

RESOLUTION NO. 2021-62

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CAMARILLO ADOPTING THE COMPENSATION, CLASSIFICATION AND BENEFITS PROGRAM; AND, APPROVING A STATEMENT OF UNDERSTANDING PERTAINING TO TERMS AND CONDITIONS OF EMPLOYMENT FOR CITY EMPLOYEES

The City Council of the City of Camarillo resolves as follows:

SECTION 1: The City Council of the City of Camarillo finds and declares as follows:

A. The City Council annually approves a compensation and classification plan and sets forth a program of benefits for City employees;

B. Subsequent to proper Meet and Discuss procedures, discussions have been held regarding salaries, benefits, and personnel rules.

SECTION 2: The Statement of Understanding (S.O.U.) pertaining to the terms and conditions of employment for City employees attached as Exhibit A is hereby approved.

SECTION 3: The Compensation and Classification Schedule is attached as Exhibit B and will be effective July 1, 2021; the hourly rates for non-classified positions will be adjusted effective as of January 1, 2022, in compliance with the State's increased minimum wage requirements.

SECTION 4: The various benefit programs are set forth in Exhibit C.

SECTION 5: The compensation, classification and benefits programs and S.O.U. set forth herein supersedes any programs or S.O.U. previously established for City employees and any portion of any previous resolutions in conflict are hereby repealed.

PASSED AND ADOPTED June 23, 2021.



Mayor

Attested to on 6/23/21



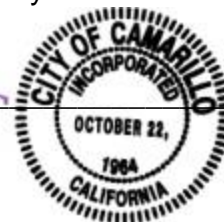
City Clerk

I, Jeffrie Madland, City Clerk of the City of Camarillo, certify Resolution No. 2021-62 was adopted by the City Council of the City of Camarillo at a regular meeting held June 23, 2021, by the following vote:

AYES: Councilmembers: Kildee, Mulchay, Santangelo, Trembley, Mayor Craven
NOES: Councilmembers: None
ABSENT: Councilmembers: None



City Clerk



**STATEMENT OF UNDERSTANDING
OF THE CITY OF CAMARILLO
PERTAINING TO TERMS AND CONDITIONS
OF EMPLOYMENT FOR CITY EMPLOYEES**

The City of Camarillo has met with the employees of the City relative to the Personnel Rules and the restatement of the City's Compensation Plan within the context of said rules. Subsequent to the completion of said Meet and Discuss process, it is now appropriate to approve this STATEMENT OF UNDERSTANDING (S.O.U.) setting forth provisions pertaining to wages, hours and other terms and conditions of employment.

1. **TERMS.** This S.O.U. shall apply to Fiscal Year 2021/2022 commencing on July 1, 2021 and shall remain in effect until otherwise amended or repealed.
2. **PURPOSE.** The purpose of this S.O.U. is to set forth wages, benefits and other terms and conditions of employment.
3. **APPLICABILITY.** This S.O.U. shall apply to all persons who are currently or hereafter employed by the City as defined in the Personnel Rules.
4. **SCOPE.** The general conditions of employment pertaining to both the rights and obligations of both the employees and the City, shall include, in addition to language set forth herein, the Personnel Rules of the City, dated March 26, 2014, and as amended, which are incorporated herein by reference.

The City reserves the right to amend such rules at any time. However, any amendment to the Personnel Rules, which are subject to Meet and Discuss between the City and employees of the City, shall not become effective until the conclusion of such process either by agreement having been reached or by unilateral adoption by the City as authorized by law.

5. **MANAGEMENT RIGHTS.** The City has the authority to manage and direct, on behalf of the public, all operations and activities of the City to the full extent authorized by law, including full authority to:
 - a. determine and modify the organization of City government and its constituent work units;
 - b. determine the nature, standards, levels and mode of delivery of services to be offered to the public;
 - c. determine methods, means and the numbers and kinds of personnel by which services are to be provided;
 - d. determine whether goods or services shall be made, purchased, or contracted for;
 - e. direct employees, including scheduling and assigning work and overtime;

- f. establish employee performance standards and require compliance therewith;
 - g. discharge, suspend, demote, reduce in pay, reprimand, withhold salary increases and benefits, or otherwise discipline employees subject to the requirements of applicable law;
 - h. relieve employees from duty because of lack of work, lack of funds or for other legitimate reasons;
 - i. implement rules, regulations and directives consistent with law and the specific provisions of this S.O.U.; and
 - j. take all necessary actions to protect the public and carry out its mission in emergencies.
6. **SALARIES.** The titles and salary bands for all classes of employment for the term of this S.O.U. shall be as set forth in Exhibit "B."
7. **BENEFITS.** Employee benefits are addressed in the Personnel Rules. A summary of the various benefit plans offered by the City is set forth in Exhibit "C."
8. **SAVINGS CLAUSE.** Should any provision of this understanding or any application thereof, be unlawful by virtue of and Federal, State or local laws and regulations, such provisions of this understanding shall be effective and implemented only to the extent permitted by such laws and regulations. But in all other respects, the provisions of this understanding shall continue in full force and effect for the life thereof.

6/23/21
Date



Mayor

CITY OF CAMARILLO
Salary Bands Per Job Class
Effective July 1, 2021

EXHIBIT B

Job Code	Occupational Job Families and Job Classes	Salary Band	Hourly Salary		Monthly Salary		Annual Salary	
			MIN	MAX	MIN	MAX	MIN	MAX
			<p><u>City Manager</u></p> <p>101 City Manager E 129.1164 129.1164 22,380 22,380 268,562 268,562</p> <p>102 Assistant City Manager E k 268 89.0610 120.1300 15,437 20,823 185,247 249,870</p> <p>107 Assistant to the City Manager M a 210 50.0090 67.4546 8,668 11,692 104,019 140,306</p> <p>108 Community Relations Officer M a 196 43.5060 58.6830 7,541 10,172 90,492 122,061</p> <p>109 Economic Development Manager M a 219 54.6941 73.7742 9,480 12,788 113,764 153,450</p> <p>323 Human Resources Manager M k 223 56.9149 76.7697 9,865 13,307 118,383 159,681</p> <p>321 Human Resources Analyst M a 186 39.3854 53.1250 6,827 9,208 81,922 110,500</p> <p>322 Human Resources Specialist G a 168 32.9269 44.4134 5,707 7,698 68,488 92,380</p> <p><u>Administrative/Program Support</u></p> <p>106 Senior Management Analyst M a 196 43.5060 58.6830 7,541 10,172 90,492 122,061</p> <p>104* Management Analyst M A 186 39.3854 53.1250 6,827 9,208 81,922 110,500</p> <p>105* Management Assistant M B 170 33.5887 45.3061 5,822 7,853 69,864 94,237</p> <p>206 Executive Assistant G b 174 34.9525 47.1458 6,058 8,172 72,701 98,063</p> <p>205 Senior Administrative Specialist G b 154 28.6452 38.6380 4,965 6,697 59,582 80,367</p> <p>203 Administrative Specialist II G b 143 25.6753 34.6322 4,450 6,003 53,405 72,035</p> <p>204 Administrative Specialist I G b 130 22.5599 30.4300 3,910 5,275 46,925 63,294</p> <p>201 Staff Assistant II G b 119 20.2210 27.2751 3,505 4,728 42,060 56,732</p> <p>202 Staff Assistant I G b 106 17.7675 23.9656 3,080 4,154 36,956 49,848</p> <p><u>Administrative Services</u></p> <p>302 Director, Administrative Services E k 254 77.4798 104.5087 13,430 18,115 161,158 217,378</p> <p>305 Assistant Director, Administrative Services M k 231 61.6307 83.1305 10,683 14,409 128,192 172,911</p> <p>310 Information Systems Manager M e 218 54.1526 73.0437 9,386 12,661 112,637 151,931</p> <p>313 Information Systems Analyst M e 208 49.0236 66.1255 8,497 11,462 101,969 137,541</p> <p>311* Information Systems Administrator G E 190 40.9846 55.2821 7,104 9,582 85,248 114,987</p> <p>315 Geographic Information Systems Specialist G e 190 40.9846 55.2821 7,104 9,582 85,248 114,987</p> <p>312 Information Systems Technician G e 168 32.9269 44.4134 5,707 7,698 68,488 92,380</p> <p>329 Fleet and Facilities Manager M f 192 41.8084 56.3933 7,247 9,775 86,961 117,298</p> <p>328 Senior Facilities Maintenance Assistant G t 153 28.3615 38.2555 4,916 6,631 58,992 79,571</p>					

CITY OF CAMARILLO
Salary Bands Per Job Class
Effective July 1, 2021

EXHIBIT B

Job Code	Occupational Job Families and Job Classes			Salary Band	Hourly Salary		Monthly Salary		Annual Salary	
					MIN	MAX	MIN	MAX	MIN	MAX
					330	Facilities Maintenance Assistant	G t	141	25.1694	33.9498
332	Senior Equipment Mechanic	G f	169	33.2561	44.8575	5,764	7,775	69,173	93,304	
333*	Equipment Mechanic	G F	157	29.5131	39.8088	5,116	6,900	61,387	82,802	
<u>City Clerk</u>										
401	City Clerk	E k	235	64.1331	86.5060	11,116	14,994	133,397	179,932	
402	Deputy City Clerk	M b	172	34.2638	46.2168	5,939	8,011	71,269	96,131	
<u>Finance</u>										
601	Director, Finance	E k	254	77.4798	104.5087	13,430	18,115	161,158	217,378	
602	Assistant Director, Finance	M k	231	61.6307	83.1305	10,683	14,409	128,192	172,911	
609	Finance/Accounting Manager	M g	205	47.5818	64.1808	8,248	11,125	98,970	133,496	
603	Senior Accountant	M g	191	41.3945	55.8349	7,175	9,678	86,101	116,137	
604*	Accountant	M G	177	36.0116	48.5743	6,242	8,420	74,904	101,035	
605	Budget Analyst	M g	187	39.7793	53.6563	6,895	9,300	82,741	111,605	
613	Finance Assistant	M g	166	32.2781	43.5383	5,595	7,547	67,138	90,560	
611*	Accounting Specialist II	G H	136	23.9478	32.3021	4,151	5,599	49,811	67,188	
612	Accounting Specialist I	G h	125	21.4650	28.9531	3,721	5,019	44,647	60,222	
620	Customer Service Supervisor	M g	182	37.8486	51.0521	6,560	8,849	78,725	106,188	
623	Senior Customer Service Specialist	G j	150	27.5274	37.1304	4,771	6,436	57,257	77,231	
621*	Customer Service Specialist II	G J	136	23.9478	32.3021	4,151	5,599	49,811	67,188	
622	Customer Service Specialist I	G j	125	21.4650	28.9531	3,721	5,019	44,647	60,222	
<u>Community Development</u>										
701*	Director, Community Development	E K	254	77.4798	104.5087	13,430	18,115	161,158	217,378	
702	Assistant Director, Community Development	M k	231	61.6307	83.1305	10,683	14,409	128,192	172,911	
708	Principal Planner	M l	202	46.1825	62.2932	8,005	10,797	96,060	129,570	
703	Senior Planner	M l	192	41.8084	56.3933	7,247	9,775	86,961	117,298	
704*	Associate Planner	G L	182	37.8486	51.0521	6,560	8,849	78,725	106,188	
705	Assistant Planner	G l	166	32.2781	43.5383	5,595	7,547	67,138	90,560	
709	Planning Technician	G l	150	27.5274	37.1304	4,771	6,436	57,257	77,231	
711	Senior Code Compliance Officer	G m	174	34.9525	47.1458	6,058	8,172	72,701	98,063	
707*	Code Compliance Officer	G M	162	31.0186	41.8394	5,377	7,252	64,519	87,026	

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Job Code	Occupational Job Families and Job Classes			Salary Band	Hourly Salary		Monthly Salary		Annual Salary	
					MIN	MAX	MIN	MAX	MIN	MAX
					<u>Public Works - Engineering</u>					
801	Director, Public Works	E k	261	83.0688	112.0474	14,399	19,422	172,783	233,059	
529	Assistant Director Public Works/City Engineer	M k	245	70.8429	95.5564	12,279	16,563	147,353	198,757	
526	Deputy Director Public Works/Capital Projects	M x	231	61.6307	83.1305	10,683	14,409	128,192	172,911	
528	Deputy Director Public Works/Environmental	M x	231	61.6307	83.1305	10,683	14,409	128,192	172,911	
527	Public Works Administrator	M a	219	54.6941	73.7742	9,480	12,788	113,764	153,450	
512	Principal Civil Engineer	M n	221	55.7934	75.2570	9,671	13,045	116,050	156,535	
511*	Senior Civil Engineer	M N	211	50.5091	68.1292	8,755	11,809	105,059	141,709	
531	Traffic Engineer	M x	215	52.5600	70.8955	9,110	12,289	109,325	147,463	
533	Supervising Traffic Signal Technician	G r	176	35.6551	48.0934	6,180	8,336	74,163	100,034	
532	Traffic Signal Technician	G r	164	31.6421	42.6804	5,485	7,398	65,816	88,775	
544	Associate Civil Engineer	M n	200	45.2725	61.0658	7,847	10,585	94,167	127,017	
542	Associate Engineer	M n	193	42.2265	56.9572	7,319	9,873	87,831	118,471	
543	Assistant Engineer II	G n	182	37.8486	51.0521	6,560	8,849	78,725	106,188	
545	Assistant Engineer I	G n	174	34.9525	47.1458	6,058	8,172	72,701	98,063	
539	Engineering Technician III	G r	169	33.2561	44.8575	5,764	7,775	69,173	93,304	
540*	Engineering Technician II	G R	159	30.1064	40.6090	5,218	7,039	62,621	84,467	
541	Engineering Technician I	G r	143	25.6753	34.6322	4,450	6,003	53,405	72,035	
560	Water Resources Analyst	M a	196	43.5060	58.6830	7,541	10,172	90,492	122,061	
<u>Public Works - Streets</u>										
820	Public Works Maintenance Superintendent	M t	207	48.5382	65.4708	8,413	11,348	100,959	136,179	
819	Assistant Superintendent, PW Maintenance	M t	184	38.6094	52.0782	6,692	9,027	80,308	108,323	
818	Public Works Maintenance Supervisor	G t	172	34.2638	46.2168	5,939	8,011	71,269	96,131	
814	Landscape Inspector	G t	167	32.6009	43.9737	5,651	7,622	67,810	91,465	
810	Lead Public Works Maintenance Worker	G t	153	28.3615	38.2555	4,916	6,631	58,992	79,571	
811	Public Works Maintenance Worker III	G t	141	25.1694	33.9498	4,363	5,885	52,352	70,616	
812*	Public Works Maintenance Worker II	G T	131	22.7855	30.7343	3,949	5,327	47,394	63,927	
813	Public Works Maintenance Worker I	G t	120	20.4232	27.5478	3,540	4,775	42,480	57,299	

CITY OF CAMARILLO
Salary Bands Per Job Class
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Job Code	Occupational Job Families and Job Classes	Salary Band	Hourly Salary		Monthly Salary		Annual Salary		
			MIN	MAX	MIN	MAX	MIN	MAX	
			<u>Public Works - Water Reclamation</u>						
830*	Water Reclamation Superintendent	M U	222	56.3514	76.0096	9,768	13,175	117,211	158,100
831	Assistant Superintendent, Water Reclamation	M u	199	44.8242	60.4612	7,770	10,480	93,234	125,759
837	Chemist	G v	194	42.6487	57.5267	7,392	9,971	88,709	119,656
844	Source Control Inspector	G v	172	34.2638	46.2168	5,939	8,011	71,269	96,131
840	Lead Water Reclamation Plant Operator	G v	184	38.6094	52.0782	6,692	9,027	80,308	108,323
841	Water Reclamation Plant Operator III	G v	172	34.2638	46.2168	5,939	8,011	71,269	96,131
842*	Water Reclamation Plant Operator II	G V	162	31.0186	41.8394	5,377	7,252	64,519	87,026
843	Water Reclamation Plant Operator I	G v	151	27.8027	37.5017	4,819	6,500	57,830	78,004
832	Water Reclamation Plant Maintenance Leadworker	G w	178	36.3718	49.0601	6,304	8,504	75,653	102,045
833*	Water Reclamation Plant Mechanic II	G W	156	29.2209	39.4147	5,065	6,832	60,779	81,983
834	Water Reclamation Plant Mechanic I	G w	145	26.1914	35.3283	4,540	6,124	54,478	73,483
838	Lead Collection Systems Mechanic	G w	168	32.9269	44.4134	5,707	7,698	68,488	92,380
835	Collection Systems Mechanic II	G w	156	29.2209	39.4147	5,065	6,832	60,779	81,983
836	Collection Systems Mechanic I	G w	140	24.9202	33.6136	4,320	5,826	51,834	69,916
<u>Public Works - Water</u>									
850*	Water Superintendent	M X	221	55.7934	75.2570	9,671	13,045	116,050	156,535
851	Assistant Superintendent, Water	M x	198	44.3804	59.8625	7,693	10,376	92,311	124,514
852	Utilities Technician	G y	167	32.6009	43.9737	5,651	7,622	67,810	91,465
854	Lead Water Services Technician	G y	155	28.9316	39.0244	5,015	6,764	60,178	81,171
864	Water Services Technician II	G y	134	23.4760	31.6656	4,069	5,489	48,830	65,864
855	Water Services Technician I	G y	123	21.0421	28.3826	3,647	4,920	43,768	59,036
859	Lead Water Distribution Operator	G y	167	32.6009	43.9737	5,651	7,622	67,810	91,465
856	Water Distribution Operator III	G y	155	28.9316	39.0244	5,015	6,764	60,178	81,171
857*	Water Distribution Operator II	G Y	145	26.1914	35.3283	4,540	6,124	54,478	73,483
858	Water Distribution Operator I	G y	134	23.4760	31.6656	4,069	5,489	48,830	65,864
860	Lead Water Production Operator	G y	167	32.6009	43.9737	5,651	7,622	67,810	91,465
861	Water Production Operator III	G y	155	28.9316	39.0244	5,015	6,764	60,178	81,171
862	Water Production Operator II	G y	145	26.1914	35.3283	4,540	6,124	54,478	73,483
863	Water Production Operator I	G y	134	23.4760	31.6656	4,069	5,489	48,830	65,864

CITY OF CAMARILLO
Salary Bands Per Job Class
Effective July 1, 2021

EXHIBIT B

NON-CLASSIFIED / HOURLY RATED POSITIONS

Position Title	Hourly Rates Effective 07/01/2021	Hourly Rates Effective 01/01/2022
Crossing Guard	14.15	15.00
TV Camera Operator	18.85	19.50
Student Assistant I – High School Students	14.00	15.00
Student Assistant II – College Students	14.95	16.50
Intern	17.15	17.75

SUMMARY OF 2021/2022 BENEFIT PROGRAMS

I. MEDICAL INSURANCE

The City contracts with the California Public Employees' Retirement System (CalPERS) for participation under the Public Employees' Medical and Hospital Care Act (PEHMCA) for the purpose of providing medical insurance benefits for eligible employees, City Councilmembers and qualifying annuitants. The City contributes towards the cost of eligible employees', City Councilmembers', and annuitants' health premiums under the equal contribution method as defined in Government Code Section 22892 (b)(1). The maximum monthly medical benefit provided to eligible employees and annuitants is \$143.00 as of January 1, 2021, with an increase anticipated to be effective as of January 1, 2022. Newly hired eligible employees are able to enroll in a health plan effective the 1st of the month following their date of hire.

II. DENTAL AND VISION INSURANCE

The City's dental and vision plans are self-funded through Delta Dental and Vision Service Plan (VSP). Regular, full-time employees and their eligible dependents are enrolled in the dental and vision plans on the 1st of the month following their date of hire, with the City paying 100% of the premium. Regular, part-time employees may enroll in the dental and vision insurance plans with the City paying a percentage of the premium equal to their employment classification (1/2-time = 50%; 3/4-time = 75%). City Councilmembers may receive family dental and vision insurance benefits equal to regular, full-time employees.

III. IRS SECTION 125 PLAN (CAFETERIA PLAN)

The City shall maintain, in accordance with Section 125 of the IRS Code, a Cafeteria Plan for the purpose of providing employees with access to various health and welfare benefits on a pre-tax basis. Benefits available through the Cafeteria Plan include, but are not limited to:

- Group Health Plan Medical Premiums
- Dental and Vision Insurance Premiums
- Flexible Spending Account for Dependent Care
- Flexible Spending Account for Medical Expenses
- Voluntary Optional Benefits offered under a City-sponsored supplemental insurance program (e.g. Cancer Insurance Premiums, Accident Insurance Premiums, Critical Illness Insurance Premiums, etc.)

The City's contribution to the Cafeteria Plan ("Flex Dollars") for regular full-time employees will be equal to ninety percent (90%) of the premium for the PERS Choice PPO family health plan offered in the area, rounded to the nearest whole dollar, reduced by the City's medical benefit paid directly to CalPERS. Regular part-time employees will receive a pro-rated portion of Flex Dollars based on their employment classification (1/2-time = 50%; 3/4-time = 75%). Eligible employees who opt out of the City's health program or do not fully utilize the City's Medical Benefit and Flex Dollar

contributions will receive 100% cash-back of the unutilized City contributions. City Councilmembers are not eligible for cash-back of unutilized Cafeteria Plan contributions. Flex Dollar contributions begin for eligible employees on the 1st of the month following their date of hire.

IV. RETIREMENT

The City contracts with CalPERS to provide retirement benefits to eligible employees.

Classic Employees. Employees hired on or before December 31, 2012; and employees hired on or after January 1, 2013 who qualify for pension system reciprocity have the following retirement contract provisions apply:

- 2% @ 55 Retirement Formula
- Final Compensation Period, Single Highest Year
- 1959 Survivor Benefit Level 4
- Pre-Retirement Option 2W Death Benefit, continues after remarriage of survivor
- Post-Retirement Survivor Allowance, continues after remarriage of survivor
- 2% Annual Cost-of-Living Allowance Increase
- \$500 Retired Death Benefit
- Unused Sick Leave Credit
- Purchase of Prior Service Credit
- Military Service Credit
- Public Service Credit for Peace Corps, AmeriCorps VISTA, or AmeriCorps Service

The City pays both the employer and employee contributions to CalPERS in accordance with the provisions of the contract between the City and CalPERS.

New Members. As defined by AB340 (the California Public Employees' Pension Reform Act of 2013 "PEPRA"), employees hired on or after January 1, 2013 who do not qualify for pension system reciprocity or who were CalPERS members while employed by another public agency and hired by the City after a break in service of more than six (6) months have the following retirement contract provisions apply:

- 2% @ 62 Retirement Formula
- Final Compensation Period, Average of highest paid consecutive 36 months
- 1959 Survivor Benefit Level 4
- Pre-Retirement Option 2W Death Benefit, continues after remarriage of survivor
- Post-Retirement Survivor Allowance, continues after remarriage of survivor
- 2% Annual Cost-of-Living Allowance Increase
- \$500 Retired Death Benefit
- Unused Sick Leave Credit
- Purchase of Prior Service Credit
- Military Service Credit
- Public Service Credit for Peace Corps, AmeriCorps VISTA, or AmeriCorps Service

The City pays only the employer contribution to CalPERS and employees pay the employee contribution in accordance with the provisions of the contract between the City and CalPERS.

V. LIFE INSURANCE

The City provides group life insurance for all regular, full- and part-time employees. The amount of insurance coverage is the amount equal to the employee's annual salary, based on their employment classification as a full, ½-, or ¾-time employee, plus \$5,000, rounded to the next increment of \$5,000 (\$200,000 max.). City Councilmembers are provided coverage in the amount of \$50,000. All eligible dependents are covered by life insurance in the amount of \$2,000. NOTE: Accidental death and dismemberment coverage matches the life insurance schedule above; however, the amount payable for certain losses will differ.

VI. SHORT/LONG TERM DISABILITY

The City provides short/long term disability benefits to all regular employees. Eligible employees are enrolled in the disability program effective the 1st of the month following their date of hire. In the event a regular employee becomes disabled through a non-work related illness or sudden injury, short term disability coverage provides a weekly income benefit equal to 66 2/3% of covered earnings up to a maximum benefit of \$2,192 per week (\$9,500 per month). The waiting period for short term disability benefits to begin is after 7 days for an illness or 0 days for injury or date of hospitalization. After 180 days of being disabled, the employee is eligible for long term disability which provides the same level of benefits as short term disability. Long term disability's maximum benefit period is to age 65 for those 61 or younger at the time of disablement. The maximum benefit period varies for those 62 or older at the time of disablement.

VII. WORKERS' COMPENSATION

Workers' Compensation benefits are for work-related illnesses or injuries. All medical and hospital costs are covered. Temporary disability income is computed at approximately 66 2/3% of weekly wages up to the state law maximum. The City's Workers' Compensation program is administered by Sedgwick. All work-related illnesses/injuries are required to be immediately reported to a supervisor and Human Resources.

VIII. EMPLOYEE ASSISTANCE PROGRAM

The City provides an Employee Assistant Program (EAP) for all regular employees and City Councilmembers. The EAP offers 24-hour confidential services that can assist employees and members of their household to resolve personal issues and meet life's challenges. The program offers up to six face-to-face counseling sessions per issue per year.

IX. ICMA VANTAGECARE RETIRMENT HEALTH SAVINGS (RHS) PLAN

The City provides an RHS Plan for eligible employees. The RHS Plan allows employees to accumulate assets on a pre-tax basis to pay for medical expenses on a tax-free basis upon separation from the City.

X. OTHER BENEFITS

- Arborist Certification Pay \$150/month* for eligible employees
- Backflow Proficiency Pay..... \$100/month* for eligible employees
- Bilingual Pay..... \$50/month* for eligible employees
- Class A CDL Proficiency Pay \$50/month* for eligible employees, plus costs associated with obtaining and retaining Class A CDL and endorsements
- Class B CDL Proficiency Pay \$25/month* for eligible employees, plus costs associated with obtaining and retaining Class B CDL and endorsements
- Pesticide Applicator Proficiency Pay.... \$100/month* for eligible employees

**Amounts are pro-rated for regular, part-time employees*

- On-Call Pay \$1.50/hour
- Safety Boot Allowance..... \$180/FY for eligible employees
- Defined Contribution (401a Plan) 7% of salary for all eligible employees and eligible City Councilmembers
- Deferred Compensation (457 Plan) 3% of salary for City Manager, Assistant City Manager, Directors, and City Clerk; all other employees are eligible to participate
- Deferred Compensation Part-Time, Temporary, Seasonal (457 PTS) Plan.... 7% of salary for those Part-Time, Temporary and Seasonal workers that are not eligible for CalPERS membership and City Councilmembers not electing CalPERS membership
- Education Reimbursement 75% of expenses up to \$1,800/FY
- Cell Phone Allowance..... \$45/month for eligible employees
- Mileage Reimbursement..... Amount recognized by the IRS for business travel
- Holidays..... 88 hours plus 24 hours floating holiday/year
(pro-rated for regular, part-time employees)

Management Leave.....	City Manager	80 hours/year
	Assistant City Manager, Directors, and City Clerk.....	64 hours/year
	Assistant Directors, Deputy Directors, and Deputy City Clerk	48 hours/year
	Mid-Managers	32 hours/year
Auto Allowance.....	City Manager	\$500/month
	Assistant City Manager, Directors, and City Clerk.....	\$250/month
	Assistant Directors, Deputy Directors, Economic Development Manager, Principal Civil Engineer, and Principal Planner	\$200/month
	Assistant to the City Manager, Community Relations Officer, Deputy City Clerk, Senior Civil Engineer, Traffic Engineer, and Senior Planner	\$175/month