probationary employee."

- 1 An Eligible Full-time Employee is one who is regularly scheduled as described above for 75 or 80 hours of work per bi-weekly pay period.

Section IV (Cont'd)

- 2 An Eligible Part-time Employee is one who is regularly scheduled to work at least 90 hours per calendar month (21 hours per week) indefinitely, but less than full-time as explained above

G Ineligible Status Applies to Employees as follows (in accordance with laws pertaining to the State retirement system)

DETERMINATION OF WHETHER A POSITION QUALIFIES FOR 'INELIGIBLE' STATUS MUST BE MADE WITH HUMAN RESOURCES BEFORE A TEMPORARY POSITION MAY BE FILLED EMPLOYMENT STATUS OF PORT POSITIONS MUST BE IN CONFORMANCE WITH WASHINGTON STATE RETIREMENT LAWS

- 1 Ineligible Limited Applies only to those hired in a position scheduled to end within four calendar months of full-time employment or part-time of 90 or more hours per month. Ineligible limited status must end no later than the end of the fourth calendar month
- 2 Ineligible Extended or Ineligible On-call Applies to those hired to work less than 90 hours a calendar month (less than 70 hours for PERS Plan One members) in an on-call assignment or for an extended specified duration, or those hired to work 90 or more hours a calendar month in up to four or less calendar months within each 12-month period. In order to retain ineligible status for an extended period, compensated hours must be less than 90 (or 70, as above) per month in at least 8 of every 12 calendar months worked
- 3 Student Interns
 - a Domestic Student Interns are limited to four consecutive calendar months of full-time employment, and subsequent part-time employment if scheduled to work less than 90 hours a month, as in C 2
 - b International Interns are limited to the same hire restrictions as for domestic student interns. However, if such international intern is demonstrated to be a nonresident, non-citizen of the U S and is not covered by Social Security, such international interns may be allowed to work full-time for up to 12 months
 - c Ineligible status applies to all interns
- 4 Ending of Ineligible Status Employees must be terminated when or before time limits are reached for ineligible status explained above, except as necessary to address critical and immediate Port needs, see conditions in 5 , next
- 5 Conversion From Ineligible to Eligible Status If an employee is hired into an ineligible position but conditions change and the Port later determines the position to be eligible under PERS definitions, PERS membership will be required of the employee beginning from the date the Port determines the position to be eligible. If the Department of Retirement Systems determines that an eligible position should have been considered eligible, then PERS membership will be required of the employee retroactive to the first day of eligibility

Section IV (Cont'd)

D The Immigration and Naturalization Control Act requires that no employee whatsoever be hired to work in the United States without the Port verifying proof of that employee's right to work in the United States

V **ESTABLISHMENT AND ADMINISTRATION OF SALARIES, ALLOWANCES, AND ADJUSTMENTS**

The Commission hereby authorizes the following types of salary adjustments and allowances

A Probationary Salary Increases The probationary period is hereby established as the first six months of continuous employment as a new hire or a rehire in an authorized, eligible position. Employees who have shown satisfactory work performance during their probationary period, documented by supervision through application of a performance planning and appraisal system, and who were hired at the minimum of the salary range for their position may receive an increase ranging from 4% to 7% of their salary. When an initial upgrade adjustment of 7% or more is granted during the probationary period, the probationary increase shall not be granted. However, a secondary upgrade adjustment may be considered within the guidelines established in Section A 3 b. Such probationary adjustments, if granted, should be implemented within two weeks of the satisfactory completion of the probationary period.

B Upgrade Adjustments

- 1 Initial Adjustment Initial increases may be as a result of reclassifications or reevaluations. Eligible employees may be granted an increase normally ranging from 4% to 10%. Increases may be greater than 10% if the new salary does not exceed midpoint of the new salary range. Salary adjustments, if any, should take into account appropriate salary and performance comparisons and the extent to which the incumbent qualifies to perform the higher level of duties. Any recommended increase exceeding the amount specified above requires the approval of the Director of Human Resources.
- 2 Secondary Adjustment For eligible Port employees who are promoted to the minimum of a higher salary range, secondary adjustments may be made under the following conditions:

At the completion of six months in a new eligible position, a department director may elect to provide an adjustment of from 4% to 10% of an employee's salary for employees who received an upgrade to the minimum of a salary range and whose salary has remained at range minimum, except in cases where the incumbent has received a non-discretionary salary adjustment. Such secondary salary adjustment shall not be automatic and shall be made only at the discretion of the department director, based upon the employee's work performance in the new classification as documented by the supervisor through a work performance appraisal. Such adjustments, if granted, should be implemented within two weeks of the completion of six months in the new classification.

Section V (Cont'd)

C Pay for Performance/Special Adjustment Program and Fund

Administration The pay for performance program shall be administered under Human Resources Procedure HR-21, Salary Administration. The pay for performance/special adjustment fund shall be established in an amount determined by the budget process and administered according to a plan approved by the Executive Director and implemented by the Director of Human Resources, subject to the following provisions:

- 1 The Director of Human Resources shall collect and analyze salary survey data. If survey findings indicate the Port salary ranges or rates are not in proper alignment with appropriate markets, the Executive Director may recommend adjustments to salary ranges and/or rates where realignment is needed.
- 2 Salaried employees whose salary ranges are established in Exhibit A shall be eligible for pay for performance adjustments within procedural guidelines. Such adjustments shall take into account market movement as determined by the following salary survey data, ratio of current salary to market rate, and performance level as documented by a current work performance appraisal.
- 3 Pay for performance for the Executive Director shall be approved by the President of the Port Commission after consulting with other Commission members.
- 4 The Executive Director may provide special salary adjustments for reasons such as the following: (1) to alleviate salary compression between a supervisor and subordinate, (2) to reward employees who make a significant non-job-related contribution to the Port, normally a situation in which the Port recognizes significant savings. This special adjustment provision provides the Executive Director flexibility to ensure appropriate compensation in circumstances which are not otherwise addressed in Port salary administration policies and procedures, including but not limited to those instances outlined herein.

D Administering Salary Increases or Allowances for Positions Which

Fall Outside Ranges Employees in positions whose salaries fall below an adjusted salary grade range for their classification shall automatically receive the amount of increase necessary to reach the minimum rate of pay for the adjusted salary range. Employees at or above salary range maximum may be eligible for lump sum awards which do not increase base salary. All increases shall conform to the provisions and limitations in salary administration policy described in this section.

Section V (Cont'd)

E Temporary Pay for Replacements When an employee is temporarily assigned for a period of 30 calendar days or more to a higher classification, such employee may receive a temporary reclassification adjustment to the minimum of the higher grade or up to 10% of base salary if fulfilling all duties of the employee being replaced. Such a temporary adjustment may be processed after the 30 calendar day period and would be retroactive to the first day in the temporary assignment. In no case shall the temporary reclassification adjustment result in a salary which exceeds the maximum of the salary range of the higher classification.

F Foreign Language Premium The Port of Seattle shall provide a foreign language premium in the amount of \$20 per hour for translation services rendered. Payment shall be made to eligible employees who are fluent in foreign language(s) and dialect(s) spoken by those with whom the Port does business. Such payment shall be made in those cases where employees directly assist the Port with translation services and where the employee's normal duties do not require foreign language proficiency.

G Payment for Relocation Costs The Director of Human Resources shall be responsible for procedures which allow payment for relocation costs for exempt employees in regional positions who are assigned to a new location, and new exempt employees who are required to relocate to accept Port employment.

VI ADMINISTRATION OF PAY PRACTICES

A Conversion of Salary Rates For all salaried employees, monthly salaries are converted to annual salaries. The straight-time hourly rate of pay is computed by multiplying the monthly salary by 12 (months) divided by the number of pay periods (26) in the year, divided by the number of hours in the pay period (75 or 80).

B Authorized Work Schedules for Full-time Employees Normal full-time work schedules are made up of either 75 or 80 hour bi-weekly pay periods. Department Directors are authorized to approve alternative shift arrangements when deemed in the best interests of operating efficiency. Vacation, sick and bereavement leave, holiday pay, etc., will be determined by the employee's schedule for that specific day.

VI ADMINISTRATION OF PAY PRACTICES (Cont'd)

C Extra Compensation The following terminology shall be used in this section and Section VII B 3, Holidays "an employee's Saturday" shall indicate the sixth day and "an employee's Sunday" shall indicate the seventh day in a full-time work week, regardless of the actual first and last day of a five consecutive-day work week. This definition applies to overtime determinations only and in no way alters the defined Port payroll week which begins at 12:01 a.m. Sunday and ends at midnight Saturday.

- 1 Overtime Employees in nonexempt classifications shall receive overtime compensation at the rate of one and one-half the straight-time hourly rate of pay for work performed over and above a full-time regularly scheduled workshift (see C above) and/or work week, as the case may be. When required to work, overtime shall be paid for all work performed on "an employee's Saturday," "an employee's Sunday," and on a holiday to the extent provided in Section VII B 3, Holidays. In no case shall overtime compensation be duplicated or pyramided. Overtime will be paid the same shift rate that the employee was scheduled for before the need for overtime became evident. This will apply to time worked either before or after a regularly scheduled shift.
- 2 Shift Differential All non-exempt employees shall receive a shift differential of 7.5% over their regular salary when required to work Swing Shift and 10% over their regular salary when required to work Graveyard Shift. Swing Shift shall be a full-time work shift which ends between 10:30 p.m. and 2:00 a.m., Graveyard Shift shall be a full-time work shift which ends later than 2:00 a.m.

VII ADMINISTRATION OF BENEFIT PROGRAM

A Authorization to Amend Benefit Program The Executive Director is authorized to amend benefits as necessary to comply with any changes in statutory requirements.

B Basic Benefits Provided for All Salaried Employees (except as noted) beginning on date of employment:

- 1 Social Security (FICA) Insurance All Port employees are covered by law under the Federal Insurance Contribution Act (FICA). During 1994, employee and employer contributions are scheduled to be 7.65% on earnings up to a maximum of \$60,600 and 1.45% (Medicare portion) on earnings above \$60,600.
- 2 Industrial Insurance or Other Duty Disability Benefits All Port employees except LEOFF, Plan One Firefighters are covered by the Port under its self-insured industrial insurance plan, which provides the same coverage as the State Workers Compensation Act. Certain other supplemental coverage for duty disability conditions only may be provided to protect the Port from contingent liability (i.e., Longshore and Harbor Workers Act), to meet requirements of law, and/or to maintain competitive protection levels for certain employees or classification of employees. For example, use of accrued sick leave as a supplement to Workers Compensation is provided as established in Port Policy HK-5, Leaves.

VII ADMINISTRATION OF BENEFIT PROGRAM (Cont'd)

- 3 Unemployment Compensation All Port employees residing in Washington State are covered for unemployment compensation benefits under the Washington State Employment Security Act. Unemployment compensation coverage shall be provided for employees residing in other states to the extent that coverage is available and that Port employees are eligible.
- 4 Military Leave With appropriate military orders, employees called for active training duty in military reserve units shall be allowed up to fifteen working days per Federal fiscal year (October through September) of military leave as provided in and limited by R C W 38 40 060.

Compensation during the period of such a leave shall not exceed that which would be required to cover the number of hours regularly scheduled. Time off for weekend drills does not normally constitute military leave, however, time off without pay may be allowed when necessary at department director discretion.

- 5 Transportation and Parking For purpose of commuting to and from work, and in the interest of improved air quality, reduced traffic congestion, decreased fuel consumption, and compliance with the Commute Trip Reduction Act, employees may choose from one of the following Commute Trip Reduction Allowances: payment of the cost of a monthly METRO bus pass or Washington State Ferry pass, not to exceed \$30 except that employees in regional offices may receive 50% reimbursement for their local public transportation, van/car pools for employees commuting from outlying areas with a fee of 50% of the cost of a monthly METRO bus pass charge to the employee passenger commuting within King County and 75% charged to the employee passenger commuting outside of King County, or parking at no cost. Employees may be requested to drive their own vehicles for Port business and will be reimbursed pursuant to applicable Port Resolutions. The Commute Trip Reduction Allowance and Parking Policy is under the administrative authority of the Director of Facilities Development & Management. The Port retains its option to terminate this program at any time. The Port also retains its option to revise the program in response to the Commute Trip Reduction Act.

C Benefits Provided Eligible Employees (Contract employees in eligible positions are provided only the retirement benefit listed immediately below. No other benefits in this section apply to contract employees.)

- 1 Retirement Employees will become members of the Washington Public Employees Retirement System (PERS) from date of employment if they are hired in an eligible position and are eligible for membership as defined in RCW 41 40. Fire fighter management personnel, if eligible under RCW 41 26, become members of the Washington Law Enforcement Officers' and Fire Fighters' Retirement System (LEOFF). In either system, employees who became members prior to October 1, 1977 are covered by Plan One and employees who became members on or after October 1, 1977 are covered by 'Plan Two'. Refer to appropriate retirement membership handbooks for differences between Plan One and Plan Two.

Effective September 2, 1984, State retirement contributions are excluded from an employee's gross pay for Federal Income Tax purposes only.

Section VII (Cont'd)

Eligible employees hired in otherwise eligible positions under RGW 41 40, who are excluded from membership in PERS because of non-citizen, nonresident status, may be provided from date of employment with an individual pension or annuity arrangement which will provide benefits similar to those provided under PERS, Plan Two. The Port Auditor is authorized to execute any and all documents and to take any and all action necessary to implement such an arrangement.

Partial service credit will be granted to members of PERS 1 and PERS 2 working in eligible positions less than threshold" hours. In PERS 1 this means that employees who work less than 70 hours in one month will receive 1/4 month service credit for that month. Under PERS 2, employees who work at least 70 hours in one month, but less than 90 hours, will receive 1/2 month service credit. PERS 2 employees will receive 1/4 month service credit if they work less than 70 hours in a month.

- 2 Compensated Leave (See Port Policy HR-5, Leaves, for provisions covering all forms of paid and unpaid leave. Any employee seeking or requiring an unpaid leave of more than 30 calendar days must check prospectively with the benefits section regarding continuance of insurance coverages, etc.)

a Civic Duty Leave

- (1) Jury Duty An Eligible employee who serves on jury duty shall receive full regular compensation less any compensation (excluding mileage and meals paid by the court) received for such service during the period of leave.
- (2) Subpoenaed Witness Leave When an eligible employee is subpoenaed as a witness under circumstances which are determined by the Director of Human Resources to constitute Port duty, the same pay conditions listed for jury duty shall apply.

b Sick Leave Eligible salaried employees shall receive sick leave accruals as follows:

- (1) Salaried Employees Other than Fire Department Managers Covered by LEOFF, Plan One Eligible salaried employees shall accrue sick leave at the rate of 0.04616 hour per straight-time hour paid. These accruals shall commence from the date of employment and shall not exceed the equivalent of 12 work days per year. Sick leave accruals may be used following 30 days of continuous employment.

Accumulation of sick leave shall be limited to the amount that each eligible employee can earn in a 5-year period under the provisions stated above, i.e., 60 days for most employees, except employees in positions approved for a four-day work week would be limited to an accumulation equivalent to 48 10-hour shifts. When maximum accumulation limit is reached, additional accruals will cause the oldest sick leave accruals to be converted at 50% value to the pooled leave account. (See Section VII B 5 for further details.)

- (2) Fire Department Managers Covered by LEOFF, Plan One Fire Department Managers covered by LEOFF, Plan One, shall, as of January 1, 1978, be excluded from adding to sick leave accruals earned between January, 1970 and December, 1977. Unused sick leave accruals remaining on the records of such employees may be used at the employee's option in case of short-term illness.

Section VII (Cont'd)

At the discretion of the Fire Chief, Managers covered by LEOFF, Plan One, may be granted up to six full-time shifts per year of sick leave. Unused portions of this discretionary sick leave shall not be accrued or compensated for at termination. However, if a claim for such sick leave is later approved by the King County Disability Retirement Board as being payable through LEOFF, Plan One, the Fire Chief may credit the discretionary sick leave account of an employee. In no case shall sick leave payments be duplicated.

Sick leave will be used only in instances of employee or immediate family member illness, injury or disability. Immediate family shall be defined as spouse or domestic partner, and the parents or children of the employee, spouse or domestic partner. For the purposes of this Resolution, an employee and a domestic partner must be willing to declare that they 1) share the same regular and permanent residence, 2) have a close personal relationship, 3) are jointly responsible for basic living expenses, 4) are not married to anyone, 5) are each 18 years of age or older, 6) are not related by blood closer than would bar marriage in the State of Washington, 7) were mentally competent to consent to contract when the domestic partnership began, and 8) are each other's sole life partner and are responsible for each other's common welfare. In special circumstances, the Department Director of Human Resources may include others in this definition. Departmental management may at any time require a physician's statement to justify use of sick leave. A physician's release shall be required prior to the return to work by an employee who has suffered an absence of longer than two weeks due to illness, surgery, or an accident or who has experienced hospitalization of any kind.

- c. Long-Term Sick Leave Account Employees, other than LEOFF Plan I firefighters, who had sick leave accounts greater than 60 days prior to June 24, 1984, may be eligible to use sick leave in their long-term sick leave account. Withdrawals from that account may be made only in the event of a long-term illness which exhausts that employee's sick leave account, or in the event an immediate family member as defined above suffers a serious illness which requires the employee to be absent four or more days. See Port Policy HR-5, Leaves, for details. Long-term sick leave is not payable at termination.
- d. Bereavement Leave At the discretion of the department director and under the supervision of the Director of Human Resources, employees may receive from one to five working days of leave per bereavement. Such leave shall not result in compensation for more than the number of hours in any normal work week. Employees must have been employed for thirty or more days of uninterrupted service and have suffered the loss by death of a member of their immediate family as defined above. Bereavement leave may also be granted in the case of the death of a sibling, grandparent or grandchild of the employee, spouse or domestic partner, or in the case of the death of a sibling's spouse or domestic partner. In special circumstances, the Director of Human Resources may include others in this definition. Individual circumstances such as the distance to the funeral and the extent of employee involvement with the arrangements for the deceased shall be considered in determining the number of days to be granted an employee and whether the leave is taken consecutively.

Section VII (Cont'd)

- 3 Holidays (This section, other than the two employee-designated holidays shown below, is effective from December 31, 1993 through December 31, 1994) These twelve holidays shall be observed according to the conditions outlined herein When nonexempt employees are required to work on a holiday, overtime pay shall apply within the limits and conditions of this section and those listed in Section VI C 1 , Overtime

Normal Date of Observance for Monday Through Friday Schedule

Friday, December 31, 1993
 Third Monday in January (17)
 Third Monday in February (21)

 Last Monday in May (30)
 First Monday in July (4)
 First Monday in September (5)
 Fourth Thursday in November (24)
 Fourth Friday in November (25)
 Friday, December 23

Monday, December 26
 *Employee selects date

*Employee selects date

*Eligibility for these holidays is not established until the probationary period is satisfactorily completed (Section IV A 1)

U.S. Staff Holidays

New Year's Day
 Martin Luther King, Jr Day
 Washington's Birthday
 Observed
 Memorial Day
 Independence Day
 Labor Day
 Thanksgiving Day
 Day after Thanksgiving Day
 Port-designated Floater, in lieu of Lincoln's Birthday
 Christmas Holiday
 *Employee-designated floater in lieu of Veteran's Day, may be taken from 12/26/93 through 12/24/94
 Personal holiday, may be taken from 12/26/93 through 12/24/94

Date of Observance

January 1
 January 2
 January 3
 January 15
 February 11
 March 21
 April 29
 May 3
 May 4
 May 5
 September 15
 September 23
 October 10
 November 3
 November 23
 December 23
 December 30
 December 31

Japan Staff Holidays*

New Year's Celebration
 New Year's Celebration
 New Year's Celebration
 Adult's Day
 Independence Day
 Spring Equinox
 Greenery Day
 Constitution Memorial Day
 Holiday
 Children's Day
 Respect for the Aged Day
 Autumn Equinox
 Health Sports Day Observance
 Cultural Day
 Labor Thanksgiving Day
 Emperor's Birthday
 Year End Holiday
 Year End Holiday

- * In recognition of cultural differences and international business practices, Japan regional staff shall observe these holidays

Section VII (Cont'd)

a Personal Floater and Personal Holiday

At least one week advance notice and department director approval are required for the personal floater and personal holiday. Each eligible employee shall take these two holidays subject to appropriate scheduling with their department director. On November 1, 1994, each department director shall set up a schedule for eligible employees who have not yet scheduled these holidays. An employee shall receive no extra pay for not taking these holidays, unless directed by the department director to work on the day scheduled and no other day off can be scheduled before the end of the payroll calendar year. A terminating employee shall receive no pay for a personal holiday or personal floater not taken prior to the last day worked.

b Holidays for full-time employees shall be handled as follows:

- (1) Employees on a Monday Through Friday Work Schedule When a holiday falls on a Sunday, the following Monday will be considered the holiday. When a holiday falls on Saturday, the preceding Friday will be considered the holiday.
- (2) Employees Working on Other Than a Monday Through Friday Work Schedule When a calendar holiday (i.e., Christmas Day, New Year's Day, 4th of July) falls on a regularly scheduled work day that is a Saturday or a Sunday, that day will be considered the holiday instead of the Port-designated day. When a holiday falls on a regularly scheduled day off, the last preceding or the next following workday shall be treated as the holiday.

If the holiday (or the alternate day where applicable) cannot be scheduled as a day off for an otherwise eligible employee, overtime compensation shall be paid for the number of hours required to work on such a day in addition to holiday pay at the straight-time rate--not to exceed the normally scheduled paid holiday hours up to a full-time day.

In unusual cases, when scheduling of a day off in lieu of a holiday cannot be arranged for an individual employee according to the conditions as stated above, an alternate day off within the immediate pay period may be approved. Days off in lieu of holidays shall not be carried over into other pay periods.

c Part-Time Employees

- (1) Eligible part-time employees may receive compensation for the holidays (as specified in a above) on a pro rata basis of a full-time schedule, i.e., a 22.5-hour employee may receive pay for 60% of the holiday hours provided, or 4.5 hours per holiday. When the number of hours worked varies each week, an average based on the most recent four-week period or a proportionate number of hours based on a predetermined schedule is used to determine the holiday pay.
- (2) Ineligible part-time or on-call employees shall, if required to work on a holiday, be paid at the overtime rate of pay in addition to holiday pay, if applicable.

d Retiring Employees A retiring employee immediately eligible for a PERS pension whose normal last day on the payroll is a Port-designated holiday shall receive the holiday pay.

Section VII (Cont'd)

- e Ineligible Employees Unless clearly scheduled for work for at least 30 calendar days before and the day after a holiday, ineligible employees are not eligible for pay on holidays not worked. Compensation will be on a pro-rata basis up to a full-time schedule.

Ineligible full-time employees shall, if required to work on a holiday, be paid at the overtime rate of pay in addition to holiday pay, if applicable.

- f Employees on Approved Leaves Employees on unpaid leave of absence or on disability leave which constitutes inactive status such as but not limited to LEOFF Plan One disability leave, long-term disability leave, and duty-disability leave (workers' compensation), are not eligible for holiday pay. However, to the extent that sick leave supplements are being paid during the holiday week and for a day or more immediately preceding or following the holiday, pro rata holiday pay does apply.

Eligible employees authorized to return to work from an approved leave without pay on the next scheduled work shift after a holiday(s) shall receive pay for the holiday(s) within limits stated in this Resolution.

Eligible employees who begin an authorized leave without pay on the next scheduled work shift after a holiday(s) shall receive pay for the holiday(s) within limits stated in this Resolution.

4 Vacation With Pay

- a Scheduling of Vacation Leave At any time after the successful completion of the six-month probationary period, eligible employees may request and use vacation leave of up to the number of days accrued (explained in detail below) at the time of the desired vacation date subject to the approval of the department director.

Normally, requests for approval of vacation schedules shall be made to the department director on a vacation request form one week or more in advance, more notice may be required by a department director whenever necessary. Payment for vacation leave may be made only to the extent of unused vacation accruals at the time of the leave.

In order to promote the health and efficiency of employees, scheduling of vacations of more than one week (five consecutive days) shall be encouraged.

- b Limits on Accumulating Vacation Leave Vacation leave accumulation limit shall be limited to a 24-month accrual at any time. See Section VII B 5 Pooled Leave for possible conversion of vacation into a pooled leave account. Departmental management shall be responsible for encouraging and allowing proper scheduling for employees taking annual leave in order to avoid any forfeiture of vacation leave. It is not the intent that employees be allowed to forfeit vacation.

Section VII (Cont'd)

- c Rates of Accrual Eligible salaried employees shall receive vacation accruals based upon a pro rata share of a full-time work schedule. Vacation leave is earned as follows:
- (1) Two Weeks Vacation Based on the first day of employment from the first full month to and including the thirty-sixth full month of continuous employment, eligible employees shall accrue vacation at the rate of 03847 hours per straight-time hour paid (03847 x 1950 annual hours = 75 vacation hours, 03847 x 2080 annual hours = 80 vacation hours)
 - (2) Three Weeks Vacation From the thirty-seventh full month to and including the eighty-fourth full month of continuous employment, eligible employees shall accrue vacation at the rate of 05770 hours per straight-time hour paid (05770 x 1950 annual hours = 112.5 vacation hours, 05770 x 2080 annual hours = 120 vacation hours)
 - (3) Three and One-Half Weeks Vacation From the eighty-fifth full month to and including the one-hundred thirty-second full month of continuous employment, eligible employees shall accrue vacation at the rate of 06731 hours per straight-time hour paid (06731 x 1950 annual hours = 131-1/4 vacation hours, 06731 x 2080 annual hours = 140 vacation hours)
 - (4) Four Weeks Vacation After completion of eleven years of continuous employment starting with the one hundred thirty-third month, eligible employees shall accrue vacation at the rate of 07693 hours straight-time hour paid (07693 X 1950 annual hours = 150 vacation hours, 07693 X 2080 annual hours = 160 vacation hours)
- 5 Pooled Leave Eligible salaried employees may build up a pooled leave account to use as service time during later employment years for such reasons as a sabbatical, educational leave, civic duty leave other than that covered in Section VII B/C 2 a, or at retirement or termination. See Port Policy HR-5, Leaves, for detailed pooled leave procedures.
- a Vacation Conversions/Forfeiture When a maximum accumulation limit is reached, additional accruals will cause the oldest accruals to be converted at full value either to the pooled leave account or a temporary holding account, depending on whether the equivalent of 10 vacation days have been used during the payroll year. If 10 vacation days are not used during the payroll year, all vacation hours in the holding account will be forfeited.
- b Sick Leave Conversions When the 60-day accumulation limit is reached, additional accruals will cause the oldest sick leave accruals to be converted at 50% value to the pooled leave account.
- 6 Awarded Time Under limited circumstances, exempt, post-probationary employees may be awarded time off in recognition of extra hours worked to assure shift coverage, meet critical deadlines or to otherwise accomplish Port objectives. The awarding of time is at the department director's discretion within the guidelines provided in Port Policy HR-5, Leaves. Awarded time is not convertible to cash and may not be taken after the last worked day.

Section VII (Cont'd)

- 7 Shared Leave On a voluntary basis and in accordance with procedures outlined in Port Policy HR-5, Leaves, employees may donate accrued leave to benefit other salaried employees who have exhausted their leave. Employees who may benefit are those who are suffering from an extraordinary or severe illness, injury, impairment, or physical or mental condition which has caused, or is likely to cause, the employee to take leave without pay or terminate his or her employment.

Any employee may donate any amount of vacation or pooled leave at a 100% rate, or hour-for-hour. Employees who are eligible for the 50% cash-out of sick leave upon termination may also donate any amount of sick leave at a 50% rate, or hour-for-1/2 hour.

Donated leave shall be designated to a specific individual. Donations and requests for shared leave will be coordinated in Human Resources.

- 8 Family and Medical Leave Act (FMLA) of 1993 The FMLA gives eligible employees the right to take paid or unpaid leave for a period of up to 12 workweeks in any 12 months for any of the following reasons:

- a to care for the employee's child after birth or placement for adoption or foster care,
- b to care for the employee's spouse, son or daughter, or parent, who has a serious health condition, or
- c for a serious health condition that makes the employee unable to perform the employee's job.

Procedures are outlined in Port Policy HR-5, Leaves.

- 9 Payment for Accrued Leave at Termination

- a Sick Leave Upon termination or retirement immediately following five complete years of active employment in a continuous period of employment with the Port of Seattle, qualified employees shall be compensated, as described below, for 50% of their unused sick leave at the rate of pay at termination.
- b Vacation Upon termination, eligible employees shall receive compensation at 100% value in lieu of unused accrued vacation leave as described below. No vacation time may be taken after the last day worked. A probationary employee who terminates active employment before satisfactorily completing the probationary period shall receive no vacation pay. LEOFF I firefighters taking disability retirement may be allowed to receive a lump sum payment for unused vacation leave if unable to exhaust such paid leave prior to termination. In the event that State law changes in regard to lump sum vacation payments for State retirement members, the Port Auditor is authorized to make such vacation payoffs in a manner consistent with then current State law(s).
- c Pooled Leave Upon termination pooled leave is normally used as service time with full pay and a continuation of benefits. Pooled leave may be cashed out if the benefits available from using the leave as service time are waived in writing.

Section VII (Cont'd)

Method of payment for a , b , and c above is as follows

- PERS 1A Plan One members hired before June 24, 1984, have an option of transferring payable portions of sick leave and/or vacation leave (all or none of either account) to pooled leave for use as service time, or receiving a lump sum payment for payable portions of sick leave and vacation and using pooled leave as service time
- PERS 1B Plan One members hired on or after June 24, 1984, have an option of transferring 100% of vacation leave to pooled leave for use as service time, or receiving a lump sum payment for up to 240 hours and transferring the balance to pooled leave. The payable portion of sick leave will be transferred to pooled leave
- PERS 2 Plan Two and LEOFF members will receive payable portions of sick leave and vacation in a lump sum and will use pooled leave as service time

Due to the effects of accrued leave on service time and of federal laws on rights to continuation of medical insurance, terminating and retiring employees should notify the Benefits Section in the Human Resources Department as soon as possible in order to obtain the appropriate counseling

In the case of a regular employee's death, a lump sum payment for payable amounts of unused accrued leaves a , b , and c above shall be paid to the employee's heir or estate, as appropriate

- 10 Insurance Benefits Coverages listed in Sections a through f below apply to eligible employees as defined in Section IV B. For purposes of medical and dental insurance benefits as detailed in a , b , and f below, Port Commissioners may elect to be included in the definition of eligible employee or they may elect reimbursement by the Port for their medical and dental insurance premiums at a cost not to exceed that provided for Port employees. For purposes of life insurance benefits as detailed in Life Insurance, Port Commissioners are included in the definition of eligible employee. For purposes of optional employee-paid accident insurance, Port Commissioners are included in the definition of eligible employee. Employees may be required to pay a portion of some insurance premiums. Employees are responsible for notifying the Port on approved enrollment forms of their eligible dependents. Any extra costs associated with a lack of notification shall be the employee's responsibility. The Port retains the right to modify insurance benefits to offer greater employer and/or employee flexibility or choice.

- a Medical Insurance for Employees or Commissioners Probationary, eligible employees who normally maintain active employment schedules of 90 hours or more each month, as well as Port Commissioners who so elect, shall receive paid surgical, hospital, and major medical insurance coverage limited to the regular adult premium for the Port's lowest cost indemnity medical plan beginning on the first of the month following a calendar month of continuous

employment. This insurance benefit shall be provided in such amounts and in such manner as are established in contracts with insurance companies and/or agencies selected by the Port to provide such benefits. There shall be a choice of at least two medical/health insurance plans from which employees as well as Commissioners who so elect may choose.

Section VII (Cont'd)

- b Medical Insurance for Dependents On the first of the month following the equivalent of one calendar month of satisfactory employment (90 hours minimum), eligible employees shall receive paid surgical, hospital, and major medical insurance coverage for their eligible dependents. Port Commissioners who so elect shall receive these benefits for their dependents on the first of the month following one calendar month as a Port Commissioner.

Dependents are defined as the employee's spouse or domestic partner and the child or children of the employee and/or the employee's spouse or domestic partner. The eligibility and other conditions of coverage are established between the Port and the insurance companies or agencies selected to provide such benefits. Coverage for dependents shall be provided by the same medical insurance plan which the employee or Commissioner has chosen. Employee costs shall be by payroll deduction.

In no case shall the Port be responsible for more than two regular adult premiums (employee and spouse or domestic partner) for an employee's family unit. If a dependent child is treated as an adult by any Port medical insurance plan, the extra cost shall be the responsibility of the employee and paid through payroll deduction.

- c Medical Insurance Premium Reimbursement for Port Commissioners Port Commissioners may elect reimbursement by the Port for medical insurance premiums for themselves and for eligible dependents after one full calendar month as a Commissioner. Reimbursement may be at a cost not to exceed that provided for Port employees.
- d Life Insurance On the first of the month following the equivalent of six continuous calendar months of satisfactory employment (975 hours minimum), eligible employees and their eligible dependents shall receive life insurance benefits in such amounts and in such manner as are provided in contracts with insurance companies or agencies selected by the Port to provide such benefits.
- e Long-Term Disability Insurance On the first day following 180 days of full-time employment (or 975 hours for part-time employment), eligible employees shall be covered for long-term disability insurance in such amounts and in such manner as the Port has established with insurance companies or agencies providing such benefits.
- f Dental Insurance On the first of the month following the equivalent of six continuous calendar months of satisfactory employment (975 hours minimum) in a position scheduled for at least 30 hours per week or 130 hours per month, eligible employees and their eligible dependents shall receive paid dental insurance coverage. Port Commissioners may elect to enroll themselves and their eligible dependents in the Port's group dental plan on a one time only basis after six calendar months as a Port Commissioner and shall remain on the group dental plan until the Commissioner no longer acts as a Port Commissioner. In the event of an eligible part-time employee's hours being scheduled from less than 30 to 30 or more per week, dental coverage will become effective the first of the month after the average hours worked per week equals 30 or more for a six-month period and the employee has completed at least 975 hours of satisfactory employment. Conversely, if an eligible

Section VII (Cont'd)

full-time employee's hours are scheduled to less than 30 hours per week but no less than 21, dental coverage will cease the first of the month after the average hours worked per week during a six-month period falls below 30. The eligibility and other conditions of coverage are established with the insurance company or agency selected by the Port to provide such benefits.

8. Dental Insurance Premium Reimbursement for Port Commissioners Port Commissioners may elect reimbursement by the Port for their dental insurance premiums and for the premiums of their eligible dependents after six full calendar months as a Commissioner. Reimbursement must not exceed the cost of Port employee premiums.

VIII EFFECTIVE DATE

THIS RESOLUTION shall be effective December 26, 1993. The Director of Human Resources is authorized to take necessary action to make all terms, provisions, and conditions contained herein effective as of December 26, 1993.

BE IT FURTHER RESOLVED that all prior resolutions dealing with these subject matters, including but not limited to Resolution No. 3127, be and the same are hereby repealed.

ADOPTED by the Port Commission of the Port of Seattle this 22nd day of November, 1993, and duly authenticated in open session by the signatures of the Commissioners voting in favor thereof and the seal of the Commission.

Sam Grant
Phil Seligson
Rita J. Davis
John B. Black
Patricia K. Miller

Port Commission

RESOLUTION NO 3152, AS AMENDED
 SCHEDULE OF AUTHORIZED SALARIED POSITIONS
 SALARY RANGES EFFECTIVE JANUARY 1 1994

EXHIBIT A

POSITION TITLE	GRADE/ PLSA	BASE SALARY RANGE		
		MINIMUM	MIDPOINT	MAXIMUM
Executive Director	45 E	122,340 10,195	152,928 12,744	183,516 15,293
Deputy Executive Director	42 E	104,340 8,695	130,428 10,869	156,516 13,043
Managing Director Aviation Division	40 E	93,732 7,811	117,168 9,764	140,604 11,717
Managing Director Marine Division	40 E	93,732 7,811	117,168 9,764	140,604 11,717
Senior Director Services Division	38 E	84,108 7,009	105,132 8,761	126,156 10,513
Chief Financial Officer	36 E	75,384 6,282	94,224 7,852	113,064 9,422
Chief Engineer	35 E	71,304 5,942	89,136 7,428	106,968 8,914
Director Aviation Facilities and Maintenance	34 E	67,452 5,621	84,312 7,026	101,172 8,431
Director, Aviation Operations	34 E	67,452 5,621	84,312 7,026	101,172 8,431
Director Marine Services	34 E	67,452 5,621	84,312 7,026	101,172 8,431
Director, Information Systems	33 E	63,768 5,314	79,716 6,643	95,664 7,972
General Counsel	33 E	63,768 5,314	79,716 6,643	95,664 7,972
Chief of Police	32 E	60,264 5,022	75,336 6,278	90,408 7,534
Controller	31 E	56,940 4,745	71,172 5,931	85,404 7,117
Director, Aviation Planning	31 E	56,940 4,745	71,172 5,931	85,404 7,117
Director Facilities Development and Management	31 E	56,940 4,745	71,172 5,931	85,404 7,117
Director, Economic and Trade Development	31 E	56,940 4,745	71,172 5,931	85,404 7,117
Director Government Relations	31 E	56,940 4,745	71,172 5,931	85,404 7,117
Director Human Resources	31 E	56,940 4,745	71,172 5,931	85,404 7,117
Director Labor Relations	31 E	56,940 4,745	71,172 5,931	85,404 7,117
Director Logistics Operations	31 E	56,940 4,745	71,172 5,931	85,404 7,117
Director Marine Marketing and Business Development	31 E	56,940 4,745	71,172 5,931	85,404 7,117

RESOLUTION NO 3152, AS AMENDED
 SCHEDULE OF AUTHORIZED SALARIED POSITIONS
 SALARY RANGES EFFECTIVE JANUARY 1, 1994

EXHIBIT A

POSITION TITLE	GRADE/ FLSA	BASE SALARY RANGE		
		MINIMUM	MIDPOINT	MAXIMUM
Director, Marine Planning and Development	31 E	56 940 4,745	71 172 5 931	85 404 7 117
Director Port Communications	31 E	56 940 4 745	71,172 5,931	85 404 7 117
Director, Strategic Planning	31 E	56 940 4 745	71 172 5 931	85,404 7 117
Port Auditor	31 E	56 940 4 745	71,172 5 931	85 404 7 117
Director Aviation Marketing	30 E	53,760 4,480	67 200 5 600	80 640 6,720
Director Aviation Business and Property Management	30 E	53 760 4 480	67,200 5,600	80 640 6 720
Director Boat Harbors	30 E	53,760 4 480	67 200 5 600	80 640 6 720
Director, Marine Administrative Services	30 E	53 760 4 480	67,200 5,600	80,640 6 720
Fire Chief	30 E	53 760 4 480	67,200 5 600	80,640 6 720
General Manager Aeronautical/Terminal	30 E	53 760 4 480	67 200 5 600	80 640 6,720
General Manager Maintenance	30 E	53,760 4 480	67,200 5,600	80 640 6,720
General Manager, Operations Administration	30 E	53,760 4,480	67,200 5 600	80,640 6,720
Manager Environmental Management	30 E	53 760 4,480	67 200 5,600	80,640 6 720
Manager Mechanical/Electrical Systems Design	30 E	53 760 4,480	67,200 5,600	80 640 6,720
Assistant Director, Human Resources	29 E	50 724 4,227	63 408 5,284	76 092 6 341
Assistant General Manager Maintenance	29 E	50 724 4 227	63,408 5 284	76 092 6,341
Deputy Chief of Police	29 E	50,724 4,227	63,408 5 284	76,092 6 341
Director, Aviation Administration and Finance	29 E	50,724 4 227	63,408 5,284	76 092 6,341
Director, Aviation Communications	29 E	50,724 4 227	63 408 5 284	76,092 6 341
Director Diversity Programs	29 E	50 724 4 227	63 408 5 284	76 092 6 341
Director, Organizational Effectiveness	29 E	50 724 4,227	63,408 5,284	76,092 6 341
Director, Risk Management and Loss Prevention	29 E	50,724 4,227	63 408 5 284	76 092 6 341

RESOLUTION NO 3152, AS AMENDED
 SCHEDULE OF AUTHORIZED SALARIED POSITIONS
 SALARY RANGES EFFECTIVE JANUARY 1, 1994

EXHIBIT A

POSITION TITLE	GRADE/ FLSA	BASE SALARY RANGE		
		MINIMUM	MIDPOINT	MAXIMUM
Manager Airport Engineering	29 E	50,724 4,227	63,408 5,284	76,092 6,341
Manager, Airport Facilities	29 E	50,724 4,227	63,408 5,284	76,092 6,341
Manager, Civil Design	29 E	50,724 4,227	63,408 5,284	76,092 6,341
Manager Marine Engineering	29 E	50,724 4,227	63,408 5,284	76,092 6,341
Manager Marine Real Estate	29 E	50,724 4,227	63,408 5,284	76,092 6,341
Senior Port Counsel	29 E	50,724 4,227	63,408 5,284	76,092 6,341
Assistant Director Customer Accounting and Purchasing	28 E	47,844 3,987	59,808 4,984	71,772 5,981
Assistant Director General Accounting	28 E	47,844 3,987	59,808 4,984	71,772 5,981
Assistant Fire Chief	28 E	47,844 3,987	59,808 4,984	71,772 5,981
Manager, Airfield	28 E	47,844 3,987	59,808 4,984	71,772 5,981
Manager, Aviation Planning	28 E	47,844 3,987	59,808 4,984	71,772 5,981
Manager Budget and Finance	28 E	47,844 3,987	59,808 4,984	71,772 5,981
Manager, Construction Services	28 E	47,844 3,987	59,808 4,984	71,772 5,981
Manager, Facility Planning	28 E	47,844 3,987	59,808 4,984	71,772 5,981
Manager Finance and Capital Planning	28 E	47,844 3,987	59,808 4,984	71,772 5,981
Manager, Marine Operations	28 E	47,844 3,987	59,808 4,984	71,772 5,981
Manager Marine Sales	28 E	47,844 3,987	59,808 4,984	71,772 5,981
Manager, Marketing and Business Development	28 E	47,844 3,987	59,808 4,984	71,772 5,981
Manager Noise Remedy	28 E	47,844 3,987	59,808 4,984	71,772 5,981
Manager, Technical Services	28 E	47,844 3,987	59,808 4,984	71,772 5,981
Senior Development Project Manager	28 E	47,844 3,987	59,808 4,984	71,772 5,981
Systems Manager	28 E	47,844 3,987	59,808 4,984	71,772 5,981

RESOLUTION NO 3152, AS AMENDED
 SCHEDULE OF AUTHORIZED SALARIED POSITIONS
 SALARY RANGES EFFECTIVE JANUARY 1 1994

EXHIBIT A

POSITION TITLE	GRADE/ FLSA	BASE SALARY RANGE		
		MINIMUM	MIDPOINT	MAXIMUM
Assistant Director, Port Communications	27 E	45,096 3 758	56 376 4 698	67 656 5 638
Manager Air Cargo Development	27 E	45,096 3,758	56 376 4 698	67,656 5,638
Manager Aviation Finance	27 E	45 096 3 758	56 376 4 698	67 656 5 638
Manager Health and Safety	27 E	45 096 3,758	56 376 4 698	67,656 5 638
Manager, ID Access	27 E	45 096 3,758	56,376 4,698	67 656 5 638
Manager Intermodal Services	27 E	45 096 3 758	56 376 4 698	67 656 5 638
Manager International Passenger Development	27 E	45 096 3 758	56,376 4 698	67 656 5 638
Manager, Logistics Administration and Finance	27 E	45,096 3 758	56 376 4 698	67 656 5 638
Manager Marine Maintenance	27 E	45 096 3 758	56,376 4 698	67,656 5 638
Manager Terminal Operations	27 E	45 096 3 758	56,376 4 698	67 656 5,638
Manager, Warehouse Facilities	27 E	45,096 3 758	56 376 4,698	67 656 5,638
Planning Program Manager	27 E	45 096 3 758	56,376 4 698	67,656 5,638
Port Counsel	27 E	45,096 3,758	56,376 4 698	67 656 5 638
Senior Program Manager, Engineering	27 E	45,096 3,758	56,376 4,698	67,656 5,638
Technical Services Supervisor	27 E	45,096 3 758	56 376 4,698	67,656 5 638
Building and Grounds Supervisor	26 E	42 480 3,540	53 100 4,425	63,720 5 310
Business Development Specialist	26 E	42 480 3,540	53 100 4,425	63 720 5,310
Conveyor Systems Supervisor	26 E	42,480 3 540	53 100 4,425	63,720 5 310
Development Project Manager	26 E	42 480 3,540	53 100 4,425	63 720 5 310
Electrical Systems Supervisor	26 E	42 480 3,540	53,100 4 425	63 720 5 310
Environmental Management Specialist II	26 E	42,480 3 540	53 100 4,425	63,720 5 310
Fire Marshall	26 E	42 480 3,540	53 100 4 425	63 720 5 310

RESOLUTION NO 3152, AS AMENDED
 SCHEDULE OF AUTHORIZED SALARIED POSITIONS
 SALARY RANGES EFFECTIVE JANUARY 1 1994

EXHIBIT A

POSITION TITLE	GRADE/ FLSA	BASE SALARY RANGE		
		MINIMUM	MIDPOINT	MAXIMUM
Human Resource Program Coordinator	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Maintenance Resident Engineer	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Manager Central Control	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Manager, Chill Facility Operations	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Manager, Contracts Administration	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Manager Landside Operations	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Manager, Marine Terminal Operations	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Manager Marketing Research	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Manager, Public Parking	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Manager, Purchasing	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Manager, Training and Development	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Mechanical Systems Supervisor	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Program Manager Engineering	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Resident Engineer	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Senior Acquisition Specialist	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Senior Airport Supervisor	26 F	42,480 3,540	53,100 4,425	63,720 5,310
Senior Engineer	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Senior Engineer Cargo Systems	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Senior International Marketing and Sales Representative	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Senior Planner	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Senior Technical Specialist-Civil	26 E	42,480 3,540	53,100 4,425	63,720 5,310
Senior Technical Specialist-Electrical	26 E	42,480 3,540	53,100 4,425	63,720 5,310

RESOLUTION NO 3152 AS AMENDED
 SCHEDULE OF AUTHORIZED SALARIED POSITIONS
 SALARY RANGES EFFECTIVE JANUARY 1 1994

EXHIBIT_A

POSITION TITLE	GRADE/ FLSA	BASE SALARY RANGE		
		MINIMUM	MIDPOINT	MAXIMUM
Senior Technical Specialist-Electronic Software	26 E	42 480 3 540	53,100 4,425	63,720 5,310
Senior Technical Specialist-Mechanical	26 E	42,480 3 540	53 100 4 425	63,720 5,310
Technical Support Supervisor	26 E	42 480 3 540	53 100 4,425	63 720 5 310
Assistant to the Director, Marine Services	25 E	39 996 3 333	49 992 4,166	59,988 4,999
Communications Advisor	25 E	39,996 3 333	49 992 4 166	59 988 4,999
Community Relations Manager	25 E	39 996 3 333	49 992 4 166	59 988 4 999
Facility Manager	25 E	39,996 3,333	49 992 4 166	59 988 4 999
Government Relations Manager	25 E	39,996 3,333	49 992 4,166	59,988 4 999
International Business Analyst	25 E	39,996 3,333	49 992 4 166	59 988 4 999
Manager, Commercial Fishing Operations	25 E	39 996 3 333	49 992 4,166	59,988 4 999
Manager Container Freight Station	25 E	39,996 3,333	49,992 4,166	59 988 4 999
Manager Drafting	25 E	39 996 3,333	49,992 4,166	59,988 4 999
Manager, General Accounting	25 E	39,996 3,333	49 992 4,166	59,988 4 999
Manager, Marketing Customer Service	25 E	39,996 3 333	49,992 4,166	59,988 4 999
Manager Recreational Boating Operations	25 E	39 996 3 333	49 992 4 166	59,988 4 999
Marine Communications Manager	25 E	39,996 3 333	49,992 4,166	59 988 4 999
Senior Financial Analyst	25 E	39 996 3 333	49 992 4,166	59,988 4,999
Senior Marketing and Sales Representative	25 E	39,996 3 333	49,992 4,166	59,988 4 999
Senior Property Manager	25 E	39,996 3,333	49,992 4 166	59 988 4 999
Senior Representative Business and Economic Development	25 E	39 996 3,333	49 992 4,166	59 988 4,999
Senior Sales Account Representative	25 E	39,996 3 333	49,992 4 166	59 988 4,999
Systems Project Leader	25 E	39 996 3 333	49 992 4 166	59,988 4,999

RESOLUTION NO 3152 AS AMENDED
 SCHEDULE OF AUTHORIZED SALARIED POSITIONS
 SALARY RANGES EFFECTIVE JANUARY 1 1994

EXHIBIT A

POSITION TITLE	GRADE/ FLSA	BASE SALARY RANGE		
		MINIMUM	MIDPOINT	MAXIMUM
Airport Supervisor	24 E	37,620 3,135	47,028 3,919	56,436 4,703
Associate Engineer	24 E	37,620 3,135	47,028 3,919	56,436 4,703
Biologist	24 E	37,620 3,135	47,028 3,919	56,436 4,703
Electronic Systems Specialist	24 E	37,620 3,135	47,028 3,919	56,436 4,703
Maintenance Support Supervisor	24 E	37,620 3,135	47,028 3,919	56,436 4,703
Management Analyst	24 E	37,620 3,135	47,028 3,919	56,436 4,703
Manager, Disbursements	24 E	37,620 3,135	47,028 3,919	56,436 4,703
Manager, Receipting	24 E	37,620 3,135	47,028 3,919	56,436 4,703
Manager, Revenue Accounting	24 E	37,620 3,135	47,028 3,919	56,436 4,703
Manager, Surveying	24 E	37,620 3,135	47,028 3,919	56,436 4,703
Media Relations Specialist	24 E	37,620 3,135	47,028 3,919	56,436 4,703
Noise Abatement Officer	24 E	37,620 3,135	47,028 3,919	56,436 4,703
Senior Systems Analyst	24 E	37,620 3,135	47,028 3,919	56,436 4,703
Senior Voice Communications Analyst	24 E	37,620 3,135	47,028 3,919	56,436 4,703
Technical Specialist-Mechanical	24 E	37,620 3,135	47,028 3,919	56,436 4,703
Assistant Manager, Landside Operations	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Chill Operations Supervisor	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Claims Manager	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Customer Service Supervisor	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Environmental Management Specialist I	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Facility Supervisor	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Financial Analyst	23 E	35,352 2,946	44,196 3,683	53,040 4,420

RESOLUTION NO 3152 AS AMENDED
 SCHEDULE OF AUTHORIZED SALARIED POSITIONS
 SALARY RANGES EFFECTIVE JANUARY 1 1994

EXHIBIT A

POSITION TITLE	GRADE/ FLSA	BASE SALARY RANGE		
		MINIMUM	MIDPOINT	MAXIMUM
Labor Relations Administrator	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Lead Microcomputer Specialist	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Maintenance Contracts Supervisor	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Maintenance Control Supervisor	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Maintenance Shift Supervisor	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Manager Homeowner Relations	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Manager Publications	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Planner	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Print Shop Supervisor	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Property Manager	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Retirement and Deferred Compensation Advisor	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Senior Accountant	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Senior Contracts Administrator	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Systems Analyst	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Technical Support Analyst	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Warehouse Supervisor	23 E	35,352 2,946	44,196 3,683	53,040 4,420
Assistant Engineer	22 E	33,204 2,767	41,508 3,459	49,812 4,151
Benefits Analyst	22 E	33,204 2,767	41,508 3,459	49,812 4,151
Chill Facility Supervisor	22 E	33,204 2,767	41,508 3,459	49,812 4,151
Compensation Analyst	22 E	33,204 2,767	41,508 3,459	49,812 4,151
Container Freight Station Supervisor	22 E	33,204 2,767	41,508 3,459	49,812 4,151
Industrial Hygienist	22 E	33,204 2,767	41,508 3,459	49,812 4,151

RESOLUTION NO 3152 AS AMENDED
 SCHEDULE OF AUTHORIZED SALARIED POSITIONS
 SALARY RANGES EFFECTIVE JANUARY 1 1994

EXHIBIT A

POSITION TITLE	GRADE/ FLSA	BASE SALARY RANGE		
		MINIMUM	MIDPOINT	MAXIMUM
Maintenance Management Systems Analyst	22 E	33 204 2 767	41 508 3,459	49 812 4,151
Maintenance Service Supervisor	22 E	33 204 2,767	41,508 3,459	49,812 4,151
Manager Workers Compensation	22 E	33 204 2 767	41 508 3 459	49,812 4,151
Market Research Analyst	22 E	33 204 2,767	41,508 3 459	49 812 4 151
Microcomputer Specialist	22 E	33 204 2 767	41 508 3,459	49,812 4,151
Noise Insulation Supervisor	22 E	33,204 2,767	41 508 3 459	49 812 4 151
Operations Supervisor	22 E	33 204 2 767	41 508 3 459	49 812 4 151
Senior Human Resources Representative	22 E	33,204 2,767	41,508 3,459	49,812 4,151
Senior Programmer Analyst	22 E	33 204 2,767	41,508 3 459	49 812 4 151
Systems and Procedures Analyst	22 E	33,204 2,767	41 508 3 459	49,812 4,151
WMBE Program Supervisor	22 E	33,204 2,767	41,508 3,459	49,812 4 151
Assistant to the Executive Director	21 E	31,152 2 596	38,940 3,245	46 728 3,894
Aviation Services Supervisor	21 E	31,152 2,596	38,940 3 245	46,728 3 894
Claims Representative	21 E	31,152 2,596	38 940 3,245	46,728 3,894
Engineering Services Supervisor	21 E	31,152 2,596	38,940 3,245	46,728 3 894
Executive Administrator	21 E	31 152 2,596	38,940 3 245	46 728 3,894
Facilities and Maintenance Supervisor	21 E	31 152 2,596	38 940 3,245	46 728 3,894
Facilities Coordinator	21 E	31 152 2 596	38 940 3,245	46,728 3 894
Graphic Arts Manager	21 E	31 152 2 596	38,940 3 245	46 728 3 894
Health and Safety Specialist	21 E	31 152 2 596	38 940 3,245	46,728 3 894
Internal Communications Specialist	21 E	31,152 2,596	38,940 3,245	46 728 3 894
Maintenance Contracts Administrator	21 E	31 152 2 596	38,940 3 245	46,728 3,894

RESOLUTION NO 3152, AS AMENDED
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 SALARY RANGES EFFECTIVE JANUARY 1 1994

EXHIBIT A

POSITION TITLE	GRADE/ FLSA	BASE SALARY RANGE		
		MINIMUM	MIDPOINT	MAXIMUM
Material Requirements Supervisor	21 E	31,152 2,596	38,940 3,245	46,728 3,894
Operations Shift Supervisor	21 NE	31,152 2,596	38,940 3,245	46,728 3,894
Police Services Supervisor	21 E	31,152 2,596	38,940 3,245	46,728 3,894
Programmer Analyst III	21 E	31,152 2,596	38,940 3,245	46,728 3,894
Project Analyst	21 E	31,152 2,596	38,940 3,245	46,728 3,894
Public Information Project Manager	21 E	31,152 2,596	38,940 3,245	46,728 3,894
Records System Supervisor	21 E	31,152 2,596	38,940 3,245	46,728 3,894
Senior Buyer	21 E	31,152 2,596	38,940 3,245	46,728 3,894
Senior Marketing Specialist	21 E	31,152 2,596	38,940 3,245	46,728 3,894
Senior Office System Analyst	21 E	31,152 2,596	38,940 3,245	46,728 3,894
Tax Accountant	21 E	31,152 2,596	38,940 3,245	46,728 3,894
Traffic Services Supervisor	21 E	31,152 2,596	38,940 3,245	46,728 3,894
Voice Communications Technician	21 E	31,152 2,596	38,940 3,245	46,728 3,894
Word Processing Supervisor	21 E	31,152 2,596	38,940 3,245	46,728 3,894
Administrative Supervisor	20 E	29,784 2,482	37,224 3,102	44,664 3,722
Assistant to the General Manager, Maintenance	20 E	29,784 2,482	37,224 3,102	44,664 3,722
Associate Financial Analyst	20 E	29,784 2,482	37,224 3,102	44,664 3,722
Associate Planner	20 E	29,784 2,482	37,224 3,102	44,664 3,722
Associate Property Manager	20 E	29,784 2,482	37,224 3,102	44,664 3,722
Cargo Information Supervisor	20 E	29,784 2,482	37,224 3,102	44,664 3,722
Commission Records Supervisor	20 E	29,784 2,482	37,224 3,102	44,664 3,722
Contracts Administrator	20 E	29,784 2,482	37,224 3,102	44,664 3,722

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EXHIBIT A

POSITION TITLE	GRADE/ FLSA	BASE SALARY RANGE		
		MINIMUM	MIDPOINT	MAXIMUM
Designer	20 E	29,784 2,482	37,224 3,102	44,664 3,722
Fishermen's Industrial Center Supervisor	20 E	29,784 2,482	37,224 3,102	44,664 3,722
Junior Engineer	20 E	29,784 2,482	37,224 3,102	44,664 3,722
Marina Maintenance Supervisor	20 E	29,784 2,482	37,224 3,102	44,664 3,722
Parking and Ground Transportation Supervisor	20 E	29,784 2,482	37,224 3,102	44,664 3,722
Senior Construction Inspector	20 NE	29,784 2,482	37,224 3,102	44,664 3,722
Staff Accountant	20 E	29,784 2,482	37,224 3,102	44,664 3,722
Survey Party Chief	20 NE	29,784 2,482	37,224 3,102	44,664 3,722
Technical Support Specialist III	20 NE	29,784 2,482	37,224 3,102	44,664 3,722
Access Control Supervisor	19 E	28,488 2,374	35,616 2,968	42,744 3,562
Assistant Industrial Hygienist	19 E	28,488 2,374	35,616 2,968	42,744 3,562
Assistant to the Deputy Executive Director	19 E	28,488 2,374	35,616 2,968	42,744 3,562
Billing Supervisor	19 E	28,488 2,374	35,616 2,968	42,744 3,562
Budget Program Administrator	19 E	28,488 2,374	35,616 2,968	42,744 3,562
Communications Specialist	19 F	28,488 2,374	35,616 2,968	42,744 3,562
Homeowner Relations Specialist	19 E	28,488 2,374	35,616 2,968	42,744 3,562
Human Resources Representative	19 E	28,488 2,374	35,616 2,968	42,744 3,562
Legal Administrator	19 E	28,488 2,374	35,616 2,968	42,744 3,562
Marketing Specialist	19 E	28,488 2,374	35,616 2,968	42,744 3,562
Operations Coordinator	19 E	28,488 2,374	35,616 2,968	42,744 3,562
Paralegal Specialist	19 E	28,488 2,374	35,616 2,968	42,744 3,562
Programmer Analyst II	19 E	28,488 2,374	35,616 2,968	42,744 3,562

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EXHIBIT A

POSITION TITLE	GRADE/ FLSA	BASE SALARY RANGE		
		MINIMUM	MIDPOINT	MAXIMUM
Risk Administrator	19 E	28,488 2,374	35,616 2,968	42,744 3,562
Sales Relocation Specialist	19 E	28,488 2,374	35,616 2,968	42,744 3,562
Senior Survey Technician	19 NE	28,488 2,374	35,616 2,968	42,744 3,562
Special Services Coordinator	19 E	28,488 2,374	35,616 2,968	42,744 3,562
Traffic Coordinator	19 E	28,488 2,374	35,616 2,968	42,744 3,562
Transportation Rate Analyst	19 E	28,488 2,374	35,616 2,968	42,744 3,562
Administrative Assistant	18 E	27,264 2,272	34,080 2,840	40,896 3,408
Buyer	18 E	27,264 2,272	34,080 2,840	40,896 3,408
Commission Office Supervisor	18 E	27,264 2,272	34,080 2,840	40,896 3,408
Contract Compliance Specialist	18 E	27,264 2,272	34,080 2,840	40,896 3,408
Credit Specialist	18 E	27,264 2,272	34,080 2,840	40,896 3,408
Dispatcher	18 NE	27,264 2,272	34,080 2,840	40,896 3,408
Insulation Contract Expeditor	18 E	27,264 2,272	34,080 2,840	40,896 3,408
Intermodal Traffic Specialist	18 E	27,264 2,272	34,080 2,840	40,896 3,408
Maintenance Planner	18 E	27,264 2,272	34,080 2,840	40,896 3,408
Maintenance Shift Coordinator	18 NE	27,264 2,272	34,080 2,840	40,896 3,408
Payroll Accountant	18 E	27,264 2,272	34,080 2,840	40,896 3,408
Records and Forms Office Analyst	18 E	27,264 2,272	34,080 2,840	40,896 3,408
Senior Drafter	18 NE	27,264 2,272	34,080 2,840	40,896 3,408
Senior Freight Agent	18 NE	27,264 2,272	34,080 2,840	40,896 3,408
Senior Operations Controller	18 NE	27,264 2,272	34,080 2,840	40,896 3,408
Voice Communications Analyst	18 E	27,264 2,272	34,080 2,840	40,896 3,408

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EXHIBIT A

POSITION TITLE	GRADE/ FLSA	BASE SALARY RANGE		
		MINIMUM	MIDPOINT	MAXIMUM
World Trade Center Coordinator	18 E	27 264 2 272	34,080 2 840	40 896 3 408
Accounting technician	17 NE	26,100 2 175	32,628 2,719	39,156 3,263
Construction Inspector	17 NE	26,100 2 175	32 628 2 719	39,156 3,263
Lead Waste Plant Operator	17 NE	26 100 2,175	32 628 2,719	39 156 3 263
Programmer Analyst I	17 NE	26,100 2,175	32,628 2,719	39,156 3,263
Senior Maintenance Contracts Specialist	17 NE	26 100 2 175	32,628 2,719	39 156 3 263
Technical Support Specialist II	17 NE	26,100 2,175	32 628 2 719	39 156 3 263
Commission Records Specialist	16 NE	25,008 2,084	31,260 2,605	37 512 3,126
Human Resources Coordinator	16 NE	25,008 2 084	31,260 2 605	37 512 3,126
Senior Customer Service Representative	16 NE	25 008 2,084	31,260 2,605	37 512 3 126
Senior Noise Insulation Technician	16 NE	25 008 2,084	31,260 2,605	37,512 3,126
Survey Instrument Technician	16 NE	25,008 2 084	31,260 2,605	37 512 3 126
Alarm Inspector	15 NE	23 940 1,995	29 928 2,494	35 916 2 993
Freight Agent	15 NE	23,940 1,995	29 928 2,494	35,916 2,993
Legal Assistant	15 NE	23 940 1,995	29,928 2 494	35,916 2 993
Market Research Assistant	15 NE	23,940 1,995	29,928 2,494	35 916 2,993
Noise Abatement Specialist	15 NE	23 940 1 995	29,928 2,494	35,916 2,993
Operations Controller	15 NE	23 940 1,995	29 928 2,494	35 916 2 993
Staff Assistant V	15 NE	23,940 1,995	29,928 2,494	35,916 2 993
Waste Plant Operator	15 NE	23 940 1,995	29,928 2 494	35 916 2,993
Assistant Construction Inspector	14 NE	22,932 1,911	28 668 2,389	34,404 2 867
Contract Document Specialist	14 NE	22,932 1 91	28,668 2 389	34,404 2,867

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EXHIBIT A

POSITION TITLE	GRADE/ FLSA	BASE SALARY RANGE		
		MINIMUM	MIDPOINT	MAXIMUM
Drafter III	14 NE	22,932 1,911	28,668 2,389	34,404 2,867
Lease Accounts Specialist	14 NE	22,932 1,911	28,668 2,389	34,404 2,867
Maintenance Contracts Specialist	14 NE	22,932 1,911	28,668 2,389	34,404 2,867
Noise Insulation Technician	14 NE	22,932 1,911	28,668 2,389	34,404 2,867
Payroll Specialist	14 NE	22,932 1,911	28,668 2,389	34,404 2,867
Senior Human Resources Assistant	14 NE	22,932 1,911	28,668 2,389	34,404 2,867
Senior Material Requirements Clerk	14 NE	22,932 1,911	28,668 2,389	34,404 2,867
Work-In-Progress Specialist	14 NE	22,932 1,911	28,668 2,389	34,404 2,867
Accounts Receivable Specialist	13 NE	21,984 1,832	27,480 2,290	32,976 2,748
Boat Harbor Specialist	13 NE	21,984 1,832	27,480 2,290	32,976 2,748
Customer Service Representative	13 NE	21,984 1,832	27,480 2,290	32,976 2,748
Graduate Intern	13 NE	21,984 1,832	27,480 2,290	32,976 2,748
Noise Remedy Assistant	13 NE	21,984 1,832	27,480 2,290	32,976 2,748
Offset Duplicator Operator	13 NE	21,984 1,832	27,480 2,290	32,976 2,748
Senior Word Processing Operator	13 NE	21,984 1,832	27,480 2,290	32,976 2,748
Staff Assistant IV	13 NE	21,984 1,832	27,480 2,290	32,976 2,748
Technical Support Specialist I	13 NE	21,984 1,832	27,480 2,290	32,976 2,748
Utilities Specialist	13 NE	21,984 1,832	27,480 2,290	32,976 2,748
Workers Compensation Specialist	13 NE	21,984 1,832	27,480 2,290	32,976 2,748
Drafter II	12 NE	21,072 1,756	26,340 2,195	31,608 2,634
Equal Employment Technician	12 NE	21,072 1,756	26,340 2,195	31,608 2,634
Ground Transportation Controller	12 NE	21,072 1,756	26,340 2,195	31,608 2,634

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EXHIBIT A

POSITION TITLE	GRADE/ FLSA	BASE SALARY RANGE		
		MINIMUM	MIDPOINT	MAXIMUM
Head Chainer	12 NE	21 072 1 756	26 340 2,195	31 608 2,634
Maintenance Clerk	12 NE	21,072 1 756	26 340 2 195	31,608 2,634
Material Requirements Clerk	12 NE	21 072 1 756	26 340 2 195	31,608 2,634
Moorage Attendant	12 NE	21 072 1 756	26 340 2 195	31,608 2,634
Boat Harbor Attendant	11 NE	20,196 1,683	25,248 2 104	30 300 2 525
Computer Operator	11 NE	20 196 1 683	25,248 2 104	30,300 2,525
Conference Center Coordinator	11 NE	20 196 1 683	25 248 2 104	30 300 2 525
Corporate Receptionist	11 NE	20,196 1 683	25 248 2 104	30 300 2 525
Disbursement Assistant	11 NE	20,196 1 683	25,248 2,104	30 300 2 525
Engineering Reproduction Technician	11 NE	20 196 1 683	25 248 2 104	30 300 2,525
Maintenance Information Specialist	11 NE	20 196 1,683	25 248 2,104	30,300 2,525
Maintenance Specialist	11 NE	20,196 1 683	25 248 2,104	30,300 2,525
Marina Attendant	11 NE	20 196 1 683	25,248 2,104	30,300 2,525
Print Shop Expediter	11 NE	20,196 1 683	25,248 2 104	30 300 2,525
Senior Data Processing Operator	11 NE	20,196 1,683	25,248 2 104	30 300 2 525
Staff Assistant III	11 NE	20,196 1 683	25 248 2,104	30,300 2,525
Executive Receptionist	10 NE	19 368 1 614	24,216 2,018	29 064 2 422
Rear Chainer	10 NE	19,368 1,614	24 216 2,018	29,064 2,422
Senior Buyer Assistant	10 NE	19,368 1,614	24,216 2 018	29,064 2 422
Senior Custodian	10 NE	19 368 1 614	24 216 2,018	29,064 2,422
Senior Voice Communication Operator	10 NE	19,368 1,614	24,216 2,018	29,064 2,422
Word Processing Operator	10 NE	19,368 1,614	24,216 2,018	29,064 2 422

RESOLUTION NO 3152, AS AMENDED
 SCHEDULE OF AUTHORIZED SALARIED POSITIONS
 SALARY RANGES EFFECTIVE JANUARY 1 1994

EXHIBIT A

POSITION TITLE	GRADE/ FLSA	BASE SALARY RANGE		
		MINIMUM	MIDPOINT	MAXIMUM
Buyer Assistant	9 NE	18,588 1,549	23,232 1,936	27,876 2,323
Custodian	9 NE	18,588 1,549	23,232 1,936	27,876 2,323
Drafter I	9 NE	18,588 1,549	23,232 1,936	27,876 2,323
Print Shop Processor	9 NE	18,588 1,549	23,232 1,936	27,876 2,323
Staff Assistant II	9 NE	18,588 1,549	23,232 1,936	27,876 2,323
Stockroom Clerk	9 NE	18,588 1,549	23,232 1,936	27,876 2,323
Customer Service Assistant	8 NE	17,832 1,486	22,296 1,858	26,760 2,230
Data Processing Operator	8 NE	17,832 1,486	22,296 1,858	26,760 2,230
Voice Communications Operator	8 NE	17,832 1,486	22,296 1,858	26,760 2,230
Messenger	6 NE	16,440 1,370	20,556 1,713	24,672 2,056
Shipping and Receiving Clerk	6 NE	16,440 1,370	20,556 1,713	24,672 2,056
Staff Assistant I	6 NE	16,440 1,370	20,556 1,713	24,672 2,056
Student Intern	3 NE	14,592 1,216	18,240 1,520	21,888 1,824

JAPAN OFFICE NONGRADED POSITIONS

Managing Director Asia
 Manager Asia
 Administrative Assistant, Asia

Salaries not to exceed
 40,000,000 yen per annum