

File ID: 2026-00932

5/5/2026

Approval of Specified Salary Range Increases for Career Unrepresented Classifications in Units 20, 21, and 22, Adjustment to the Salary Schedule, Approval of the Personnel Resolution Covering Unrepresented Employees, and Approval of the Personnel Resolution for Appointed Officers

File ID: 2026-00932

Location: Citywide

Recommendation: Adopt a **Resolution:** 1) revising the salary ranges for specified Career Unrepresented Classifications below Department Director in Units 20, 21, and 22; 2) approving the revised Citywide salary schedule; 3) approving the Personnel Resolution Covering Unrepresented Employees (Unrepresented Resolution); 4) approving the Personnel Resolution Covering Appointed Officers (Appointed Officers Resolution); 5) authorizing the City Manager or designee to conduct the necessary budget adjustments and transfers from fund balances to adequately fund the Resolutions; and 6) authorizing the City Manager or designee to make minor changes or adjustments to the exhibits in order to correct omissions and errors in the Resolutions and salary schedule.

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Presenter: Samantha Hardy, Interim Director, (916) 808-7657, shardy@cityofsacramento.org, Department of Human Resources

Attachments:

- 1-Description/Analysis
- 2-Salary Schedule (Redline)
- 3-Unrepresented Resolution (Redline)
- 4-Appointed Officers Resolution (Redline)
- 5-Resolution
- 6-Exhibit A - Salary Schedule
- 7-Exhibit B - Unrepresented Resolution
- 8-Exhibit C - Appointed Officers Resolution

Description/Analysis

Issue Detail:

Salary Range Changes

Employees represented by the Sacramento City Exempt Employees Association (SCXEA) have received salary increases as a result of negotiations with the City. Some unrepresented classifications in Units 20, 21, and 22, have similar or equivalent classifications as employees in the SCXEA, but have not received similar increases because their classifications perform functions that make their membership in SCXEA improper. In order to resolve these issues, these classifications, all below the level of department director, will receive a 1% salary range increase effective September 20, 2025. Department director classifications, classifications above department director, and classifications that do not have similar or equivalent classifications in SCXEA will not receive salary range increases.

The California Code of Regulations requires that the City Council adopt the City's Salary Schedule at a public meeting (2 CCR § 570.5). This obligation arises whenever salary ranges are changed to ensure that salary rates are transparent and publicly available. These publicly adopted rates are used by California Public Employees' Retirement System (CalPERS) to determine the appropriate compensation earnable for each City employee when calculating their pension benefit.

The specific changes to the City's Salary Schedule are presented in two versions, a red-lined version of changes to the Salary Schedule as Attachment 2, and a clean copy of the City's Salary Schedule is included as Exhibit A (Attachment 6) to the Resolution.

Unrepresented Resolution

Each year the City brings the Unrepresented Resolution to Council to ensure consistent language and benefits Citywide in comparison with represented units. The following items have been updated in the Unrepresented Resolution, consistent with approved memoranda of understanding with the City's represented employees:

1. Health and Welfare Contributions
 - a. 2026 Calendar Year Health Changes, effective May 16, 2026
 - i. Employee Only - City contribution of \$1,051 per month,
 - ii. Employee Plus One Dependent - City contribution of \$1,674 per month, and
 - iii. Employee Plus Two or More Dependents - City contribution of \$2,230 per month.
 - b. 2027 Calendar Year Health Changes, effective the first paycheck of 2027:
 - i. The City will contribute fifty percent (50%) of the first one hundred dollars (\$100) of premium increases, up to a maximum contribution of fifty dollars (\$50) per month, toward the cumulative total increase in premiums from plan year 2026 to plan year 2027.
 - c. 2028 Calendar Year Health Changes, effective the first paycheck of 2028:
 - i. The City will contribute fifty percent (50%) of the first one hundred dollars (\$100) of premium increases, up to a maximum contribution of fifty dollars (\$50) per

month, toward the cumulative total increase in premiums from plan year 2027 to plan year 2028.

2. Limitation Clause is extended to September 15, 2028
3. Addition of Juneteenth (June 19) as a recognized holiday
4. Within forty-five (45) calendar days all employees in Units 20, 21, and 22,, except Department Directors and Assistant City Managers, will receive a one-time lump sum payment of five hundred dollars (\$500).

The specific changes to the Unrepresented Resolution are presented in two versions, a red-lined version of changes to the Unrepresented Resolution as Attachment 3, and a clean copy of the Unrepresented Resolution is included as Exhibit B (Attachment 7) to the Resolution.

Appointed Officers Resolution

The Appointed Officers Resolution was established on February 3, 2026. Consistent with the Unrepresented Employees Resolution, this item is brought forward to City Council to promote consistency in language and benefits across employee groups, including alignment with represented units. The following updates have been incorporated into the Appointed Officers Resolution:

1. Health and Welfare Contributions
 - a. 2026 Calendar Year Health Changes, effective May 16, 2026
 - i. Employee Only - City contribution of \$1,051 per month,
 - ii. Employee Plus One Dependent - City contribution of \$1,674 per month, and
 - iii. Employee Plus Two or More Dependents - City contribution of \$2,230 per month.
 - b. 2027 Calendar Year Health Changes, effective the first paycheck of 2027:
 - i. The City will contribute fifty percent (50%) of the first one hundred dollars (\$100) of premium increases, up to a maximum contribution of fifty dollars (\$50) per month, toward the cumulative total increase in premiums from plan year 2026 to plan year 2027.
 - c. 2028 Calendar Year Health Changes, effective the first paycheck of 2028:
 - i. The City will contribute fifty percent (50%) of the first one hundred dollars (\$100) of premium increases, up to a maximum contribution of fifty dollars (\$50) per month, toward the cumulative total increase in premiums from plan year 2027 to plan year 2028.
2. Limitation Clause is extended to September 15, 2028

The specific changes to the Appointed Officers Resolution are presented in two versions, a red-lined version of changes to the Appointed Officers Resolution as Attachment 4, and a clean copy of the Appointed Officers Resolution is included as Exhibit C (Attachment 8) to the Resolution.

Government Code § 54953

Government Code § 54953 requires that prior to taking final action, the legislative body orally report a summary of the recommendation for final action on salaries, salary schedules, or compensation paid in the form of fringe benefits for local agency executives during the open meeting at which the action is taken. Department Directors, Assistant City Managers, and Appointed Officers meet the definition of a local agency executive under Government Code § 3511.1(d) because the positions are not subject to the Meyers-Milias-Brown Act. Accordingly, a summary of the proposed health contribution adjustments applicable to Department Directors, Assistant City Managers, and Appointed Officers must be orally reported prior to final Council action.

Policy Considerations: Approval of this action by the City Council is consistent with the City’s legal obligation under the CalPERS law.

Economic Impacts: None.

Environmental Considerations: This report concerns administrative activities that will not have a significant effect on the environment and that do not constitute a “project” as defined by the California Environmental Quality Act (CEQA) Guidelines Sections 15061(b)(3) and 15378(b)(2).

Sustainability: Not applicable.

Commission/Committee Action: Not applicable.

Rationale for Recommendation: Approval of this action will establish compliance with the California Code of Regulations §570.5 and 54953.

Financial Considerations: All costs associated with this proposal in the current fiscal year will be paid from each department’s operating budget. Salary schedule increases do not necessarily result in a change in salary and therefore are not estimated.

Local Business Enterprise (LBE): Not applicable.

Admin. of Government Relations | 021026 | MCSU

U MCSA	136	07/01/2023	41.761052	65.773658	86862.99	136809.21
U MCSA	136	9/20/2025	41.761052	66.431394	86862.99	138177.30

Chief of Staff to the Mayor | 021006 | MCSU

U MCSA	070	02/22/2025	56.593428	89.134615	117714.33	185400.00
U MCSA	070	9/20/2025	56.593428	90.025962	117714.33	187254.00

Community Engagement Manager | 020049 | EXMG

U EXMG	220	06/15/2024	60.945966	79.966389	126767.61	166330.09
U EXMG	220	9/20/2025	60.945966	80.766053	126767.61	167993.39

Council Representative | 021015 | MCSU

U MCSA	048	12/14/2024	28.200000	35.415274	58656.00	73663.77
U MCSA	048	9/20/2025	28.200000	35.769428	58656.00	74400.41

Council/Clerk Operations Mngr | 021007 | MCSU

U MCSA	080	07/01/2023	43.040000	67.798500	89523.20	141020.88
U MCSA	080	9/20/2025	43.040000	68.476486	89523.20	142431.09

Executive Assistant (CMO) | 022000 | EMSU

U EXMB	010	06/15/2024	26.010000	40.976462	54100.80	85231.04
U EXMB	010	9/20/2025	26.010000	41.386226	54100.80	86083.35

Executive Assistant (MC) | 022001 | EMSU

U MCSB	030	06/15/2024	26.010000	40.976462	54100.80	85231.04
U MCSB	030	9/20/2025	26.010000	41.386226	54100.80	86083.35

Human Resources Manager-Rep20 | 020038 | EXMG

U EXMG	042	06/15/2024	54.277298	85.486745	112896.78	177812.43
U EXMG	042	9/20/2025	54.277298	86.341611	112896.78	179590.55

Labor Relations Adm/EEO Invstg | 020048 | EXMG

U EXMG	006	06/15/2024	43.758000	63.703082	91016.64	132502.41
U EXMG	006	9/20/2025	43.758000	64.340111	91016.64	133827.43

Labor Relations Analyst | 020034 | EXMG

U EXMG	005	06/15/2024	33.113798	52.150000	68876.70	108472.00
U EXMG	005	9/20/2025	33.113798	52.671500	68876.70	109556.72

Labor Relations Officer | 020036 | EXMG

U EXMG	015	06/15/2024	44.168865	69.565957	91871.24	144697.19
U EXMG	015	9/20/2025	44.168865	70.261615	91871.24	146144.16

Mayoral Aide | 022003 | EMSU

U MCSB	010	12/13/2025	16.500000	22.891986	35152.00	47615.33
U MCSB	010	9/20/2025	16.500000	23.120904	35152.00	48091.48

Media & Communications Officer | 020027 | EXMG

U EXMG	020	06/15/2024	47.369260	74.612120	98528.06	155193.21
U EXMG	020	9/20/2025	47.369260	75.358240	98528.06	156745.14

OPS Accountability Analyst | 021022 | MCSU

U MCSA	132	06/15/2024	32.225726	50.755519	67029.51	105571.48
U MCSA	132	9/20/2025	32.225726	51.263072	67029.51	106627.19

OPS Accountability Insp. Gen. | 021024 | MCSU

U MCSA	134	06/15/2024	44.452005	70.011913	92460.17	145624.78
U MCSA	134	9/20/2025	44.452005	70.712034	92460.17	147081.03

OPSA Assistant Director | 020051 | EXMG

U EXMG	222	06/15/2024	49.015611	77.199582	101952.47	160575.13
U EXMG	222	9/20/2025	49.015611	77.971577	101952.47	162180.88

OPSA Community Engmt Coord | 021028 | MCSU

U MCSA	138	06/15/2024	32.225726	50.755519	67029.51	105571.48
U MCSA	138	9/20/2025	32.225726	51.263072	67029.51	106627.19

OPSA Deputy Inspector General | 021027 | MCSU

U MCSA	137	06/15/2024	40.410913	63.647192	84054.70	132386.16
U MCSA	137	9/20/2025	40.410913	64.283663	84054.70	133710.02

OPSA Investigator | 021021 | MCSU

U MCSA	131	06/15/2024	38.648779	60.871832	80389.46	126613.41
U MCSA	131	9/20/2025	38.648779	61.480548	80389.46	127879.54

OPSA Senior Investigator | 021029 | MCSU

U MCSA	139	06/15/2024	40.581221	63.915423	84408.94	132944.08
U MCSA	139	9/20/2025	40.581221	64.554577	84408.94	134273.52

Redline Report

Schedule Effective Date: May 05, 2026

[Sal Plan](#)
 [Grade](#)
 [Effective Date](#)
 [Hourly Min/Max](#)
 [Annual Min/Max](#)
 [Step 1](#)
 [Step 2](#)
 [Step 3](#)
 [Step 4](#)
 [Step 5](#)
 [Step 6](#)
 [Step 7](#)
 [Step 8](#)

Principal Budget Analyst | 020041 | EXMG

U EXMG	036	06/15/2024	45.450966	71.585269	94538.01	148897.36
U EXMG	036	9/20/2025	45.450966	72.301120	94538.01	150386.33

Senior Advisor to the Mayor | 021017 | MCSU

U MCSA	100	07/01/2023	41.415923	66.860826	86145.12	139070.52
U MCSA	100	9/20/2025	41.415923	67.529438	86145.12	140461.23

Senior Council Representative | 021016 | MCSU

U MCSA	050	07/01/2023	30.370000	63.426177	63169.60	131926.45
U MCSA	050	9/20/2025	30.370000	64.060438	63169.60	133245.71

Senior Policy Advisor | 021025 | MCSU

U MCSA	135	07/01/2023	41.415923	65.230076	86145.12	135678.56
U MCSA	135	9/20/2025	41.415923	65.882380	86145.12	137035.35

Special Assistant to the Mayor | 021005 | MCSU

U MCSA	060	07/01/2023	41.761052	65.773658	86862.99	136809.21
U MCSA	060	9/20/2025	41.761052	66.431394	86862.99	138177.30

Staff Assistant-Mayor Council | 022002 | EMSU

U MCSB	020	06/15/2024	18.952716	29.850529	39421.65	62089.10
U MCSB	020	9/20/2025	18.952716	30.149034	39421.65	62709.99

City of
SACRAMENTO

**Personnel Resolution Covering
Unrepresented Employees**

~~February 3~~ May 5, 2026

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ARTICLE 1 – GENERAL ADMINISTRATIVE PROVISIONS

1.1 APPOINTING AUTHORITY

- a. For the City of Sacramento, appointing authority for unrepresented employees covered by this Resolution is vested with the Mayor, City Councilmembers, and Appointed Officers. Subject to applicable [Rules and Regulations of the Civil Service Board](#), Council-adopted resolutions, and administrative policy instructions, appointing authority provides for the ability to hire City employees.
- b. The Appointing Authority has the authority, subject to the approved Budget Resolution and administrative policy, to:
 - (1) Allocate full-time equivalent positions to specific job classifications and to establish rates of pay for incumbents in those classifications;
 - (2) Change the number of exempt management positions under their administrative jurisdiction, so long as their total exempt management salary budget does not increase;
 - (3) Adjust the salary of individual exempt positions, so long as the total exempt salary budget for each department does not increase; and
 - (4) Grant performance-based salary adjustments to unrepresented employees consistent with employee appraisal procedures. Salary adjustments shall not apply to non-career employees.

1.2 APPLICABILITY

The terms of this Resolution apply to unrepresented employees of the City. This Resolution does not apply to any employee appointed as a retired annuitant.

1.3 TYPE OF APPOINTMENTS

- a. Nothing in this Resolution shall create an express or implied covenant or contract or create a property right or tenure for any person appointed to unrepresented classifications covered by this Resolution. All unrepresented employees serve at the pleasure of the Appointing Authority. Consequently, just cause need not be established to impose discipline, and employees covered by this Resolution have no rights to appeal the imposition of discipline.
- b. This Personnel Resolution covers all unrepresented employees of the City of Sacramento appointed or incumbent to any position in the Executive Management, Executive Management Support, Mayor/Council Support,

and Non-Career units as defined by the [Employer-Employee Relations Policy](#). This Personnel Resolution applies to these positions whether the employee is considered full-time, part-time, seasonal, or appointed on a limited-term basis.

1.4 STAFF AIDE POSITIONS

The Director of Human Resources must approve the use of the title of Staff Aide. Staff Aide may be used only in very limited situations, such as when a classification is needed either pending establishment of a new classification or a position is funded for a limited time and no appropriate classification exists. An employee may be appointed to the Staff Aide classification for a maximum of twelve (12) months. The salary for any Staff Aide position shall be established by the Director of Human Resources.

1.5 CITY SERVICE

City service for purposes of calculating benefits shall be calculated using each employee's cumulative career employment with the City. For career part-time employees, City service shall be prorated. The use of prior employment for calculating the City service for rehired employees shall not create a right to retroactive benefits. This provision shall not apply to non-career employees. Non-career employees do not accrue Classification or City Service.

ARTICLE 2 – HOURS OF EMPLOYMENT AND OVERTIME

2.1 HOURS OF EMPLOYMENT

- a. The normal work period for employees shall begin at 12:01 a.m. Saturday and end at 12:00 midnight the following Friday.
- b. The normal work week for full-time employees, who are covered by the overtime provisions of the Fair Labor Standards Act (FLSA), shall consist of forty (40) hours of work during the normal work period.
- c. The normal work week shall not apply to employees exempt from the overtime provisions of FLSA. These employees are expected to work any amount of time required to perform the duties of their positions.
- d. The normal work week for part-time employees shall be determined by the Appointing Authority.

2.2 WORK SCHEDULES FOR FIRE ASSISTANT CHIEFS ASSIGNED TO SHIFT COMMAND

a. Shift Command Assistant Chiefs

Three (3) Fire Assistant Chiefs will be assigned to Shift Command and shall be subject to the terms contained within this Section. With the exception of subsection (e), below, nothing in this Section shall apply to other Fire Assistant Chiefs who are assigned to temporarily cover any portion or all of a Shift Command shift.

b. Daily Hour Value

Upon the transfer from another non-Shift Command assignment to Shift Command, the Fire Assistant Chief's leave banks will be adjusted to reflect 11.2 hours for each eight (8) hours in the existing leave bank. Upon transfer from Shift Command to another non-Shift Command Fire Assistant Chief assignment, the Fire Assistant Chief's leave bank will be adjusted to reflect eight (8) hours for each 11.2 hours in the existing leave bank. The conversion is completed by multiplying or dividing the current balances by the daily hour value of 1.4, depending on whether the employee is going from-or-to a shift command assignment.

c. Annual Anticipated Hours

The base annual salary for Fire Assistant Chiefs assigned to Shift Command will be the same as for Fire Assistant Chiefs not so assigned, but their hourly rate is calculated based upon an anticipated 2,912 paid hours for each calendar year.

d. Schedule and Hours

Shifts for Fire Assistant Chiefs assigned to Shift Command shall begin at 7:00 a.m. and end at 7:00 a.m. the following morning. Fire Assistant Chiefs on Shift Command assignment will work a rotating schedule of two (2) consecutive twenty-four (24) hour shifts followed by four (4) consecutive twenty-four (24) hour shifts off duty. The duty schedule is as follows:

"X" denotes work day or duty shift

"O" denotes day off or shift off duty

X-X-O-O-O-O-X-X-O-O-O-O

Payroll records will correctly reflect the above work schedule of Fire Assistant Chiefs assigned to Shift Command commencing with the first pay period that begins after the effective date hereof. Example: A twenty-four (24) hour shift beginning at 7:00 a.m. on a Monday and ending at 7:00 a.m.

on a Tuesday will show seventeen (17) hours on-duty time on Monday and seven (7) hours on-duty time on Tuesday.

e. FLSA Exemption and Fire Assistant Chief Coverage

- (1) Fire Assistant Chiefs are exempt from the provisions of the Fair Labor Standards Act (FLSA) and shall not be eligible to accrue compensating time off or earn overtime pay for time worked in excess of their schedule.
- (2) Notwithstanding the FLSA exemption described above, when a Fire Assistant Chief is required to work during their scheduled time off to fill the role of a Fire Assistant Chief on Shift Command due to a vacancy or absence, the Fire Assistant Chief who is filling in shall be compensated at their base hourly rate, and if eligible, the contractual longevity incentive described in Section 3.9, Longevity Pay (City Charter), below, for all hours worked on the additional Shift Command shift.

2.2 VOLUNTARY WORK FURLOUGH/REDUCED WORKWEEK PROGRAM

The City's [Voluntary Work Furlough/Reduced Workweek Program](#) shall be available to unrepresented full-time employees on the same terms as apply to represented employees.

2.3 OVERTIME FOR ELIGIBLE CAREER EMPLOYEES

- a. All overtime shall be calculated and paid consistent with FLSA requirements. Overtime compensation shall be paid by cash payment or compensating time off (CTO) as determined by the Appointing Authority.
- b. Employees may accrue up to one hundred and twenty (120) hours of CTO.
- c. An employee's request to use accrued CTO must be made in advance and shall be at the discretion of the Appointing Authority. Employees who request use of accrued CTO shall be permitted to use such time within a reasonable period after making the request if the use of CTO does not unduly disrupt the operations of the work unit.
- d. Upon termination from City service, employees shall be paid for any unused CTO hours at the rate of pay at the time of separation.

2.4 OVERTIME FOR ELIGIBLE NON-CAREER EMPLOYEES

- a. All overtime for non-career employees shall be calculated and paid consistent with FLSA requirements. Non-career employees shall be compensated for overtime with pay at one and one-half (1-1/2) times the regular rate of pay in cash payment.

- b. The Appointing Authority may establish a flexible work schedule consisting of more than an eight (8) hour day in a forty (40) hour work week.

2.5 REMOTE WORK PROGRAM

Employees may work remotely, at the discretion of the Appointing Authority, in a manner consistent with the City's [Remote Work Policy](#).

2.6 ALTERNATIVE WORK SCHEDULE PROGRAM

Employees may participate, at the sole discretion of the Appointing Authority, in Alternative Work Schedule Programs such as 9/80 or 4/10 schedules. Employee participation in Alternative Work Schedule Programs shall be dependent on employee performance and shall not disrupt department operations.

2.7 EMERGENCY RESPONSE BY DEPUTY FIRE CHIEF AND FIRE ASSISTANT CHIEF

When a Deputy Fire Chief or a Fire Assistant Chief is required to respond to a call for mutual aid during an emergency or disaster, or as part of a strike team, and works in excess of the employee's regular work schedule, the employee shall be paid at the regular hourly rate from time of dispatch until the time they return.

2.8 EMERGENCY RESPONSE BY DEPUTY POLICE CHIEF

When a Deputy Police Chief is required to respond to a call for mutual aid during an emergency or disaster and works in excess of the employee's regular work schedule, the employee shall be paid at the regular hourly rate for the duration of the call-up.

ARTICLE 3 – FRINGE BENEFIT PLAN/HEALTH AND WELFARE

The fringe benefit plan described in this Article shall be available to full-time Executive Management, Mayor/Council Support, and Executive Management Support employees. The City shall administer a Cafeteria Plan (Plan) for employees consistent with Internal Revenue Code § 125. The details of Plan eligibility and operational requirements are set forth in Plan documents. The City shall make contributions as defined in Section 3.1, Health and Welfare Contribution (City Contribution). For employees who elect to participate in a City-sponsored health plan, one-half (1/2) of the City contribution will be made to eligible employees on each of the first two (2) paychecks (Eligible Paycheck) in each month.

Eligible employees shall receive a City contribution for each Eligible Paycheck on which the employee is paid for forty (40) or more hours. Employees who are paid less than forty (40) hours on an Eligible Paycheck may continue elected coverage limited to the City's medical, dental, and vision plans for ~~up to six (6) months or~~ the period of time permitted by [Consolidated Omnibus Budget Reconciliation Act \(COBRA\)](#), ~~whichever is~~

~~greater,~~ by personal remittance or other arrangement for payment of the full premiums of any insurance elected to be continued.

The City shall make the contributions provided in Section 3.1 on either a 100% or 50% basis for full-time, part-time, and non-career (+1,040) employees. Except as provided herein, the City contribution shall be applied toward the premiums for City-sponsored medical, dental, and vision insurance plans for eligible employees and qualified dependents, if any. The amount of the City contribution for each of the first two (2) paychecks of each month shall be based on the number of hours for which the employee was paid in that bi-weekly pay period: 64 or more hours paid (89.6 hours for Fire Assistant Chief on Shift Command) = 100% contribution; 40-63.9 hours paid (56-89.5 hours for Fire Assistant Chief on Shift Command) = 50% contribution.

3.1 HEALTH AND WELFARE CONTRIBUTION (CITY CONTRIBUTION)

a. For Plan Years Prior to the Effective Date of Subsection (2), the City contributions shall be as follows:

a.(1) Employee Only

The City contribution for a full-time employee enrolled in a City-sponsored medical plan for employee only shall be up to a maximum of nine hundred seventy-one dollars (\$971) per month.

b.(2) Employee Plus One (1) Dependent

The City contribution for a full-time employee enrolled in a City-sponsored medical plan for employee plus one (1) dependent shall be one thousand five hundred forty-five dollars (\$1,545) per month.

c.(3) Employee Plus Two (2) or More Dependents

The City contribution for a full-time employee enrolled in a City-sponsored medical plan for employee plus two (2) or more dependents shall be two thousand fifty-one dollars (\$2,051) per month.

b. Effective May 16, 2026, with the increased contribution first appearing on the paycheck issued for June 09, 2026, for plan year 2026, the contribution shall be as follows:

(1) For full-time employees enrolled in a City-sponsored medical plan for employee only, the City contribution shall be one thousand fifty-one dollars (\$1,051) per month.

(2) For full-time employees enrolled in a City-sponsored medical plan for employee plus one (1) dependent, the City contribution shall be one thousand six hundred seventy-four (\$1,674) per month.

- (3) For full-time employees enrolled in a City-sponsored medical plan for employee plus two (2) or more dependents, the City contribution shall be two thousand two hundred thirty dollars (\$2,230) per month.
- c. Effective the first benefits eligible paycheck of 2027 for plan year 2027, the City shall contribute fifty percent (50%) of the first one hundred dollars (\$100) of premium increases, up to a total City dollar maximum contribution of fifty dollars (\$50) per month toward the cumulative total increase in premiums from plan year 2026 to plan year 2027, of the benchmarked twenty-five dollar (\$25) Kaiser HMO, Delta Dental PPO, and VSP basic vision plans. The employee shall be responsible for any premium increase(s) which exceeds this amount.
- Effective the first benefits eligible paycheck 2028 for plan year 2028, the City shall contribute fifty percent (50%) of the first one hundred dollars (\$100) of premium increases, up to a total City dollar maximum contribution of fifty dollars (\$50) per month toward the cumulative total increase in premiums, from plan year 2027 to plan year 2028, of the benchmarked twenty-five dollar (\$25.00) Kaiser HMO, Delta Dental PPO, and VSP basic vision plans. The employee shall be responsible for any premium increases(s) which exceeds this amount.
- d. For employees enrolled in an Account-Based Health Plan (ABHP), as defined by the City, the contributions shall be as specified above. To the extent that the premium for the ABHP is less than the monthly City contribution, any excess City contribution shall be credited to the employee's Health Savings Account (HSA), to the extent allowed by law.
- e. Full-time employees not enrolled in a City-sponsored medical plan shall receive ~~up to~~ a City contribution of up to seven hundred forty-seven dollars (\$747) per month to purchase City-sponsored dental and vision coverage.
- e.f. Part-time employees shall receive a prorated City contribution consistent with Article 3.
- f.g. Employees who are eligible to receive the City contribution who do not provide proof of other group medical coverage or do not enroll in City medical coverage within thirty (30) calendar days of being eligible for the City's contribution shall be enrolled in the lowest cost ABHP medical plan for employee only coverage.
- h. Employees shall not receive any unused portion of the City contribution as cash.
- g.i. Changes to the City's healthcare contribution levels as provided in this

Section, including the adjustments effective for plan year 2026, shall not create or entitle employees to a special open enrollment period. Open enrollment opportunities shall occur only as provided on the City's normal annual benefits cycle or as otherwise required by law.

3.2 COVERED DEPENDENTS

- a. Funds used to pay the health insurance premium cost for a domestic partner and/or a domestic partner's dependent children shall be in accordance with federal and state tax laws.
- b. An employee who has a domestic partner and is registered with the Secretary of State of the State of California may cover the domestic partner and/or the domestic partner's children, under the employee's City-sponsored medical, dental, or vision plan. Employees with registered State of California domestic partners shall receive the City contributions as specified in Section 3.1.
- c. The following eligible dependents qualify to be enrolled on a City medical, dental, or vision plan: lawfully married spouse or registered domestic partner; children up to age twenty-six (26) who are an employee's natural child, stepchild, adopted child, or the natural or adopted child of an employee's spouse or registered domestic partner; children up to age twenty-six (26) who are placed under the legal guardianship of an employee, the employee's spouse, or employee's registered domestic partner; children up to the age of twenty-six (26) in which the City has received notice of a Qualified Domestic Relations Order of required coverage; and disabled unmarried children over the age of twenty-six (26) who reside with the employee. The definition of dependent child for purposes of medical insurance shall also be in accordance with the [Patient Protection and Affordable Care Act](#).
- d. An employee covered as a dependent of another City employee may not enroll in a City medical plan but may enroll in a City dental or vision plan.

3.3 LIFE INSURANCE

- a. City-paid basic life insurance shall be:

<u>Group</u>	<u>Amount</u>
Executive Management, Executive Management Support and Mayor/Council Support	\$50,000

- b. Optional Employee-Paid Insurance:

Executive Management, Mayor/Council Support, and Executive Management Support employees may purchase, at their expense, City-

sponsored supplemental life insurance subject to limitations specified by the insurance carrier.

3.4 LONG TERM DISABILITY

Executive Management and Mayor/Council Support employees shall receive City-paid long-term disability insurance.

3.5 FLEXIBLE SPENDING ACCOUNTS

The City offers a Flexible Spending Account program to employees as permitted by Internal Revenue Code and associated Regulations.

3.6 DEFERRED COMPENSATION PLAN

Executive Management, Mayor/Council Support, and Executive Management Support career employees may participate in the City's Deferred Compensation 457(b) Plan (Plan) to the extent allowed by law and the Plan documents.

Each participant in the Plan shall contribute one dollar and fifty cents (\$1.50) per month from their Plan balance to the Plan's administrative allowance account.

3.7 401(A) MONEY PURCHASE PLAN

The City's established Internal Revenue Code (IRC) § 401(a) Plan shall be made available to eligible career employees and participation for eligible employees shall be mandatory. The Plan shall conform to all IRC requirements. Contributions to the Plan shall be as follows:

- a. For Executive Management and Mayor/Council Support regular employees the City shall contribute four percent (4%) of salary and the employee shall contribute five percent (5%) of salary.
- b. For Executive Management Support regular employees, the City shall contribute two percent (2%) of salary and the employee shall contribute two percent (2%) of salary.
- c. The 401(a) Plan shall conform to all IRC requirements. Vesting of City funds occurs with enrollment consistent with the Internal Revenue Code, and the 401(a) plan documents.

3.8 LONGEVITY PAY (CITY CHARTER)

Employee eligibility for longevity pay shall be determined as provided under [§ 108 of the City Charter](#). The amount to be paid annually on the second check in July after twenty (20) years of City service shall be one hundred dollars (\$100), and after twenty-five (25) years of City service, an additional two hundred dollars (\$200), for a total of three hundred dollars (\$300). This longevity pay is provided

for in the City Charter and not through this Resolution. In the event changes are made to the City Charter, those changes shall supersede the provisions of this Resolution.

Longevity Pay as provided in this Section shall be reported to CalPERS in a manner consistent with CalPERS rules for reporting special compensation.

3.9 LONGEVITY PAY (UNREP RESO)

Executive Management (Unit 20), Mayor/Council Support (Unit 21), and Executive Management Support (Unit 22) employees who have completed seventeen (17) years of City service shall receive longevity pay in the amount of three percent (3%) of their base rate of pay.

Longevity pay shall be additive and shall not be compounded with any other type of pay or incentive. For purposes of determining employee eligibility for longevity pay, as provided in this Section, years of service shall be determined by an employee's City Service Seniority as defined in Section 1.5, City Service.

ARTICLE 4 – RETIREMENT

4.1 RETIREES OR SURVIVOR DEPENDENTS

Eligible City retirees or eligible survivor dependents shall receive City retiree insurance contributions for medical, dental, and vision insurance benefits from the City as follows:

- a. The maximum City contribution toward the purchase of medical, dental, or vision insurance for retirees is up to three hundred dollars (\$300) per month for the retiree. A retiree with one (1) or more dependent(s) enrolled on the retiree's medical plan shall receive up to an additional sixty-five dollars (\$65) per month, for a total maximum monthly City contribution up to three hundred and sixty-five dollars (\$365). Retirees shall not receive any unused portion of the City contribution as cash.
- b. Retiree Insurance Contributions for Employees Retiring on or after July 1, 1992
 - (1) Employees retiring with thirty (30) or more years of City service shall be eligible for up to the City's maximum retiree health insurance contribution identified in subsection 4.1(a) above on the date of retirement without regard to age.
 - (2) Employees retiring with a minimum of twenty (20) full years of City service but less than thirty (30) full years of City service who are at least fifty (50) years of age shall receive up to one hundred

percent (100%) of the City's maximum retiree insurance contribution identified in subsection 4.1(a) above.

- (3) Employees retiring with a minimum of fifteen (15) full years of City service but less than twenty (20) full years of City service who are at least fifty (50) years of age shall receive up to seventy-five percent (75%) of the City's maximum retiree insurance contribution identified in subsection 4.1(a) above.
- (4) Employees retiring with a minimum of ten (10) full years of City service but less than fifteen (15) full years of City service who are at least fifty (50) years of age shall receive up to fifty percent (50%) of the City's maximum retiree insurance contribution identified in subsection 4.1(a) above.
- (5) There shall be no City retiree insurance contribution for retirees with less than ten (10) full years of City service.
- (6) An employee who does not retire from the Sacramento City Employee Retirement System or CalPERS within one-hundred twenty (120) days from the date of separation from City service shall not be eligible for the City's retiree insurance contribution and may not enroll in a City medical, dental, or vision plan.

c. Pre-Medicare Retirees

Pre-Medicare retirees who are not eligible for Medicare benefits may elect to participate in a City-sponsored medical plan or purchase a non-City medical plan. A retiree who elects to purchase a medical plan not sponsored by the City shall only be eligible to enroll in a City medical plan if the retiree enrolls with an effective date of coverage which is within two (2) years from the date their prior City medical coverage terminated.

d. Medicare Retirees

In order for Medicare eligible retirees to maintain eligibility for the City retiree health insurance contribution, each eligible retiree and eligible dependent must enroll in Medicare Parts A and B upon being eligible for such benefits. Medicare retirees may elect to participate in a City-sponsored Medicare medical plan or purchase an individual Medicare plan.

Medicare retirees who have enrolled in Parts A and B after becoming eligible for such benefits may elect to participate in a City-sponsored Medicare plan without restriction to the amount of time that the retiree has waived a City-sponsored medical plan. Medicare retirees may only enroll eligible dependents on their City-sponsored Medicare medical plan, if the eligible dependents have enrolled in Parts A and B. Non-Medicare

dependents may be enrolled as long as the retiree has been enrolled on a City non-Medicare plan within two (2) years of the effective date of coverage for enrollment of the non-Medicare dependent.

Medicare retirees who are eligible for Medicare Parts A and B who elect to purchase an individual medical plan shall only be reimbursed the cost of the individual premium associated with a Medicare Advantage, Medicare Supplemental, and/or Medicare Prescription Drug plan up to the City contribution identified in subsection 4.1(a), above.

e. Retiree Insurance Contribution Exclusion

Retirees who participate in another group medical plan as an employee or dependent spouse shall not be eligible for the City contribution identified in subsection 4.1(a) above.

f. Industrial Disability or Death in Line of Duty Survivors

Retirees who receive industrial disability pensions or death in-line-of-duty survivor benefits will be eligible for up to one hundred percent (100%) of the City's applicable maximum retiree insurance contribution regardless of years of service.

g. Survivor Dependents Benefits

Survivor dependents of eligible retirees shall be entitled to continue receiving the retiree insurance contribution. The benefit to survivor dependents shall be calculated as provided in subsection 4.1(b).

h. Limitation Clause

No employee or retiree shall have any rights provided by this Section 4.1 after ~~June 26~~September 15, 2028, 2026.

i. Elimination of Retirees or Survivor Dependents Benefits

No employee hired, reemployed, or rehired on or after July 20, 2012, shall be eligible for any benefits provided by this Section 4.1. Employees being recalled from layoff or transferring to unrepresented classifications after July 20, 2012, shall be ineligible for any benefits by this Section, unless the employee was eligible for retiree or survivor dependent benefits at the time of layoff or transfer.

4.2 PERS RETIREMENT PLAN AND CONTRIBUTION

a. Member Contribution to PERS Retirement Plan – Classic Members

(1) Miscellaneous

Executive Management, Mayor/Council Support, Executive Management Support, and Non-Career PERS eligible employees shall pay eight percent (8%) of salary to the PERS retirement plan. The PERS contract has been amended to reflect a cost-share agreement in which miscellaneous classic members shall, from the date of the amendment, pay the seven percent (7%) employee contribution and one percentage point (1%) of the employer contribution through PERS cost-share so that all 8% will be credited to the employee's account. Classic members in miscellaneous classifications shall qualify for the 2% at 55 benefit formula based upon the highest twelve (12) consecutive months of compensation.

(2) Police Safety

Executive Management Police Safety employees shall pay twelve percent (12%) of salary to the PERS retirement plan. The PERS contract has been amended to reflect a cost-share agreement in which Executive Management Police Safety classic members shall, from the date of the amendment, pay the nine percent (9%) employee contribution and three percentage points (3%) of the employer contribution through PERS cost-share. Classic members in Executive Management Police Safety classifications shall qualify for the 3% at 50 benefit formula based upon the highest twelve (12) consecutive months of compensation.

(3) Fire Safety

Executive Management Fire Safety employees shall pay twelve percent (12%) of the employer's contribution to the PERS retirement plan. The City shall pay up to nine percent (9%) of the member contribution to the PERS retirement plan on behalf of fire safety employees. The City's payments to the member contribution shall be reported to PERS as additional compensation for the purpose of retirement benefit calculations to the extent allowed by law (pay and report). The contract with PERS reflects the proper allocation of funds. Classic members of Executive Management Fire Safety classifications shall qualify for the 3% at 55 benefit formula based upon the highest twelve (12) consecutive months of compensation.

b. Member Contribution to PERS Retirement Plan – New Members

(1) Miscellaneous

Executive Management, Mayor/Council Support, Executive Management Support, and Non-Career PERS eligible employees hired after December 31, 2012, shall be members in the PERS on

terms consistent with Public Employees' Pension Reform Act (PEPRA). New members in miscellaneous classifications shall qualify for the 2% at 62 benefit formula, shall contribute 50% of the total normal cost of the PERS retirement plan, and retirement shall be based upon the highest thirty-six (36) consecutive months of compensation.

(2) Safety

Executive Management Safety employees hired after December 31, 2012, shall be members in the PERS on terms consistent with PEPRA. New members in safety classifications shall qualify for the 2.7% at 57 benefit formula, shall contribute 50% of the total normal cost of the PERS retirement plan, and retirement shall be based upon the highest thirty-six (36) consecutive months of compensation.

ARTICLE 5 – NON-CAREER EMPLOYEES

5.1 NON-CAREER BENEFITS

Except as provided herein, unrepresented non-career (+1,040) employees do not accrue benefits.

5.2 CITY HEALTH AND WELFARE CONTRIBUTION

- a. Employees in the classification of Fire Recruit shall receive the same City monthly health and welfare contribution amount as provided for the classification of Firefighter in the applicable Memorandum of Understanding.
- b. Employees in the classification of Police Officer Recruit and Community Service Officer (Limited-Term) shall receive the same City monthly health and welfare contribution amount as provided for the classification of Police Officer in the applicable Memorandum of Understanding.
- c. Employees in the classification of Dispatcher Recruit shall receive the same City health and welfare contribution amount as provided for the non-supervisory Dispatcher classification in the applicable Memorandum of Understanding.
- d. Non-Career employees under this Section are not eligible to receive any unused portion of the City contribution as cash.

5.3 POOL SAFETY CLASSIFICATIONS

Employees holding classifications designated as pool safety positions may be

eligible for additional compensation for qualifying work associated with the summer aquatics program. Such compensation is authorized solely for the purpose of recruiting and retaining qualified employees at City-operated swimming pools. Said employees shall be paid additional compensation as follows:

a. Certification Fee Reimbursements

Upon submittal of documents showing successful completion of the required water safety courses and receipts showing fees paid, the City shall reimburse eligible employees up to two hundred (\$200) for completing their certification course work.

b. Recruitment Incentive

Upon successful completion of eighty (80) hours of work in a designated pool safety classification, the City shall pay eligible employees a lump sum amount of two hundred dollars (\$200).

c. Retention Incentive

Upon successful completion of work during the entire summer aquatics season, the City shall pay eligible employees a lump sum amount of four hundred dollars (\$400).

5.4 GENERAL INTERN CLASSIFICATION

Individuals holding the classification of General Intern may be eligible for additional compensation for qualifying work. Additional compensation in the amounts described below is authorized solely for the purpose of recruiting and retaining qualified interns. General Interns may be paid additional compensation as follows:

a. General Interns

(1) Recruitment Incentive

Upon successful completion of eighty (80) hours of work, the City may pay eligible General Interns a lump sum amount of two hundred and fifty dollars (\$250).

(2) Retention Incentive

Upon successful completion of three hundred and twenty (320) hours of work, the City may pay eligible General Interns a lump sum amount of five hundred dollars (\$500).

b. General Interns in the City Attorney’s Office

(1) Recruitment Incentive

Upon successful completion of eighty (80) hours of work, the City may pay eligible General Interns working in the City Attorney’s Office a lump sum amount of five hundred dollars (\$500).

(2) Retention Incentive

Upon successful completion of four hundred (400) hours of work, the City may pay eligible General Interns working in the City Attorney’s Office a lump sum amount of one thousand and five hundred dollars (\$1,500).

5.5 TUITION REIMBURSEMENT – STUDENT TRAINEE

Employees in the classification of Student Trainee, who are in the Police Officer hiring pipeline, may be eligible for tuition reimbursement pursuant to Section 7.4.

ARTICLE 6 – LEAVES

6.1 ACCRUAL OF LEAVE HOURS OVER 24 PAY PERIODS

Unless provided otherwise in this Article, leave hours shall accrue over twenty-four (24) pay periods per year, during the first two (2) pay periods of each month.

6.2 VACATION

a. Employees shall be entitled to vacation allowances pursuant to the provisions of [§ 107 of the City Charter](#). Based on length of City service, the accrual of annual vacation allowances shall be as follows:

Non-Shift Command Hours

<u>Length of Service</u>	<u>Annual Vacation Allowance</u>
1 to 5 years	10 days/80 hours
5 years and 1 day to 15 years	15 days/120 hours
more than 15 years	20 days/160 hours

Shift Command Hours

<u>Length of Service</u>	<u>Annual Vacation Allowance</u>
1 to 5 years	112 hours
5 years and 1 day to 15 years	168 hours
more than 15 years	224 hours

- b. Vacation allowance administration shall be in accordance with the [Rules and Regulations of the Civil Service Board](#), unless an exception is authorized by the City Manager under appropriate circumstances. Employees other than Fire Assistant Chiefs assigned to Shift Command may accumulate a maximum of four hundred and eighty (480) vacation hours. Fire Assistant Chiefs assigned to Shift Command may accumulate a total of six hundred and seventy-two (672) hours. Once these maximums are reached, employees will no longer accrue vacation until such time as the employee's vacation leave balances fall below the applicable maximum.
- c. Employees who are eligible to receive a cash payment in-lieu of vacation leave, as provided for in [Article 8 § 107\(d\) of the Sacramento City Charter](#), may make an irrevocable election to receive such payment by foregoing the same number of vacation hours in the calendar year following election. Notification of the election must be made to the Payroll Division, Department of Finance, in writing by November 30. The in-lieu payment will be made to the employee on the last paycheck in March of the calendar year following the election. If the employee electing the in-lieu payment separates from City employment for any purpose before receiving the in-lieu payment, the employee forfeits any right to receive the payment, but will instead have their vacation leave balances credited with the amount of hours that would have accrued from January 1 to the last day of employment.

6.3 HOLIDAYS

a. Recognized Holidays

Except as otherwise provided, the following shall be recognized holidays for eligible employees:

<u>Holiday</u>	<u>Date</u>
New Year's Day	January 1
Martin Luther King's Birthday	Third Monday in January
Washington's Birthday	Third Monday in February
Cesar Chavez's Birthday	March 31
Memorial Day	Last Monday in May
<u>Juneteenth</u>	<u>June 19</u>
Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving	Friday after Thanksgiving
Christmas Eve (4 hours)	December 24
Christmas Day	December 25

New Year's Eve (4 hours) December 31

b. Eligibility

- (1) To be eligible for holiday pay, the employee must be in a paid work status the scheduled workday before and after the recognized holiday. Any payable leave time, such as vacation, and sick shall be considered hours worked for the purpose of holiday pay eligibility.
- (2) A part-time employee, including an employee in a work-sharing program, and non-career (+1,040) employee shall receive the recognized holiday benefit based upon the number of hours the employee was paid in that workweek as follows:

Number of Recognized Holidays in the Workweek	Minimum Number of Paid Hours in the Workweek	
	<u>50% Benefit</u>	<u>100% Benefit</u>
0.5	18	28.8
1.0	16	25.6
1.5	14	22.4
2.0	12	19.2

An employee paid for less than the minimum number of hours required for the 50% benefit shall receive no recognized holiday benefit.

- (3) Non-career (-1,040) employees shall not receive recognized holiday benefits.

c. Holiday Observance

- (1) If an employee's scheduled days off are Saturday and Sunday during a standard City workweek in which a recognized holiday falls, the following shall apply:
 - i. If the recognized holiday falls on a Saturday, the preceding Friday shall be considered the employee's holiday.
 - ii. If the recognized holiday falls on a Sunday, the following Monday shall be considered the employee's holiday.
- (2) If an employee's schedule differs from the traditional Monday-Friday workweek in which a recognized holiday falls, the following shall apply:
 - i. The actual dates as listed above shall be considered as the employee's holiday.

- ii. If the recognized holiday falls on the employee's scheduled day off, the employee shall receive holiday earned for the hours of the holiday benefit.

d. Employee Holiday Earned Accrual (Non-Safety)

Executive Management (Unit 20), Mayor/Council Support (Unit 21), and Executive Management Support (Unit 22) employees (excluding department heads, classifications above department head, Deputy Fire Chiefs, Deputy Police Chiefs, Fire Assistant Chiefs (all shifts), and the Fire Marshal) who are required by their supervisors to work on a holiday shall receive Holiday Earned leave for those hours actually worked on a holiday up to a maximum of eight (8) hours for a full holiday or four (4) hours for a half holiday.

- e. Employees may accumulate a maximum of eighty (80) hours of Holiday Earned hours pursuant to (c) and (d), above. Once the maximum is reached, there shall be no further Holiday Earned accrual until the employee's balance falls below eighty (80) hours. Holiday Earned may be taken by the employee at the discretion of the department head.

f. Holiday Hours for Deputy Fire Chiefs, Deputy Police Chiefs, Fire Assistant Chiefs Not Assigned to Shift Command, and Fire Marshal

Deputy Fire Chiefs, Deputy Police Chiefs, Fire Assistant Chiefs not assigned to Shift Command, and Fire Marshal regularly scheduled to work on a recognized holiday shall receive Holiday Earned leave up to a maximum of eight (8) hours for a full holiday or four (4) hours for a half holiday. Holiday Earned accumulations shall be limited to a maximum carryover of forty (40) hours from the preceding calendar year. Effective the pay period which includes January 8 of each year, earned holiday hours in excess of forty (40) shall be paid to the employee in cash at the employee's regular rate of pay for that pay period.

g. Floating Holidays

(1) Accrual

- i. In addition to the recognized holidays specified above, except as provided below, employees shall receive the equivalent of two (2) floating holidays per fiscal year on an accrual basis as follows:
 - 1. Each full-time Executive Management, Mayor/Council Support, and Executive Management Support employee shall accrue sixteen (16) hours of floating holiday per calendar year at the rate of forty (40) minutes on each of the first two (2) paychecks each

month, as long as the employee is in paid status forty (40) or more hours of salary on the paycheck that the accrual would occur.

2. A part-time Executive Management, Mayor/Council Support, or Executive Management Support employee, including an employee in a work sharing program, or a non-career (+1,040) employee shall accrue floating holiday credit based on the number of hours for which the employee was paid in that bi-weekly pay period: 64 or more hours paid = 100% accrual [forty (40) minutes per each eligible paycheck]; 40-63.9 hours paid = 50% accrual [twenty (20) minutes per each eligible paycheck].

ii. Non-career (-1,040) employees shall not receive floating holiday benefits.

(2) Administration

i. The scheduling of floating holiday time must be approved in advance by the Appointing Authority or designated representative.

ii. An employee may carry-over from the preceding calendar year a maximum of eight (8) hours of floating holiday accrual. There shall be no cash out of floating holiday hours, either annually or upon separation.

h. Holiday Hours for Fire Assistant Chief Assigned to Shift Command

(1) In lieu of the recognized holidays identified in Section 6.3(a), Recognized Holidays, Fire Assistant Chiefs who are assigned to the Shift Command schedule shall be credited with holiday accrual at the rate of six (6) hours and thirty-two (32) minutes on the first two paychecks of each month. Employees may accumulate twenty-four (24) hours of holiday leave, after which all remaining accruals shall be paid to the employee at the employee's base rate of pay including, if eligible, the contractual longevity incentive described in Section 3.9, Longevity Pay (City Charter).

(2) Holiday hours shall be credited to an employee consistent with (h) (1) only while the employee is in paid status.

(3) Holiday hours shall be used to offset vacation time as follows:

i. Employees earning ten (10) vacation days per year: Holiday Earned = 1:36/shift

- ii. Employees earning fifteen (15) vacation days per year:
Holiday Earned = 3:00/shift
- iii. Employees earning twenty (20) vacation days per year:
Holiday Earned = 1:36/shift
- iv. Employees earning twenty (20) vacation days per year and
who sell back one (1) week in lieu of vacation: Holiday
Earned = 3:00/shift

(4) Fire Assistant Chiefs who are returning from a Shift Command schedule shall convert any accrued holiday hours in a manner consistent with Section 2.2(b).

i. Closure of Operations on Half Holidays

The City may opt to close operations on Christmas Eve or New Year's Eve. If operations are closed on a designated half holiday, employees are expected to account for their time by using an appropriate form of paid leave or unpaid time off consistent with City policy.

6.4 MANAGEMENT LEAVE TIME

- a. Executive Management and Mayor/Council Support employees exempt from the overtime provisions of FLSA shall not accrue compensating time off or earn overtime pay for time worked in excess of eight (8) hours per day or forty (40) hours per week but shall be expected to devote as much time to their employment as may be necessary for the efficient operation of City government.
- b. Executive Management and Mayor/Council Support employees determined by the City to be exempt from the overtime provisions of the FLSA shall be credited with eighty (80) hours of management leave time each calendar year, with the time posted to each employee's leave balances the first pay period in January. Executive Management and Mayor/Council Support employees appointed after January 1 of a calendar year shall be entitled to a pro rata share of eighty (80) hours of management leave time based upon the number of full months remaining in that calendar year. Management leave time shall be useable upon being credited, subject to the approval of the immediate supervisor.

Full-time career Executive Management and Mayor/Council Support employees who receive management leave time pursuant to this subparagraph shall have the option to receive a cash payment for up to forty (40) hours in lieu of the equivalent management leave accruals in the calendar year following the date the employee makes the election. The following rules shall govern this optional payment:

- (1) Any employee exercising such option shall be required to sign an appropriate form requesting payment in lieu of up to forty (40) hours of management leave time which shall be submitted to Payroll no later than November 30.
 - (2) Any employee exercising the option to receive cash in lieu of management leave time shall have the commensurate leave value debited from their leave balances when the payout is processed.
 - (3) The employee shall receive the in-lieu payment on the first paycheck in February of the year following the date of the election.
 - (4) Payment for up to forty (40) hours shall be calculated using the employee's hourly rate of pay on the date that the in-lieu payment is made.
- c. Management leave time shall not accumulate from year to year, and any management leave time not used or cashed out pursuant to the terms of this Section shall be forfeited on December 31 of the calendar year in which it was credited.
 - d. There shall be no cash out of management leave time upon separation.
 - e. Part-time Executive Management and Mayor/Council Support employees shall be credited with a prorated amount of management leave.

6.5 ADMINISTRATIVE LEAVE TIME

- a. Executive Management Support employees shall be credited with twenty-four (24) hours of administrative leave time each fiscal year. Such time will be posted in the first pay period in July. Executive Management Support employees hired after July 1 of a fiscal year shall be entitled to a prorated share of administrative leave time based upon the number of full months remaining in that fiscal year. Administrative leave time shall be useable upon being credited, subject to the approval of the employee's immediate supervisor.
- b. Administrative leave time shall not accumulate from fiscal year to fiscal year, and any administrative leave time not used in the fiscal year in which it was awarded shall be forfeited. There shall be no cash out of administrative leave time.
- c. Part-time Executive Management Support employees shall be credited with a prorated amount of administrative leave.

6.6 SICK LEAVE

a. Accrual and Usage

- (1) A full-time employee shall accrue sick leave credits at the rate of four (4) hours on each of the first two (2) paychecks each month, which may be used by the employee in the event of illness or injury which is not job-related. Part-time career and non-career employees earn sick leave on a pro-rata basis per the [Rules and Regulations of the Civil Service Board](#) and/or [California's Healthy Workplaces, Healthy Families Act of 2014](#).
- (2) Employees who have sick leave of at least four hundred and eighty (480) hours on regular schedules or six hundred and seventy-two (672) hours on Shift Command schedules on the last day of the pay period ending on or before November 1 in any calendar year may make an irrevocable election to forego the sick leave accrual of not more than twenty-four (24) hours on standard schedules or thirty-three point six (33.6) hours on Shift Command schedules during the following calendar year and receive instead a cash payment for the number of sick leave hours designated in the election.
- (3) Notification of the irrevocable election must be made in writing to the Payroll Division, Department of Finance, between November 1 and November 30. The payment will be made on the last paycheck in May of the calendar year following the irrevocable election. Payment shall be made at the hourly rate of pay the employee is receiving at the time the payment is made.
- (4) If the employee electing the payment is separated from City employment before receiving the payment, the employee forfeits any right to the payment, but will instead have their sick leave balances credited with the sick leave hours the employee would have accrued from the January 1 following the date of election to the last day of employment.

b. Sick Leave Cash Out

(1) PERS

- i. PERS members hired, reemployed, or rehired prior to January 1, 2005, with more than twenty (20) years of continuous City service, are eligible to cash out sick leave upon separation for reasons of retirement, resignation, layoff or death as follows:
 1. Eligible employees may receive a cash payment equal to thirty-three and one-third percent (33-1/3%)

of the total sick leave credits accumulated (to the nearest full day) by the employee on the date of their retirement, resignation, or layoff.

2. Eligible employees with an effective retirement date from PERS within one hundred twenty (120) calendar days of their separation from City service may also convert any or all of their total sick leave credits accrued, less any payment received pursuant to subparagraph 1, above, to PERS service credit as of the date of their retirement consistent with and pursuant to the PERS contract with the City, as amended.
3. Individuals identified pursuant to [California Government Code § 53245](#) as being the person designated on the employee's "Designation of Person Authorized to Receive Warrants," or in the absence of an identified person pursuant to California Government Code § 53245, persons entitled by law to the possession of the estate of a deceased employee who was eligible to cash out sick leave credits pursuant to subparagraph 1, above, may receive payment for thirty-three and one-third (33-1/3%) of the total sick leave credits accumulated (to the nearest full day) by the employee on the date of the employee's death.
 - ii. Employees hired, reemployed, or rehired on or after January 1, 2005, shall not be eligible for cash out payment of any portion of accumulated sick leave credits.
 - iii. PERS members may convert their sick leave balance to service credit pursuant to the PERS contract with the City upon separation of employment from the City for retirement, without regard to date of hire, reemployment, or rehire.
 - iv. No employee whose services are terminated by reason of discharge for cause shall be eligible for payment of any portion of accumulated sick leave credits.

(2) SCERS

Upon retirement, SCERS members eligible to accumulate sick leave credits shall receive a cash payment representing the value of thirty-three and one-third percent (33-1/3%) of the sick leave

credits (rounded to the nearest full day) accumulated to the date of retirement.

- c. Except as provided herein, no payments made or sick leave credits accumulated shall be construed or deemed to constitute retirement benefits payable to employees of the City.
- d. The [Rules and Regulations of the Civil Service Board](#) relating to the administration of sick leave privileges and benefits shall apply to all covered employees.

6.7 PARENTAL PAY

Pursuant to the City's [Leave Administration Policy](#), full-time employees who have completed at least three (3) years of full-time career City service from the most recent date of hire are eligible for parental pay of up to one hundred and sixty (160) hours of continuous time off. Part-time employees who have completed at least three (3) years of career City service from the most recent date of hire are eligible for parental pay of up to eighty (80) hours of continuous time off. Required career service must be completed preceding either:

- a. The birth of a child who resides with the employee and for whom the employee has physical and legal custody; or
- b. The adoption of a child under age four (4) who resides with the employee and for whom the employee has physical and legal custody.

6.8 INJURY-ON-DUTY

- a. Full-time career employees shall receive benefits for injuries suffered in the performance of their duties consistent with [§ 253 of the City Charter](#). In the event changes are made to the City Charter, those changes shall supersede the provisions of this Resolution. To the extent permitted by law, the City shall receive a credit for the benefits provided pursuant to Charter § 253 against future workers' compensation benefits.
- b. Safety employees may also be entitled to benefits pursuant to California Labor Code § 4850, as amended.
- c. If the employee qualifies for temporary disability benefits after exhausting the one-year leave of absence for workplace injuries described in Charter § 253, the employee may use accrued leave balances to replace any loss of income. The employee may use full or partial days of leave pursuant to policy for this purpose, but in no event shall the cumulative amount received from temporary disability payments and the use of leave balances exceed the hourly rate of pay of the employee as of the date of injury.

6.9 COURT LEAVE

- a. When an employee is absent from work to testify in response to a properly served subpoena issued by a court of competent jurisdiction in a non-work-related matter to which the employee is not a party, to serve on a jury, or to report for jury duty examination, the employee shall be granted pay for those hours which the employee is absent for such reason. The City may require the employee to elect to be on telephone alert for jury duty and remain on the job until such time as called to testify or serve jury duty. When an employee is required to be on telephone alert, the employee will cooperate with the court or jury commissioner and the City will be responsible to ensure that the employee is available. Pay for work time lost shall be computed at the employee's regular rate of pay at the time of such absence.
- b. If a swing shift or graveyard shift employee has served an amount of time that exceeds one-half of the employee's next scheduled shift in court or on jury duty, the employee will notify the supervisor in advance of the start time so they will be excused from the shift. If the employee is in court or on jury duty less than one-half the shift, the employee will be required to work.
- c. In lieu of the shift after service on court leave, a graveyard shift employee may request to take off the shift prior to court leave, provided that if the employee serves less than one-half of the shift, they will be required to use vacation or other leave accruals to cover the shift.
- d. To receive pay for work time lost, an employee must provide the City with a statement signed by an official of the court certifying the employee's service as a witness or juror or appearance in court for such purposes, the date or dates of attendance, the time released from attendance and the compensation paid exclusive of any transportation and subsistence allowance.
- e. The City reserves the right to require the employee to reimburse the City for all witness fees or jury remuneration received, less transportation and subsistence allowance.
- f. When a non-career employee is regularly scheduled to work and is ordered to appear in court or report for jury duty, such employee shall be entitled to court leave benefits in accordance with the above-stated procedure.

6.10 CATASTROPHIC LEAVE

Employees are entitled to catastrophic leave pursuant to, and consistent with, the City's [Leave Administration Policy](#).

6.11 BEREAVEMENT PAY

An employee may receive up to twenty-four (24) working hours of City bereavement pay for time taken off for the death of the employee's spouse, registered domestic partner, parent, sibling, child, grandchild, or grandparent. The employee may use sick leave as outlined in the [Rules and Regulations of the Civil Service Board](#) for additional time off or to attend to other death, bereavement, or funeral needs.

Bereavement Pay is expressly excluded from the conversion requirements set forth in Article 2.2 (b) of the Agreement for Fire Assistant Chief on Shift Command.

6.12 FAMILY AND MEDICAL LEAVE

Employees may be entitled to leave pursuant to the Family and Medical Leave Act (FMLA), the California Family Rights Act (CFRA), and/or Pregnancy Disability leave (PDL) consistent with the City's [Leave Administration Policy](#).

6.13 PERSONAL TIME OFF

- a. Full-time career employees who have completed ten (10) full years of City service shall be credited with twenty-four (24) hours of personal leave at the beginning of the first pay period in January of each year. Part-time career employees who have completed ten (10) full years of City service shall be credited with a prorated amount of time based on their regular schedule.
- b. Personal leave shall not accumulate from year to year and shall have no cash value. If an employee is unable to use all of the time by the end of the calendar year based on operational need, the Department may approve carry-over to the next year. In all other cases, the time shall be forfeited.
- c. Non-career employees are not eligible for personal leave benefits.
- d. Personal Time Off is expressly excluded from the conversion requirements set forth in Article 2.2 (b) of the Agreement for Fire Assistant Chief on Shift Command.

6.14 PAID CITY LEAVE (PCL)

- a. Employees who were both in an unrepresented classification in Units 20, 21, or 22, and on the payroll on April 9, 2022, were granted thirty-five (35) hours of Paid City Leave (PCL). Employees who were both in an unrepresented classification in Units 20, 21, or 22, and on the payroll on October 31, 2022, were granted thirty-five (35) hours of PCL. This PCL shall not expire and shall have no cash value except upon separation from City service. Employees with a balance of the PCL upon separation shall

receive a payment for the PCL balance at the straight time rate of pay they are receiving at the time of the payment, less ordinary payroll deductions.

- b. The total maximum number of PCL an employee may receive is seventy (70) hours. Employees who promote or transfer to a classification covered by the Unrepresented Resolution and who previously received PCL hours while employed in a represented classification covered by a memorandum of understanding (MOU) that provided PCL, may carry over the balance of their remaining PCL hours, if any. However, under no circumstance will any employee be provided more than a total of seventy (70) PCL hours.

ARTICLE 7 – REIMBURSEMENTS AND ALLOWANCES

7.1 TRANSPORTATION AND PARKING ALLOWANCES

a. Reimbursement for Use of Privately-Owned Vehicles

- (1) Charter Officers or their designees may offer reimbursement for the use of privately-owned vehicles on City business or as compensation in lieu of the use of City vehicles on City business subject to the limits identified in this Article. Employees receiving a vehicle allowance prior to August 8, 2013, may continue to receive the amount of that reimbursement, even if in excess of the limits set below:

Executive Team Members	\$500/month
Division Managers	\$250/month
Professional Level	\$0 - \$175/month
Support/Miscellaneous Staff	\$0 - \$100/month

- (2) Executive Management and Mayor/Council Support employees shall receive City-provided parking. Executive Management Support employees are eligible for City-provided parking.
- (3) Employees receiving less than two hundred and fifty dollars (\$250) in monthly vehicle allowance may receive out-of-town mileage reimbursement. Reimbursement for out-of-town mileage shall be at the general mileage reimbursement rate (minus twenty-five (25) miles for individuals receiving a monthly vehicle allowance) or comparable coach airfare, whichever is lower.

- b. Any automobile operated on City business by any employee receiving a monthly vehicle allowance shall be insured against liability in persons and property, including wrongful death, in an amount at least equal to \$100,000

per person, \$300,000 per accident, and property damage limits at least equal to \$50,000 (100/300/50).

c. Monthly Bus Transportation Reimbursement

(1) Sacramento Regional Transit District (SRTD)

Full-time Executive Management, Mayor/Council Support, and Executive Management Support employees who utilize SRTD for home-to-work transportation are eligible to receive an eighty percent (80%) City-paid SRTD monthly non-zone sticker pass in lieu of the City-paid parking and vehicle allowance. Part-time employees shall be eligible for a fifty percent (50%) price discount on the monthly non-zone sticker pass. The employee must notify the Department of Finance, Revenue Division, prior to the first day of the month to obtain the monthly pass discount for that next month. Non-career employees shall not be eligible for the allowance. An employee who receives a reimbursement for use of a privately-owned vehicle shall not be eligible for benefits under this Section.

(2) Other Public Transportation

Eligible full-time employees, as described in Section 7.1(c)(1), who regularly utilize other public transportation regulated by the Public Utilities Commission or the equivalent for home-to-work commuting, are eligible for monthly transit pass reimbursement up to eighty percent (80%) of the cost in lieu of City-paid parking and vehicle allowance. Eligible part-time employees, as described above, shall be eligible for a fifty percent (50%) monthly reimbursement. The employee must present the required proof of purchase to the Department of Finance, Revenue Division, prior to the first day of the month to obtain reimbursement. The amount of monthly reimbursement shall not exceed one hundred and twenty dollars (\$120). An employee who receives a reimbursement for use of a privately-owned vehicle shall not be eligible for benefits under this Section.

(3) Downtown Parking Subsidy

i. — Eligible full-time Executive Management Support employees, as described above, who work in the downtown area, shall receive a ninety dollar (\$90) per month transportation allowance. Part-time Executive Management Support employees who work in the downtown area shall receive a sixty dollar (\$60) per month transportation

allowance. Non-career employees shall not be eligible for the allowance.

ii. Employees who receive City-paid parking as described in 7.1 shall not be eligible for the downtown parking subsidy.

d. Discounted Parking Rates

Discounted parking will be available to Executive Management Support employees, on a first-come, first-serve basis, for parking spaces in the Memorial Garage at a cost of seventy percent (70%) of the regular Memorial Garage monthly rate. This means that the employee discounted rate is thirty percent (30%) off the full monthly rate.

e. City Vehicle Retention

The City Manager/Charter Officers may authorize overnight home retention of City vehicles for public safety assignments, on-call assignments, and other special or emergency assignments. Employees having custody of City vehicles must reside within thirty-five (35) air miles from the freeway interchange at W-X, 29th-30th Streets, so as to provide the citizens of this City with an effective response capability to emergencies.

7.2 FIRE UNIFORM ALLOWANCE

Safety management personnel employed in the Fire Department shall receive a uniform allowance of thirty-five dollars (\$35) bi-weekly for the purchase of regulation items of uniform that the Fire Department requires to be worn as a condition of employment.

7.3 POLICE UNIFORM ALLOWANCE

Safety management personnel employed in the Police Department shall receive a uniform allowance of thirty-five dollars (\$35) bi-weekly for the purchase of regulation items of uniform that the Police Department requires to be worn as a condition of employment.

7.4 TUITION REIMBURSEMENT

Employees will be reimbursed for the cost of tuition up to a maximum of one thousand and five hundred dollars (\$1,500) per calendar year, pursuant to the City's Employee Educational Assistance Program, as amended. Except as provided in Section 5.5, Tuition Reimbursement, non-career employees are not eligible for tuition reimbursement.

7.5 STATE OF CALIFORNIA BAR DUES

The actual cost of mandatory State Bar dues shall be paid for employees in attorney classifications in the City Attorney's Office. In the sole discretion of the City Attorney, the City Attorney may approve reimbursement, from the budget of the employing department, for other licensed City employee attorneys whose legal skills and abilities represent a significant benefit to the City. The City Attorney may authorize such reimbursement after being provided documentation establishing payment was made by the employee requesting the reimbursement.

7.6 REQUIRED LICENSES AND CERTIFICATIONS

Where the City requires that an employee maintain a license and/or certification, the Department Head or designee may, on a case-by-case basis, reimburse the employee for costs associated with the renewal of such license. This Section shall not apply to driver's licenses.

7.7 CONTINUING EDUCATION

When the City requires that an employee maintain a license or certificate which mandates continuing education units (CEUs) to maintain the license or certificate, the employee is responsible for obtaining the CEUs. The City may provide the needed CEUs or reimburse the employee for the cost of such training.

7.8 BILINGUAL PAY

- a. The City may authorize bilingual pay when it is determined to be operationally necessary. The City shall determine what languages are appropriate for such pay and the number of employees to be certified. To be eligible for bilingual pay the employee must be determined to be verbally proficient and, if necessary for the assignment, proficient in the written language. The City will arrange the certification and testing process necessary to authorize the bilingual pay.
- b. Bilingual pay shall be paid at the rate of forty dollars (\$40) per month for any month in which the employee is certified. An employee who is receiving bilingual pay may be required to provide assistance to any City operations.

7.9 TECHNOLOGY ALLOWANCE

- a. If the City requires an employee in the Executive Management, Executive Management Support, or Mayor/Council Support unit to be generally accessible via technology device for the conduct of City-related business, the City shall provide a technology allowance in accordance with the provisions of this Section.

- b. Employees in the Executive Management, Executive Management Support, or Mayor/Council Support units may be authorized a monthly technology allowance of up to one hundred dollars (\$100).
- c. Upon approval of the technology allowance, the employee shall provide and maintain a personal cellular phone and service that is available to conduct City-related business. The employee shall provide, and the City may publish, the cellular phone number to designated individuals and organizations with whom the employee normally conducts City-related business.

7.10 NOTARY PAY

An Executive Management Support employee who is required to maintain, or who obtains for City benefit, a notary registration shall receive a monthly certification pay of thirty dollars (\$30).

ARTICLE 8 – MISCELLANEOUS

8.1 RESTRICTIONS UPON OFFICERS AND EMPLOYEES

- a. Consistent with Sacramento City Code 2.16.010, no employee shall be interested directly or indirectly in any contract or transaction with the City or with any department, board, officer or employee thereof, nor become surety for the performance of any contract made with or for the City upon bonds given to the City.
- b. No employee shall receive any commission, money or thing of value, or derive any profit, benefit or advantage, directly or indirectly, from or by reason of any dealings with or service for the City by the employee or others, except the lawful compensation paid to such employee.
- c. No employee shall hold status in more than one (1) classification, nor receive more than one (1) salary from the City for the same work or hours of work.

8.2 OFF-DUTY EMPLOYMENT OF EXEMPT EMPLOYEES

- a. Employees shall not engage in any other employment, work, profession, business, or enterprise that is inconsistent, incompatible, in conflict with or adversely affects the performance of their duties, or that is contrary to the most effective performance of the mission of City management or the best interests of the City.
- b. Employees shall not accept any off-duty employment without the express consent, in advance, of the Appointing Authority or designated representative.

- c. Employees shall submit annual requests for approval for off-duty employment at the beginning of each fiscal year.
- d. An employee shall not work:
 - (1) In any employment, which will tend to bring discredit upon City management, or which is detrimental to City goals, or which will reduce an individual's efficiency or usefulness as a City employee.
 - (2) In any employment requiring an affiliation, membership, or allegiance tending to influence conduct in a manner inconsistent with the proper discharge of responsibilities to the City or the public interest.
 - (3) In any employment for any other municipality or political subdivision of the state or federal government (except with the express written authorization of the Appointing Authority).
 - (4) In any off-duty position while on sick leave or injured-on-duty status.
- e. An employee may request authorization for off-duty employment by forwarding a letter of request to the Appointing Authority. The letter should provide details concerning the type of employment, expected duration of employment, and the employer's name.
- f. The Appointing Authority will notify in writing to the employee of action taken on the request for off-duty employment. A copy of the letter will be retained in the employee's personnel file.
- g. Authorization for off-duty employment may be revoked at the discretion of the Appointing Authority at any time.
- h. Part-time, seasonal, or limited-term employees are not subject to the restrictions of this Section.

8.3 PAYROLL ERRORS

- a. In the event an error has been made, including but not limited to the payment of an employee's salary, overtime payment or leave accruals, balances or usages, the City shall, for purposes of future compensation, adjust such compensation to the correct amount, and give written notice to the employee.
- b. In the event an employee received an overpayment, reimbursement to the City shall be mutually agreed to between the parties and shall be accomplished by:
 - (1) Lump sum payment by the employee;

- (2) A one-time deduction from useable vacation, compensating time off (CTO), or holiday credit balances equivalent to the overpayment at the employee's current hourly rate;
- (3) A repayment schedule through payroll deduction; and/or
- (4) Other means, as may be mutually agreed between the parties.

No repayment schedule shall exceed fifty-two (52) pay periods in duration, except that if the employee does not agree to a voluntary repayment schedule, which leads to collection efforts or other legal remedies, the overpayment collection shall not exceed twenty-six (26) pay periods.

- c. No action shall be taken to enforce repayment of an overpayment, or to correct an underpayment, unless action is taken within two (2) years from the ending date of the pay period in which the error is discovered. "Action is taken" as used in this Section shall mean written notice to the employee in the case of an overpayment, or written or oral notice to the City in the case of an underpayment error.

8.4 RETIREE COURT APPEARANCE FEES

A retired City employee who is subpoenaed to appear in court on behalf of the City in their capacity as a former City employee shall receive a court appearance fee if the employee reports at the time specified for their particular testimony regardless of whether the employee is ultimately required to testify. The court appearance fee shall be one hundred twenty-five dollars (\$125) for a full day or seventy-five dollars (\$75) for a half day, which is defined as four hours or less. Nothing herein shall serve to establish an employment relationship for any purpose, including, but not limited to, employee benefits, reimbursements, compensation, court cancellation fee, or any other rights.

8.5 OUT-OF-CLASSIFICATION PAY

- a. Unit 09

Temporary assignments to higher classifications shall be permitted only in those classifications where, in the judgment of the Department Head or designee, it is necessary to maintain proper and efficient departmental operations. An employee temporarily assigned to perform the duties of a higher classification shall be compensated for the duration of the out-of-classification assignment by the payment of five percent (5%) of the base rate of pay the employee received prior to the out-of-classification assignment, or the salary provided for in Step 1, as applicable, of the higher classification, whichever is greater, but not to exceed top step of the higher classification. Departments shall establish internal tracking and approval systems for out-of-classification pay administration.

b. Units 20, 21, and 22

If a supervisor assigns an employee to perform the full range of duties of a higher classification, the employee shall receive out-of-classification pay up to a maximum of ten percent (10%) the employee's base rate of pay, but not more than the maximum salary of the higher classification. A department head may approve out-of-classification pay greater than ten percent (10%) with written justification and approval by the appropriate Charter Officer. Employees shall not receive out-of-classification pay in a department head's absence, unless the department head is on a leave of absence of at least ten (10) consecutive calendar days for a reason identified in the City's [Leave Administration Policy](#), and the full range of responsibilities and decision-making authority of the department head has been delegated to the employee. Additionally, employees are not eligible for out-of-classification pay when their job specification states they may act in the absence of the department head.

8.6 SALARY STEPS FOR EMERGENCY MEDICAL SERVICE TRAINEE (EMS TRAINEE)

- a. EMS Trainee shall be a non-career, part-time classification for recruiting and training to learn the duties of a Fire Service Paramedic for the Sacramento Fire Department.
- b. The EMS Trainee classification shall consist of five (5) salary steps with five percent (5%) between steps.
- c. Employees in the classification of EMS Trainee shall be advanced to the next higher step of the salary range of the classification upon successful completion of twenty-six (26) weeks (520 hours) of service. Employees who thereafter maintain a normally satisfactory level of performance shall be advanced automatically at fifty-two (52) week (1,040 hours) intervals to succeeding steps of the assigned salary range.

8.7 SALARY RANGE ADJUSTMENTS FOR DESIGNATED CLASSIFICATIONS

Unrepresented classifications in the Executive Management (Unit 20), Mayor/Council Support (Unit 21), and Executive Management Support (Unit 22) units, who have similar or equivalent classifications in the Sacramento City Exempt Employees Association (SCXEA) shall receive salary range adjustments by the same percentage, and on the same dates, as salary range adjustments received by the SCXEA classifications. In addition, a salary compaction review will be performed to ensure the City maintains minimum spreads between SCXEA classifications and higher-level unrepresented classifications. Any needed range adjustments will take place as soon as practicable following implementation of SCXEA range increases and after the City Council approves the rates (salary

schedule) for the unrepresented classifications at a public meeting pursuant to the California Code of Regulations § 570.5.

No department head or classification above department head shall be considered similar or equivalent to any SCXEA classification.

The City retains sole discretion to determine which job classifications represented by SCXEA are similar or equivalent to any unrepresented classification.

8.8 ONE-TIME LUMP SUM PAYMENT

Within forty-five (45) calendar days after adoption of this Resolution by the City Council, the City will provide a one-time lump sum payment of five hundred dollars (\$500), less normal and customary payroll deductions, to all employees covered by this Resolution, except Department Directors and Assistant City Managers. Only employees who are on the payroll and employed in a classification covered by this Resolution on the pay period end date for which the payment is processed shall be eligible for the One-Time Lump Sum Payment.

City of
SACRAMENTO

**Personnel Resolution Covering
Compensation for Council Appointed Officers**

~~February 3~~ May 5, 2026

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ARTICLE 1 – GENERAL PROVISIONS

1.1 APPLICABILITY

- a. The terms of this Resolution shall apply to Charter Officers and the Director of Public Safety Accountability unless superseded by an employment contract approved by the City Council. This Resolution does not apply to any employee appointed as a retired annuitant.
- b. The term “compensation” as used in this Resolution shall refer to and include all forms of compensation including, but not limited to, salaries, retirement benefits, City provided health and welfare insurance, and fringe benefits.
- c. The term “Employee” as used in this Resolution shall refer to the Charter Officers and the Director of Public Safety Accountability.
- d. The term “Charter Officer” as used in this Resolution shall refer to the City Attorney, City Auditor, City Clerk, City Manager, and City Treasurer.

1.2 TYPE OF APPOINTMENTS

Nothing in this Resolution shall create an express or implied covenant or contract or create a property right or tenure for any employee covered by this Resolution. All employees covered by this Resolution serve at the pleasure of the Mayor and Council. Consequently, just cause need not be established to impose discipline, and employees covered by this resolution have no rights to appeal the imposition of discipline.

1.3 CITY SERVICE

City service for purposes of calculating benefits and leave accruals shall be calculated using each employee’s cumulative career employment with the City. For career part-time employees, City service shall be prorated. The use of prior employment for calculating the City service for rehired employees shall not create a right to retroactive benefits.

1.4 HOURS OF EMPLOYMENT

- a. The pay period for employees shall begin at 12:01 a.m. Saturday and end at 12:00 midnight the following Friday.
- b. Each of the employees is exempt from the overtime provisions of FLSA and are expected to work any amount of time required to perform the duties of their positions.

ARTICLE 2 – FRINGE BENEFIT PLAN/HEALTH AND WELFARE

2.1 HEALTH AND WELFARE CONTRIBUTION (CITY CONTRIBUTION)

- a. The City shall administer a Cafeteria Plan (Plan) for employees consistent with Section 125 of the Internal Revenue Code. The details of Plan eligibility and operations requirements are set forth in the Plan documents. The City shall make contributions as defined in this § 2.1 to each employee who participates in a City-sponsored health plan. One-half (1/2) of the City contribution will be made to employees on each of the first two (2) paychecks in each month.

b. For Plan Years Prior to the Effective Date of Subsection (2), the City contributions shall be as follows:

b.(1) Employee Only

The City contribution for an employee enrolled in a City-sponsored medical plan for employee only shall be up to a maximum of nine hundred seventy-one dollars (\$971) per month.

b.(2) Employee Plus One (1) Dependent

The City contribution for an employee enrolled in a City-sponsored medical plan for employee plus one (1) dependent shall be one thousand five hundred forty-five dollars (\$1,545) per month.

b.(3) Employee Plus Two (2) or More Dependents

The City contribution for an employee enrolled in a City-sponsored medical plan for employee plus two (2) or more dependents shall be two thousand fifty-one dollars (\$2,051) per month.

c. Effective May 16, 2026, with the increased contribution first appearing on the paycheck issued for June 09, 2026, for plan year 2026, for plan year 2026, the contribution shall be as follows:

(1) For full-time employees enrolled in a City-sponsored medical plan for employee only, the City contribution shall be one thousand fifty-one dollars (\$1,051) per month.

(2) For full-time employees enrolled in a City-sponsored medical plan for employee plus one (1) dependent, the City contribution shall be one thousand six hundred seventy-four (\$1,674) per month.

(3) For full-time employees enrolled in a City-sponsored medical plan for employee plus two (2) or more dependents, the City

contribution shall be two thousand two hundred thirty dollars (\$2,230) per month.

- d. Effective the first benefits eligible paycheck of 2027 for plan year 2027, the City shall contribute fifty percent (50%) of the first one hundred dollars (\$100) of premium increases, up to a total City dollar maximum contribution of fifty dollars (\$50) per month toward the cumulative total increase in premiums from plan year 2026 to plan year 2027, of the benchmarked twenty-five dollar (\$25) Kaiser HMO, Delta Dental PPO, and VSP basic vision plans. The employee shall be responsible for any premium increase(s) which exceeds this amount.
- e. Effective the first benefits eligible paycheck 2028 for plan year 2028, the City shall contribute fifty percent (50%) of the first one hundred dollars (\$100) of premium increases, up to a total City dollar maximum contribution of fifty dollars (\$50) per month toward the cumulative total increase in premiums, from plan year 2027 to plan year 2028, of the benchmarked twenty-five dollar (\$25.00) Kaiser HMO, Delta Dental PPO, and VSP basic vision plans. The employee shall be responsible for any premium increases(s) which exceeds this amount.
- e.f. For employees enrolled in an Account-Based Health Plan (ABHP), as defined by the City, the contributions shall be as specified above. To the extent that the premium for the ABHP is less than the monthly City contribution, any excess City contribution shall be credited to the employee's Health Savings Account (HSA), to the extent allowed by law.
- f.g. Employees not enrolled in a City-sponsored medical plan shall receive a City contribution of ~~up to~~ \$747 seven hundred forty-seven dollars per month to purchase City-sponsored dental and vision coverage.
- g.h. Employees who are eligible to receive the City contribution who do not provide proof of other group medical coverage or do not enroll in City medical coverage within thirty (30) calendar days of being eligible for the City's contribution shall be enrolled in the lowest cost ABHP medical plan for employee only coverage.
- h.i. Employees shall not receive any unused portion of the City contribution as cash.
- j. In addition to the City contribution received above, the Charter Officers shall receive three percent (3%) of base salary to apply to optional benefits.
- i.k. Changes to the City's healthcare contribution levels as provided in this Section, including the adjustments effective for plan year 2026, shall not create or entitle employees to a special open enrollment period. Open enrollment opportunities shall occur only as provided on the City's

normal annual benefits cycle or as otherwise required by law.

2.2 COVERED DEPENDENTS

- a. Funds used to pay the health insurance premium cost for a domestic partner and/or a domestic partner's dependent children shall be in accordance with Federal and State tax laws.
- b. An employee who has a domestic partner and is registered with the Secretary of State of the State of California may cover the domestic partner and/or the domestic partner's children, under the employee's City-sponsored medical, dental, or vision plan. Employees with registered State of California domestic partners shall receive the City contributions as specified in Section 2.1.
- c. The following eligible dependents qualify to be enrolled on a City medical, dental, or vision plan: lawfully married spouse or registered domestic partner; children up to age twenty-six (26) who are an employee's natural child, stepchild, adopted child, or the natural or adopted child of an employee's spouse or registered domestic partner; children up to age twenty-six (26) who are placed under the legal guardianship of an employee, the employee's spouse, or employee's registered domestic partner; children up to the age of twenty-six (26) in which the City has received notice of a Qualified Domestic Relations Order of required coverage; and disabled unmarried children over the age of twenty-six (26) who reside with the employee. The definition of dependent child for purposes of medical insurance shall also be in accordance with the [Patient Protection and Affordable Care Act](#).
- d. An employee covered as a dependent of another City employee may not enroll in a City medical plan but may enroll in a City dental or vision plan.

2.3 LIFE INSURANCE

- a. City-paid basic life insurance shall be:

<u>Group</u>	<u>Amount</u>
Director of Public Safety Accountability	\$50,000
City Attorney, City Auditor, City Clerk and City Treasurer	\$100,000
City Manager	\$150,000

b. Optional Employee-Paid Insurance:

Employees may purchase, at their expense, City-sponsored supplemental life insurance subject to limitations specified by the insurance carrier.

2.4 LONG TERM DISABILITY

Employees shall receive City-paid long-term disability insurance.

2.5 FLEXIBLE SPENDING ACCOUNTS

The City offers a Flexible Spending Account program to employees as permitted by Internal Revenue Code and associated Regulations.

2.6 DEFERRED COMPENSATION PLAN

Employees may participate in the City's Deferred Compensation 457(b) Plan to the extent allowed by law and the Plan documents.

Each participant in the Plan shall contribute one dollar and fifty cents (\$1.50) per month from their Plan balance to the Plan's administrative allowance account.

2.7 SECTION 401(A) MONEY PURCHASE PLAN

Employees must participate in the City's 401 (a) Money Purchase Plan to the extent allowed by law and the 401 (a) Plan documents. The City's established Internal Revenue Code Section 401(a) Plan contributions are as follows:

- a. For employees the City shall contribute four percent (4%) of salary and the employee shall contribute five percent (5%) of salary.
- b. The 401(a) Plan shall conform to all IRC requirements. Vesting of City funds occurs with enrollment consistent with the Internal Revenue Code, and the 401(a) plan documents.

2.8 LONGEVITY PAY (CITY CHARTER)

Employee eligibility for longevity pay shall be determined as provided under [Section 108 of the City Charter](#). The amount to be paid annually on the second check in July after twenty (20) years of City service shall be one hundred dollars (\$100), and after twenty-five (25) years of City service, an additional two hundred dollars (\$200), for a total of three hundred dollars (\$300). Longevity pay is provided for in the City Charter and not through this Resolution. In the event changes are made to the City Charter, those changes shall supersede the provisions of this Resolution.

Longevity Pay as provided in this Section shall be reported to CalPERS in a manner consistent with CalPERS rules for reporting special compensation.

2.9 LONGEVITY PAY (APPOINTED OFFICER RESOLUTION)

Employees who have completed seventeen (17) years of City service shall receive longevity pay in the amount of three percent (3%) of their base rate of pay.

Longevity pay shall be additive and shall not be compounded with any other type of pay or incentive. For purposes of determining employee eligibility for longevity pay, as provided in this Section, years of service shall be determined by an employee's City Service Seniority as defined in Section 1.3, City Service.

ARTICLE 3 – RETIREMENT

3.1 RETIREES OR SURVIVOR DEPENDENTS

Eligible City retirees or eligible survivor dependents shall receive City retiree insurance contributions for medical, dental, and vision insurance benefits from the City as follows:

- a. The maximum City contribution towards the purchase of medical, dental, or vision insurance for retirees is up to three hundred dollars (\$300) per month for the retiree. A retiree with one (1) or more dependent(s) enrolled on the retiree's medical plan shall receive up to an additional sixty-five dollars (\$65) per month, for a total maximum monthly City contribution up to three hundred and sixty-five dollars (\$365). Retirees shall not receive any unused portion of the City contribution as cash.
- b. Retiree Insurance Contributions for Employees Retiring on or after July 1, 1992
 - (1) Employees retiring with thirty (30) or more years of City service shall be eligible for up to the City's maximum retiree health insurance contribution identified in subsection 4.1(a) above on the date of retirement without regard to age.
 - (2) Employees retiring with a minimum of twenty (20) full years of City service but less than thirty (30) full years of City service who are at least fifty (50) years of age shall receive up to one hundred percent (100%) of the City's maximum retiree insurance contribution identified in subsection 4.1(a) above.
 - (3) Employees retiring with a minimum of fifteen (15) full years of City service but less than twenty (20) full years of City service who are at least fifty (50) years of age shall receive up to seventy-five percent (75%) of the City's maximum retiree insurance contribution identified in subsection 4.1(a) above.

- (4) Employees retiring with a minimum of ten (10) full years of City service but less than fifteen (15) full years of City service who are at least fifty (50) years of age shall receive up to fifty percent (50%) of the City's maximum retiree insurance contribution identified in subsection 4.1(a) above.
- (5) There shall be no City retiree insurance contribution for retirees with less than ten (10) full years of City service.
- (6) An employee who does not retire from the Sacramento City Employee Retirement System or CalPERS within one-hundred twenty (120) days from the date of separation from City service shall not be eligible for the City's retiree insurance contribution and may not enroll in a City medical, dental, or vision plan.

c. Pre-Medicare Retirees

Pre-Medicare retirees who are not eligible for Medicare benefits may elect to participate in a City-sponsored medical plan or purchase a non-City medical plan. A retiree who elects to purchase a medical plan not sponsored by the City shall only be eligible to enroll in a City medical plan if the retiree enrolls with an effective date of coverage which is within two (2) years from the date their prior City medical coverage terminated.

d. Medicare Retirees

In order for Medicare eligible retirees to maintain eligibility for the City retiree health insurance contribution, each eligible retiree and eligible dependents must enroll in Medicare Parts A and B upon being eligible for such benefits. Medicare retirees may elect to participate in a City-sponsored Medicare medical plan or purchase an individual Medicare plan.

Medicare retirees who have enrolled in Parts A and B after becoming eligible for such benefits may elect to participate in a City-sponsored Medicare plan without restriction to the amount of time that the retiree has waived a City-sponsored medical plan. Medicare retirees may only enroll eligible dependents on their City-sponsored Medicare medical plan, if the eligible dependents have enrolled in Parts A and B. Non-Medicare dependents may be enrolled as long as the retiree has been enrolled on a City non-Medicare plan within two (2) years of the effective date of coverage for enrollment of the non-Medicare dependent.

Medicare retirees who are eligible for Medicare Parts A and B who elect to purchase an individual medical plan shall only be reimbursed the cost of the individual premium associated with a Medicare Advantage, Medicare Supplemental, and/or Medicare Prescription Drug plan up to the City contribution identified in subsection 3.1(a), above.

e. Retiree Insurance Contribution Exclusion

Retirees who participate in another group medical plan as an employee or dependent spouse shall not be eligible for the City contribution identified in subsection 3.1(a) above.

f. Industrial Disability or Death in Line of Duty Survivors

Retirees who receive industrial disability pensions or death in-line-of-duty survivor benefits will be eligible for up to one hundred percent (100%) of the City's applicable maximum retiree insurance contribution regardless of years of service.

g. Survivor Dependents Benefits

Survivor dependents of eligible retirees shall be entitled to continue receiving the retiree insurance contribution. The benefit to survivor dependents shall be calculated as provided in subsection 3.1(b).

h. Limitation Clause

No employee or retiree shall have any rights provided by this Section 3.1 after ~~June 30~~ September 15, 2026/2028.

i. Elimination of Retirees or Survivor Dependents Benefits

No employee hired, reemployed, or rehired on or after July 20, 2012, shall be eligible for any benefits provided by this Section 3.1.

3.2 PERS RETIREMENT PLAN AND CONTRIBUTION

a. Member Contribution to PERS Retirement Plan – Classic Members

Employees shall pay eight percent (8%) of salary to the PERS retirement plan. The PERS contract has been amended to reflect a cost-share agreement in which miscellaneous members shall, from the date of amendment, pay a seven percent (7%) employee contribution and one percent (1%) of the employer contribution through PERS cost-share so that all 8% will be credited to the employee's account.

b. Member Contribution to PERS Retirement Plan – New Members

Employees hired after December 31, 2012, shall be members in the PERS on terms consistent with Public Employees' Pension Reform Act (PEPRA). New members in miscellaneous classifications shall qualify for the 2% at 62 benefit formula, shall contribute 50% of the total normal cost of the PERS retirement plan, and retirement shall be based upon the highest thirty-six (36) consecutive months of compensation.

ARTICLE 4 – SALARIES AND EXPENSE ALLOWANCE

4.1 SALARIES

- a. The salaries for the Charter Officers and Director of Public Safety Accountability shall be modified only by City Council resolution.
- b. Individualized Salary Review and Determination

The salary for each Charter Officer and the Director of Public Safety Accountability shall be reviewed and considered independently and separately by the City Council. Any salary action shall be determined on an individual basis and shall not be joint, collective, interdependent, or contingent upon salary actions taken for any other position. Any salary adjustment shall be based on an individualized assessment of the specific position, including, but not limited to duties, responsibilities, performance considerations, and external market comparisons with similar positions in comparable agencies. Approval of a salary adjustment for one Council Appointed Officer shall not create an expectation, entitlement, precedent, or obligation to approve the same or any adjustment for any other Council Appointed Officer.

4.2 EXPENSE ALLOWANCE

The City will pay to the City Manager a sum of four hundred dollars (\$400) per month for City expenses for which no vouchers need be furnished. The City will pay to the City Attorney, City Auditor, City Clerk, and City Treasurer a sum of three hundred and fifty dollars (\$350) per month for City expenses for which no vouchers need be furnished.

ARTICLE 5 – LEAVES

5.1 ACCRUAL OF LEAVE HOURS OVER 24 PAY PERIODS

Unless provided otherwise in this Article, leave hours shall accrue over twenty-four (24) pay periods per year, during the first two (2) pay periods of each month.

5.2 VACATION

- a. Employees shall be entitled to vacation allowances pursuant to the provisions of [Section 107 of the City Charter](#). Based on length of City service, the accrual of annual vacation allowances shall be as follows:

<u>Length of Service</u>	<u>Annual Vacation Allowance</u>
1 to 5 years	10 days/80 hours
5 years and 1 day to 15 years	15 days/120 hours
more than 15 years	20 days/160 hours

- b. Vacation allowance administration shall be in accordance with the [Rules and Regulations of the Civil Service Board](#), unless an exception is authorized by the Mayor or the Mayor’s designee under appropriate circumstances. Employees may accumulate a maximum of four hundred and eighty (480) vacation hours. Once the maximum is reached, there shall be no further vacation accrual until the balance falls below four hundred and eighty (480) hours.
- c. Employees who are eligible to receive a cash payment in-lieu of vacation leave, as provided for in [Article 8 Section 107\(d\) of the Sacramento City Charter](#), may make an irrevocable election to receive such payment by foregoing the same number of vacation hours in the calendar year following election. Notification of the election must be made to the Payroll Division, Department of Finance, in writing by November 30. The in-lieu payment will be made to the employee on the last paycheck in March of the calendar year following the election. If the employee electing the in-lieu payment separates from City employment for any purpose before receiving

the in-lieu payment, the employee forfeits any right to receive the payment, but will instead have their vacation leave balances credited with the amount of hours that would have accrued from January 1 to the last day of employment.

5.3 HOLIDAYS

a. Recognized Holidays

Except as otherwise provided, the following shall be recognized holidays for eligible employees:

<u>Holiday</u>	<u>Date</u>
New Year's Day	January 1
Martin Luther King's Birthday	Third Monday in January
Washington's Birthday	Third Monday in February
Cesar Chavez's Birthday	March 31
Memorial Day	Last Monday in May
Juneteenth	June 19
Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving	Friday after Thanksgiving
Christmas Eve (4 hours)	December 24
Christmas Day	December 25
New Year's Eve (4 hours)	December 31

b. Eligibility

- (1) To be eligible for holiday pay, the employee must be in a paid work status the scheduled workday before and after the recognized holiday. Any payable leave time, such as vacation, and sick shall be considered hours worked for the purpose of holiday pay eligibility.
- (2) A part-time employee, including an employee in a work-sharing program, and non-career (+1,040) employee shall receive the recognized holiday benefit based upon the number of hours the employee was paid in that workweek as follows:

<u>Number of Recognized Holidays in the Workweek</u>	<u>Minimum Number of Paid Hours in the Workweek</u>	
	<u>50% Benefit</u>	<u>100% Benefit</u>
0.5	18	28.8
1.0	16	25.6
1.5	14	22.4
2.0	12	19.2

An employee paid for less than the minimum number of hours required for the 50% benefit shall receive no recognized holiday benefit.

- (3) Non-career (-1,040) employees shall not receive recognized holiday benefits.

c. Holiday Observance

- (1) If a recognized holiday falls on a Saturday, the preceding Friday shall be considered the employee's holiday. If the recognized holiday falls on a Sunday, the following Monday shall be considered the employee's holiday.
- (2) If an employee's schedule differs from the traditional Monday-Friday workweek in which a recognized holiday falls, the actual dates as listed above shall be considered as the employee's holiday.

d. Floating Holidays

(1) Accrual

i. In addition to the recognized holidays specified above, except as provided below, employees shall receive the equivalent of two (2) floating holidays per fiscal year on an accrual basis as follows:

1. Employees shall accrue sixteen (16) hours of floating holiday per calendar year at the rate of forty (40) minutes on each of the first two (2) paychecks each month, as long as the employee is in paid status forty (40) or more hours of salary on the paycheck that the accrual would occur.
2. A part-time employee shall accrue floating holiday credit based on the number of hours for which the employee was paid in that bi-weekly pay period: 64 or more hours paid = 100% accrual [forty (40) minutes per each eligible paycheck]; 40-63.9 hours paid = 50% accrual [twenty (20) minutes per each eligible paycheck].

(2) Administration

An employee may carry-over from the preceding calendar year a maximum of eight (8) hours of floating holiday accrual. There shall

be no cash out of floating holiday hours, either annually or upon separation.

5.4 MANAGEMENT LEAVE TIME

- a. Employees exempt from the overtime provisions of FLSA shall not accrue compensating time off or earn overtime pay for time worked in excess of eight (8) hours per day or forty (40) hours per week but shall be expected to devote as much time to their employment as may be necessary for the efficient operation of City government.
- b. Employees shall be credited with eighty (80) hours of management leave time each calendar year, with the time posted to each employee's leave balances the first pay period in January. Employees appointed after January 1 of a calendar year shall be entitled to a pro rata share of eighty (80) hours of management leave time based upon the number of full months remaining in that calendar year. Management leave time shall be useable upon being credited, subject to the approval of the immediate supervisor.

Employees who receive management leave time pursuant to this subparagraph shall have the option to receive a cash payment for up to forty (40) hours in lieu of the equivalent management leave accruals in the calendar year following the date the employee makes the election. The following rules shall govern this optional payment:

- (1) Any employee exercising such option shall be required to sign an appropriate form requesting payment in lieu of up to forty (40) hours of management leave time which shall be submitted to Payroll no later than November 30.
 - (2) Any employee exercising the option to receive cash in lieu of management leave time shall have the commensurate leave value debited from their leave balances when the payout is processed.
 - (3) The employee shall receive the in-lieu payment on the first paycheck in February of the year following the date of the election.
 - (4) Payment for up to forty (40) hours shall be calculated using the employee's hourly rate of pay on the date that the in-lieu payment is made.
- c. Management leave time shall not accumulate from year to year, and any management leave time not used or cashed out pursuant to the terms of this Section shall be forfeited on December 31 of the calendar year in which it was credited.
 - d. There shall be no cash out of management leave time upon separation.

- e. Part-time employees shall be credited with a prorated amount of management leave.

5.5 SICK LEAVE

a. Accrual and Usage

- (1) A full-time employee shall accrue sick leave credits at the rate of four (4) hours on each of the first two (2) paychecks each month, which may be used by the employee in the event of illness or injury which is not job-related. Part-time career and non-career employees earn sick leave on a pro-rata basis per the [Rules and Regulations of the Civil Service Board](#) and/or [California's Healthy Workplaces, Healthy Families Act of 2014](#).
- (2) Employees who have at least four hundred and eighty (480) hours of sick leave on the last day of the pay period ending on or before November 1 in any calendar year may make an irrevocable election to forego the accrual of not more than twenty-four (24) hours of sick leave during the following calendar year and receive instead a cash payment for the number of sick leave hours designated in the election.
- (3) Notification of the irrevocable election must be made in writing to the Payroll Division, Department of Finance, between November 1 and November 30. The payment will be made on the last paycheck in May of the calendar year following the irrevocable election. Payment shall be made at the hourly rate of pay the employee is receiving at the time the payment is made.
- (4) If the employee electing the payment is separated from City employment before receiving the payment, the employee forfeits any right to the payment, but will instead have their sick leave balances credited with the sick leave hours the employee would have accrued from the January 1 following the date of election to the last day of employment.

b. Sick Leave Cash Out

(1) PERS

- i. PERS members hired, reemployed, or rehired prior to January 1, 2005, with more than twenty (20) years of continuous City service, are eligible to cash out sick leave upon separation for reasons of retirement, resignation, layoff or death as follows:

- 1. Eligible employees may receive a cash payment

equal to thirty-three and one-third percent (33-1/3%) of the total sick leave credits accumulated (to the nearest full day) by the employee on the date of their retirement, resignation, or layoff.

2. Eligible employees with an effective retirement date from PERS within one hundred twenty (120) calendar days of their separation from City service may also convert any or all of their total sick leave credits accrued, less any payment received pursuant to subparagraph 1, above, to PERS service credit as of the date of their retirement consistent with and pursuant to the PERS contract with the City, as amended.
3. Individuals identified pursuant to [California Government Code § 53245](#) as being the person designated on the employee's "Designation of Person Authorized to Receive Warrants," or in the absence of an identified person pursuant to California Government Code § 53245, persons entitled by law to the possession of the estate of a deceased employee who was eligible to cash out sick leave credits pursuant to subparagraph 1, above, may receive payment for thirty-three and one-third (33-1/3%) of the total sick leave credits accumulated (to the nearest full day) by the employee on the date of the employee's death.
 - ii. Employees hired, reemployed, or rehired on or after January 1, 2005, shall not be eligible for cash out payment of any portion of accumulated sick leave credits.
 - iii. PERS members may convert their sick leave balance to service credit pursuant to the PERS contract with the City upon separation of employment from the City for retirement, without regard to date of hire, reemployment, or rehire.
 - iv. No employee whose services are terminated by reason of discharge for cause shall be eligible for payment of any portion of accumulated sick leave credits.

(2) SCERS

Upon retirement, SCERS members eligible to accumulate sick leave credits shall receive a cash payment representing the value of thirty-three and one-third percent (33-1/3%) of the sick leave

credits (rounded to the nearest full day) accumulated to the date of retirement.

- c. Except as provided herein, no payments made or sick leave credits accumulated shall be construed or deemed to constitute retirement benefits payable to employees of the City.
- d. The [Rules and Regulations of the Civil Service Board](#) relating to the administration of sick leave privileges and benefits shall apply to all employees.

5.6 PARENTAL PAY

Pursuant to the City's [Leave Administration Policy](#), full-time employees who have completed at least three (3) years of full-time career City service from the most recent date of hire are eligible for parental pay of up to one hundred and sixty (160) hours of continuous time off. Part-time employees who have completed at least three (3) years of career City service from the most recent date of hire are eligible for parental pay of up to eighty (80) hours of continuous time off. Required career service must be completed preceding either:

- a. The birth of a child who resides with the employee and for whom the employee has physical and legal custody; or
- b. The adoption of a child under age four (4) who resides with the employee and for whom the employee has physical and legal custody.

5.7 INJURY-ON-DUTY

- a. Full-time career employees shall receive benefits for injuries suffered in the performance of their duties consistent with [§ 253 of the City Charter](#). In the event changes are made to the City Charter, those changes shall supersede the provisions of this Resolution. To the extent permitted by law, the City shall receive a credit for the benefits provided pursuant to Charter § 253 against future workers' compensation benefits.
- b. If the employee qualifies for temporary disability benefits after exhausting the one-year leave of absence for workplace injuries described in Charter § 253, the employee may use accrued leave balances to replace any loss of income. The employee may use full or partial days of leave pursuant to policy for this purpose, but in no event shall the cumulative amount received from temporary disability payments and the use of leave balances exceed the hourly rate of pay of the employee as of the date of injury.

5.8 COURT LEAVE

- a. When an employee is absent from work to testify in response to a properly served subpoena issued by a court of competent jurisdiction in a non-

work-related matter to which the employee is not a party, to serve on a jury, or to report for jury duty examination, the employee shall be granted pay for those hours which the employee is absent for such reason. The City may require the employee to elect to be on telephone alert for jury duty and remain on the job until such time as called to testify or serve jury duty. When an employee is required to be on telephone alert, the employee will cooperate with the court or jury commissioner and the City will be responsible to ensure that the employee is available. Pay for work time lost shall be computed at the employee's regular rate of pay at the time of such absence.

- b. To receive pay for work time lost, an employee must provide the City with a statement signed by an official of the court certifying the employee's service as a witness or juror or appearance in court for such purposes, the date or dates of attendance, the time released from attendance and the compensation paid exclusive of any transportation and subsistence allowance.
- c. The City reserves the right to require the employee to reimburse the City for all witness fees or jury remuneration received, less transportation and subsistence allowance.
- d. When a non-career employee is regularly scheduled to work and is ordered to appear in court or report for jury duty, such employee shall be entitled to court leave benefits in accordance with the above-stated procedure.

5.9 CATASTROPHIC LEAVE

Employees are entitled to catastrophic leave pursuant to, and consistent with, the City's [Leave Administration Policy](#).

5.10 BEREAVEMENT PAY

An employee may receive up to twenty-four (24) working hours of City bereavement pay for time taken off for the death of the employee's spouse, registered domestic partner, parent, sibling, child, grandchild, or grandparent. The employee may use sick leave as outlined in the [Rules and Regulations of the Civil Service Board](#) for additional time off or to attend to other death, bereavement, or funeral needs.

5.11 FAMILY AND MEDICAL LEAVE

Employees may be entitled to leave pursuant to the Family and Medical Leave Act (FMLA), the California Family Rights Act (CFRA), and/or Pregnancy Disability leave (PDL) consistent with the City's [Leave Administration Policy](#).

5.12 PERSONAL TIME OFF

- a. Full-time career employees who have completed ten (10) full years of City service shall be credited with twenty-four (24) hours of personal leave at the beginning of the first pay period in January of each year. Part-time career employees who have completed ten (10) full years of City service shall be credited with a prorated amount of time based on their regular schedule.
- b. Personal leave shall not accumulate from year to year and shall have no cash value. If an employee is unable to use all of the time by the end of the calendar year based on operational need, the Department may approve carry-over to the next year. In all other cases, the time shall be forfeited.
- c. Non-career employees are not eligible for personal leave benefits.

5.13 PAID CITY LEAVE (PCL)

- a. Employees who were both in an unrepresented classification in Units 20, 21, or 22, and on the payroll on April 9, 2022, were granted thirty-five (35) hours of Paid City Leave (PCL). Employees who were both in an unrepresented classification in Units 20, 21, or 22, and on the payroll on October 31, 2022, were granted thirty-five (35) hours of PCL. This PCL shall not expire and shall have no cash value except upon separation from City service. Employees with a balance of the PCL upon separation shall receive a payment for the PCL balance at the straight time rate of pay they are receiving at the time of the payment, less ordinary payroll deductions.
- b. The total maximum number of PCL an employee may receive is seventy (70) hours. Employees who promote or transfer to a classification covered by the Unrepresented Resolution and who previously received PCL hours while employed in a represented classification covered by a memorandum of understanding (MOU) that provided PCL, may carry over the balance of their remaining PCL hours, if any. However, under no circumstance will any employee be provided more than a total of seventy (70) PCL hours.

ARTICLE 6 – REIMBURSEMENTS AND ALLOWANCES

6.1 TRANSPORTATION AND PARKING ALLOWANCES

- a. Reimbursement for Use of Privately-Owned Vehicles
 - (1) Employees shall receive \$500 per month for the use of privately-owned vehicles on City business or as compensation in lieu of the use of City vehicles on City business subject to the limits identified in this article.

- (2) Employees shall receive City-provided parking.
 - (3) Employees receiving less than two hundred and fifty dollars (\$250) in monthly vehicle allowance may receive out-of-town mileage reimbursement. Reimbursement for out-of-town mileage shall be at the general mileage reimbursement rate (minus twenty-five (25) miles for individuals receiving a monthly vehicle allowance) or comparable coach airfare, whichever is lower. Employees receiving more than two hundred and fifty dollars (\$250) in monthly vehicle allowance are not eligible to receive any mileage reimbursement.
- b. Any automobile operated on City business by any employee receiving a monthly vehicle allowance shall be insured against liability in persons and property, including wrongful death, in an amount at least equal to \$100,000 per person, \$300,000 per accident, and property damage limits at least equal to \$50,000 (100/300/50).

6.2 TUITION REIMBURSEMENT

Employees will be reimbursed for the cost of tuition up to a maximum of one thousand and five hundred dollars (\$1,500) per calendar year, pursuant to the City's Employee Educational Assistance Program, as amended.

6.3 STATE OF CALIFORNIA BAR DUES

The actual cost of mandatory State Bar dues shall be paid by the City for the City Attorney.

6.4 CONTINUING EDUCATION

When the City requires that an employee maintain a license or certificate which mandates continuing education units (CEUs) to maintain the license or certificate, the employee is responsible for obtaining the CEUs. The City may provide the needed CEUs or reimburse the employee for the cost of such training.

6.5 BILINGUAL PAY

- a. The City may authorize bilingual pay when it is determined to be operationally necessary. The City shall determine what languages are appropriate for such pay and the number of employees to be certified. To be eligible for bilingual pay the employee must be determined to be verbally proficient and, if necessary for the assignment, proficient in the written language. The City will arrange the certification and testing process necessary to authorize the bilingual pay.
- b. Bilingual pay shall be paid at the rate of forty dollars (\$40) per month for any month in which the employee is certified. An employee who is

receiving bilingual pay may be required to provide assistance to any City operations.

6.6 TECHNOLOGY ALLOWANCE

- a. Employees shall receive a monthly technology allowance of up to one hundred dollars (\$100).
- b. Upon approval of the technology allowance, the employee shall provide and maintain a personal cellular phone and service that is available to conduct City-related business. The employee shall provide, and the City may publish, the cellular phone number to designated individuals and organizations with whom the employee normally conducts City-related business.

ARTICLE 7 – MISCELLANEOUS

7.1 RESTRICTIONS UPON OFFICERS AND EMPLOYEES

- a. Consistent with Sacramento City Code 2.16.010, no employee shall be interested directly or indirectly in any contract or transaction with the City or with any department, board, officer or employee thereof, nor become surety for the performance of any contract made with or for the City upon bonds given to the City.
- b. No employee shall receive any commission, money or thing of value, or derive any profit, benefit or advantage, directly or indirectly, from or by reason of any dealings with or service for the City by the employee or others, except the lawful compensation paid to such employee.
- c. No employee shall hold status in more than one (1) classification, nor receive more than one (1) salary from the City for the same work or hours of work.

7.2 OFF-DUTY EMPLOYMENT OF EXEMPT EMPLOYEES

- a. Employees shall not engage in any other employment, work, profession, business, or enterprise that is inconsistent, incompatible, in conflict with or adversely affects the performance of their duties, or that is contrary to the most effective performance of the mission of City management or the best interests of the City.
- b. Employees shall not accept any off-duty employment without the express consent, in advance, of the Mayor and City Council.
- c. Employees shall submit annual requests for approval for off-duty employment at the beginning of each fiscal year.

- d. An employee shall not work:
 - (1) In any employment, which will tend to bring discredit upon City management, or which is detrimental to City goals, or which will reduce an individual's efficiency or usefulness as a City employee.
 - (2) In any employment requiring an affiliation, membership, or allegiance tending to influence conduct in a manner inconsistent with the proper discharge of responsibilities to the City or the public interest.
 - (3) In any employment for any other municipality or political subdivision of the state or federal government (except with the express written authorization of the Appointing Authority).
 - (4) In any off-duty position while on sick leave or injured-on-duty status.
- e. An employee may request authorization for off-duty employment by forwarding a letter of request to the Mayor and Council. The letter should provide details concerning the type of employment, expected duration of employment, and the employer's name. Consideration of a request for authorization of off-duty employment will need to be placed on a properly noticed meeting of the City Council. The request may not be considered in a closed session.
- f. The Mayor and City Council will notify the employee in writing of action taken on the request for off-duty employment. A copy of the letter will be retained in the employee's personnel file.
- g. Authorization for off-duty employment may be revoked at the discretion of the Mayor and City Council at any time.
- h. Part-time, seasonal, or limited-term employees are not subject to the restrictions of this Section.

7.3 PAYROLL ERRORS

- a. In the event an error has been made, including but not limited to the payment of an employee's salary, overtime payment or leave accruals, balances or usages, the City shall, for purposes of future compensation, adjust such compensation to the correct amount, and give written notice to the employee.
- b. In the event an employee received an overpayment, reimbursement to the City shall be mutually agreed to between the parties and shall be accomplished by:
 - (1) Lump sum payment by the employee;

- (2) A one-time deduction from useable vacation, compensating time off (CTO), or holiday credit balances equivalent to the overpayment at the employee's current hourly rate;
- (3) A repayment schedule through payroll deduction; and/or
- (4) Other means, as may be mutually agreed between the parties.

No repayment schedule shall exceed fifty-two (52) pay periods in duration, except that if the employee does not agree to a voluntary repayment schedule, which leads to collection efforts or other legal remedies, the overpayment collection shall not exceed twenty-six (26) pay periods.

- c. No action shall be taken to enforce repayment of an overpayment, or to correct an underpayment, unless action is taken within two (2) years from the ending date of the pay period in which the error is discovered. "Action is taken" as used in this Section shall mean written notice to the employee in the case of an overpayment, or written or oral notice to the City in the case of an underpayment error.

7.4 RETIREE COURT APPEARANCE FEES

A retired City employee who is subpoenaed to appear in court on behalf of the City in their capacity as a former City employee shall receive a court appearance fee if the employee reports at the time specified for their particular testimony regardless of whether the employee is ultimately required to testify. The court appearance fee shall be one hundred twenty-five dollars (\$125) for a full day or seventy-five dollars (\$75) for a half day, which is defined as four hours or less. Nothing herein shall serve to establish an employment relationship for any purpose, including, but not limited to, employee benefits, reimbursements, compensation, court cancellation fee, or any other rights.

Adopted by the Sacramento City Council
May 5, 2026

**Approval of Specified Salary Range Increases for Career
Unrepresented Classifications in Units 20, 21, and 22,
Adjustment to the Salary Schedule, Approval of the Personnel
Resolution Covering Unrepresented Employees, and Approval
of the Personnel Resolution for Appointed Officers**

BACKGROUND

- A. The Salary Schedule attached to this Resolution as Exhibit A has been amended to reflect a 1% salary range increase for several unrepresented classifications in Units 20, 21, and 22, that either have a similar or equivalent classifications in Sacramento City Exempt Employees Association (SCXEA) effective September 20, 2025. Department director classifications, classifications above department director, and classifications that do not have similar or equivalent classifications in SCXEA will not receive salary range increases. The Salary Schedule includes all City classifications to ensure that salary ranges are transparent and publicly available.
- B. The California Code of Regulations requires that the City Council adopt the City's salary schedules at a public meeting (2 CCR § 570.5). This obligation arises whenever salary ranges are changed.
- C. These publicly adopted rates are used by California Public Employees' Retirement System (CalPERS) to determine the appropriate compensation earnable for each City employee when calculating their pension benefit.
- D. The Personnel Resolution Coving Unrepresented Employees (Unrepresented Resolution) attached to this Resolution as Exhibit B sets forth general administrative provisions, hours of work, and other terms and conditions of employment affecting unrepresented job classifications.
- E. The Personnel Resolution Coving Appointed Officers (Appointed Officers Resolution) attached to this Resolution as Exhibit C sets forth general administrative provisions, hours of work, and other terms and conditions of employment affecting appointed officer job classifications.
- F. Government Code 54953 requires that prior to taking final action, the legislative body must orally report a summary of the recommendation for final action on salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive during the open meeting in which the final action is to be taken. Local agency executives are defined in Government Code section 3511.1 (d) as "(d) Local agency

executive means any person employed by a local agency who is not subject to the Meyers-Milias-Brown Act (Chapter 10 (commencing with Section 3500)).” Article 3.9 and 8.3 of the Unpresented Resolution applies to executives as defined.

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

- Section 1. The salary schedule attached to this Resolution as Exhibit A is adopted.
- Section 2. The Unrepresented Resolution attached to this Resolution as Exhibit B is approved.
- Section 3. The Appointed Officer Resolution attached to this Resolution as Exhibit C is approved.
- Section 4. The City Manager is authorized to make minor changes or adjustments to Exhibits A, B, and C to correct omissions and errors.
- Section 5. Exhibit A, B, and C are part of this Resolution.

Table of Contents

- Exhibit A – Salary Schedule
- Exhibit B – Unrepresented Resolution
- Exhibit C – Appointed Officer Resolution

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
311 Customer Service Agent 016872 L39A												
A	OFFT 140	9/20/2025	23.073464 32.466681	47992.80 67530.70	23.073464	24.227137	25.438494	26.710419	28.045940	29.448237	30.920649	32.466681
311 Customer Svc Specialist 016873 L39A												
A	OFFT 141	9/20/2025	26.085308 36.704648	54257.44 76345.67	26.085308	27.389573	28.759052	30.197005	31.706855	33.292198	34.956808	36.704648
311 Customer Svc Supervisor 015108 L39C												
A	SUPV 068	9/20/2025	29.730376 41.833625	61839.18 87013.94	29.730376	31.216895	32.777740	34.416627	36.137458	37.944331	39.841548	41.833625
311 Manager 001914 MGMT												
A	MGTE 181	9/20/2025	47.192790 66.404992	98161.00 138122.38	47.192790	49.552429	52.030050	54.631552	57.363130	60.231286	63.242850	66.404992
Account Clerk I 016001 L39A												
A	OFFT 001	9/20/2025	21.096969 26.925672	43881.70 56005.40			21.096969	22.151817	23.259408	24.422378	25.643497	26.925672
Account Clerk II 016002 L39A												
A	OFFT 002	9/20/2025	22.069324 31.053755	45904.19 64591.81	22.069324	23.172790	24.331430	25.548001	26.825401	28.166671	29.575005	31.053755
Accountant Auditor 010821 CONF												
A	CONF 040	9/20/2025	35.826188 50.411045	74518.47 104854.97	35.826188	37.617497	39.498372	41.473291	43.546956	45.724304	48.010519	50.411045
Accountant Auditor 014010 MSUP												
A	MSUP 010	9/20/2025	35.826188 50.411045	74518.47 104854.97	35.826188	37.617497	39.498372	41.473291	43.546956	45.724304	48.010519	50.411045
Accounting Technician 016003 L39A												
A	OFFT 003	9/20/2025	23.437165 32.978444	48749.30 68595.16	23.437165	24.609023	25.839474	27.131448	28.488020	29.912421	31.408042	32.978444
Admin. of Government Relations 021026 MCSU												
U	MCSA 136	9/20/2025	41.761052 66.431394	86862.99 138177.30								
Administrative Analyst 010700 CONF												
A	CONF 041	9/20/2025	36.431710 51.263076	75777.96 106627.20	36.431710	38.253296	40.165961	42.174259	44.282972	46.497121	48.821977	51.263076
Administrative Analyst 014000 MSUP												
A	MSUP 001	9/20/2025	36.431710 51.263076	75777.96 106627.20	36.431710	38.253296	40.165961	42.174259	44.282972	46.497121	48.821977	51.263076
Administrative Assistant 010701 CONF												
A	CONF 003	9/20/2025	28.008312 39.410508	58257.29 81973.86	28.008312	29.408728	30.879164	32.423122	34.044278	35.746492	37.533817	39.410508
Administrative Asst (Conf/Ex) 010800 CONF												
A	CONF 018	9/20/2025	28.008312 39.410508	58257.29 81973.86	28.008312	29.408728	30.879164	32.423122	34.044278	35.746492	37.533817	39.410508
Administrative Officer 001702 MGMT												
A	MGTE 006	9/20/2025	43.693077 61.480547	90881.60 127879.54	43.693077	45.877731	48.171618	50.580199	53.109209	55.764669	58.552902	61.480547

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Administrative Tech (Conf/Ex) 010807 CONF												
A CONF	024	9/20/2025	27.917882 39.283264	58069.20 81709.19	27.917882	29.313776	30.779465	32.318438	33.934360	35.631078	37.412632	39.283264
Administrative Technician 010702 CONF												
A CONF	004	9/20/2025	27.917882 39.283264	58069.20 81709.19	27.917882	29.313776	30.779465	32.318438	33.934360	35.631078	37.412632	39.283264
Animal Care Services Manager 001845 MGMT												
A MGTE	122	9/20/2025	63.387789 89.192984	131846.60 185521.41	63.387789	66.557178	69.885037	73.379289	77.048253	80.900666	84.945699	89.192984
Animal Care Technician 003647 L39A												
A OPMT	029	9/20/2025	21.856410 30.754163	45461.33 63968.66	21.856410	22.949230	24.096691	25.301526	26.566602	27.894932	29.289679	30.754163
Animal Control Officer I 003600 L39A												
A OPMT	073	9/20/2025	25.334863 35.648695	52696.52 74149.29	25.334863	26.601606	27.931686	29.328270	30.794683	32.334417	33.951138	35.648695
Animal Control Officer II 003601 L39A												
A OPMT	001	9/20/2025	26.601606 37.431130	55331.34 77856.75	26.601606	27.931686	29.328270	30.794683	32.334417	33.951138	35.648695	37.431130
Animal Services Coordinator 010820 CONF												
A CONF	039	9/20/2025	27.917882 39.283264	58069.20 81709.19	27.917882	29.313776	30.779465	32.318438	33.934360	35.631078	37.412632	39.283264
Applications Developer 010703 CONF												
A CONF	005	9/20/2025	41.807628 58.827530	86959.87 122361.26	41.807628	43.898009	46.092909	48.397554	50.817432	53.358304	56.026219	58.827530
Aquatic Specialist 016031 L39A												
A TEMP	073	9/20/2025	19.629356 26.016389	40829.06 54114.09								
Aquatics Recreation Coord 016980 L39A												
A OFFT	143	9/20/2025	25.979362 36.555571	54037.07 76035.59	25.979362	27.278330	28.642247	30.074359	31.578077	33.156981	34.814830	36.555571
Aquatics Recreation Supervisor 015110 L39C												
A SUPV	070	9/20/2025	33.836062 47.610737	70379.01 99030.33	33.836062	35.527865	37.304258	39.169471	41.127945	43.184342	45.343559	47.610737
Arborist/Urban Forester 017001 L39A												
A PROF	001	9/20/2025	33.932880 47.746968	70580.39 99313.69	33.932880	35.629524	37.411000	39.281550	41.245627	43.307908	45.473303	47.746968
Architectural Technician I 016214 L39A												
A OFFT	081	9/20/2025	27.137598 38.185326	56446.20 79425.48	27.137598	28.494478	29.919202	31.415162	32.985920	34.635216	36.366977	38.185326
Architectural Technician II 016215 L39A												
A OFFT	082	9/20/2025	28.494459 40.094566	59268.48 83396.70	28.494459	29.919182	31.415141	32.985898	34.635193	36.366953	38.185301	40.094566
Architectural Technician III 016216 L39A												
A OFFT	083	9/20/2025	31.343986 44.104136	65195.49 91736.60	31.343986	32.911185	34.556744	36.284581	38.098810	40.003751	42.003939	44.104136

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Archivist 017018 L39A												
A	PROF 010	9/20/2025	29.833487 41.978712	62053.65 87315.72	29.833487	31.325161	32.891419	34.535990	36.262790	38.075930	39.979726	41.978712
Art Museum Registrar 017010 L39A												
A	PROF 006	9/20/2025	27.192103 38.262020	56559.57 79585.00	27.192103	28.551708	29.979293	31.478258	33.052171	34.704780	36.440019	38.262020
Arts Administrator 001703 MGMT												
A	MGTE 007	9/20/2025	40.074883 56.389384	83355.76 117289.92	40.074883	42.078627	44.182558	46.391686	48.711270	51.146833	53.704175	56.389384
Arts Program Assistant 016108 L39A												
A	OFFT 059	9/20/2025	23.853651 33.564484	49615.59 69814.13	23.853651	25.046334	26.298651	27.613584	28.994263	30.443976	31.966175	33.564484
Arts Program Coordinator 016109 L39A												
A	OFFT 060	9/20/2025	32.585189 45.850632	67777.19 95369.32	32.585189	34.214448	35.925170	37.721429	39.607500	41.587875	43.667269	45.850632
Arts Program Specialist 001859 MGMT												
A	MGTE 130	9/20/2025	36.431710 51.263076	75777.96 106627.20	36.431710	38.253296	40.165961	42.174259	44.282972	46.497121	48.821977	51.263076
Assistant Architect 011014 WCOE												
A	WCOE 005	6/29/2024	38.380897 54.005777	79832.27 112332.02	38.380897	40.299942	42.314939	44.430686	46.652220	48.984831	51.434073	54.005777
Assistant Box Office Supv 015010 L39C												
A	SUPV 001	9/20/2025	25.878263 36.413313	53826.79 75739.69	25.878263	27.172176	28.530785	29.957324	31.455190	33.027949	34.679346	36.413313
Assistant Camp Caretaker 009018 TEMP												
D	DALY 001	10/4/2014	52.240000 63.200000	19067.60 23068.00	52.240000	57.460000	63.200000					
Assistant Camp Chef 009019 TEMP												
D	DALY 002	8/17/2019	52.240000 63.200000	19067.60 23068.00	52.240000	57.460000	63.200000					
Assistant Camp Sacramento Supv 001922 MGMT												
A	MGTE 188	9/20/2025	35.323732 49.704039	73473.36 103384.40	35.323732	37.089919	38.944415	40.891636	42.936218	45.083029	47.337180	49.704039
Assistant City Attorney 020001 EXMG												
U	EXMG 110	7/1/2023	71.766846 145.812288	149275.04 303289.56								
Assistant City Auditor 020044 EXMG												
U	EXMG 217	7/1/2023	48.054519 75.685865	99953.40 157426.60								
Assistant City Clerk 020002 EXMG												
U	EXMG 010	7/1/2023	43.572081 92.599500	90629.93 192606.96								
Assistant City Manager 020003 EXMG												
U	EXMG 210	8/29/2023	75.386341 163.852212	156803.59 340812.60								

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Assistant Civil Engineer 011011 WCOE												
A WCOE	002	6/29/2024	38.380897 54.005777	79832.27 112332.02	38.380897	40.299942	42.314939	44.430686	46.652220	48.984831	51.434073	54.005777
Assistant Code Enforcmnt Ofcr 003912 L39A												
A OPMT	062	9/20/2025	22.554822 31.736899	46914.03 66012.75	22.554822	23.682563	24.866691	26.110026	27.415527	28.786303	30.225618	31.736899
Assistant Director 001896 MGMT												
A MGTE	158	9/20/2025	63.788908 89.757400	132680.93 186695.39	63.788908	66.978353	70.327271	73.843635	77.535817	81.412608	85.483238	89.757400
Assistant Electrical Engineer 011019 WCOE												
A WCOE	010	6/29/2024	38.380897 54.005777	79832.27 112332.02	38.380897	40.299942	42.314939	44.430686	46.652220	48.984831	51.434073	54.005777
Assistant Mechanical Engineer 011021 WCOE												
A WCOE	012	6/29/2024	38.380897 54.005777	79832.27 112332.02	38.380897	40.299942	42.314939	44.430686	46.652220	48.984831	51.434073	54.005777
Assistant Planner 017002 L39A												
A PROF	002	9/20/2025	31.871395 44.846254	66292.50 93280.21	31.871395	33.464965	35.138213	36.895124	38.739880	40.676874	42.710718	44.846254
Assistant Pool Manager 009119 TEMP												
A TEMP	053	4/20/2024	22.000000 22.000000	45760.00 45760.00	22.000000							
Assistant WtrCrsConCtrlSpclst 007903 L447												
A WATR	005	7/12/2025	34.808080 48.978463	72400.81 101875.20	34.808080	36.548484	38.375908	40.294703	42.309438	44.424910	46.646155	48.978463
Assistant to the City Manager 020040 EXMG												
U EXMG	081	7/1/2023	63.640769 100.234211	132372.80 208487.16								
Associate Architect 011015 WCOE												
A WCOE	006	6/29/2024	46.583920 65.548254	96894.55 136340.37	46.583920	48.913116	51.358772	53.926711	56.623047	59.454199	62.426909	65.548254
Associate Civil Engineer 011012 WCOE												
A WCOE	003	6/29/2024	46.583920 65.548254	96894.55 136340.37	46.583920	48.913116	51.358772	53.926711	56.623047	59.454199	62.426909	65.548254
Associate Curator of Art 017023 L39A												
A PROF	012	9/20/2025	29.833487 41.978712	62053.65 87315.72	29.833487	31.325161	32.891419	34.535990	36.262790	38.075930	39.979726	41.978712
Associate Electrical Engineer 011020 WCOE												
A WCOE	011	6/29/2024	46.583920 65.548254	96894.55 136340.37	46.583920	48.913116	51.358772	53.926711	56.623047	59.454199	62.426909	65.548254
Associate Landscape Architect 011016 WCOE												
A WCOE	007	6/29/2024	45.177376 63.569105	93968.94 132223.74	45.177376	47.436245	49.808057	52.298460	54.913383	57.659052	60.542005	63.569105
Associate Mechanical Engineer 011022 WCOE												
A WCOE	013	6/29/2024	46.583920 65.548254	96894.55 136340.37	46.583920	48.913116	51.358772	53.926711	56.623047	59.454199	62.426909	65.548254

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Associate Planner 017003 L39A												
A PROF	003	9/20/2025	39.180486 55.130878	81495.41 114672.23	39.180486	41.139510	43.196486	45.356310	47.624125	50.005331	52.505598	55.130878
Auditor 001934 MGMT												
A MGTE	207	9/20/2025	31.205244 43.908911	64906.91 91330.54	31.205244	32.765506	34.403781	36.123970	37.930168	39.826676	41.818010	43.908911
Banking Operations Manager 001837 MGMT												
A MGTE	012	9/20/2025	43.574345 61.313479	90634.64 127532.04	43.574345	45.753062	48.040715	50.442751	52.964889	55.613133	58.393790	61.313479
Blacksmith Welder 006001 BULT												
A BLDG	001	7/12/2025	30.081868 49.907298	62570.28 103807.18	30.081868	32.338008	34.763359	37.370611	40.173407	43.186412	46.425393	49.907298
Booking Coordinator 016903 L39A												
A OFFT	103	9/20/2025	26.047317 36.651190	54178.42 76234.48	26.047317	27.349683	28.717167	30.153025	31.660676	33.243710	34.905895	36.651190
Budget Analyst 010822 CONF												
A CONF	042	9/20/2025	36.431710 51.263076	75777.96 106627.20	36.431710	38.253296	40.165961	42.174259	44.282972	46.497121	48.821977	51.263076
Budget Analyst 014011 MSUP												
A MSUP	011	9/20/2025	36.431710 51.263076	75777.96 106627.20	36.431710	38.253296	40.165961	42.174259	44.282972	46.497121	48.821977	51.263076
Budget Manager 020005 EXMG												
U EXMG	040	7/1/2023	59.101129 93.084274	122930.35 193615.29								
Building Inspector I 016011 L39A												
A OFFT	010	9/20/2025	34.251140 48.194794	71242.37 100245.17	34.251140	35.963697	37.761882	39.649976	41.632475	43.714099	45.899804	48.194794
Building Inspector II 016012 L39A												
A OFFT	011	9/20/2025	35.963737 50.604589	74804.57 105257.54	35.963737	37.761924	39.650020	41.632521	43.714147	45.899854	48.194847	50.604589
Building Inspector III 016229 L39A												
A OFFT	095	9/20/2025	37.762170 53.135167	78545.31 110521.15	37.762170	39.650279	41.632793	43.714433	45.900155	48.195163	50.604921	53.135167
Building Inspector IV 016230 L39A												
A OFFT	096	9/20/2025	39.650169 55.791769	82472.35 116046.88	39.650169	41.632677	43.714311	45.900027	48.195028	50.604779	53.135018	55.791769
Building Maintenance Worker 003603 L39A												
A OPMT	002	9/20/2025	24.868877 34.993009	51727.26 72785.46	24.868877	26.112321	27.417937	28.788834	30.228276	31.739690	33.326675	34.993009
Building Monitor 016032 L39A												
A TEMP	069	12/13/2025	16.900000 19.976865	35152.00 41551.88								
Building Services Manager 001886 MGMT												
A MGTE	149	9/20/2025	43.693077 61.480547	90881.60 127879.54	43.693077	45.877731	48.171618	50.580199	53.109209	55.764669	58.552902	61.480547

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Business Services Manager 001709 MGMT												
A	MGTE 013	9/20/2025	55.271744 77.772895	114965.23 161767.62	55.271744	58.035331	60.937098	63.983953	67.183151	70.542309	74.069424	77.772895
Cache Logistics Coordinator 016237 L39A												
A	OFFT 155	9/20/2025	23.142218 32.563423	48135.81 67731.92	23.142218	24.299329	25.514295	26.790010	28.129510	29.535985	31.012784	32.563423
Camp Aide 009045 TEMP												
D	DALY 007	10/4/2014	38.150000 46.160000	13924.75 16848.40	38.150000	41.960000	46.160000					
Camp Caretaker 009046 TEMP												
D	DALY 008	10/4/2014	84.680000 124.032000	30908.20 45271.68	84.680000	93.140000	102.460000	112.000000	124.032000			
Camp Chef 009024 TEMP												
D	DALY 004	8/17/2019	84.680000 124.032000	30908.20 45271.68	84.680000	93.140000	102.460000	112.000000	124.032000			
Camp Host 009025 TEMP												
D	DALY 005	10/4/2014	52.240000 63.200000	19067.60 23068.00	52.240000	57.460000	63.200000					
Camp Program Director 009048 TEMP												
D	DALY 009	10/4/2014	84.680000 124.032000	30908.20 45271.68	84.680000	93.140000	102.460000	112.000000	124.032000			
Camp Recreation Leader 009022 TEMP												
D	DALY 003	10/4/2014	43.870000 53.080000	16012.55 19374.20	43.870000	48.250000	53.080000					
Camp Sacramento Supervisor 001912 MGMT												
A	MGTE 178	9/20/2025	38.856106 54.674444	80820.70 113722.84	38.856106	40.798911	42.838857	44.980800	47.229840	49.591332	52.070899	54.674444
Cannabis Manager 001924 MGMT												
A	MGTE 192	9/20/2025	57.544445 80.970812	119692.45 168419.29	57.544445	60.421667	63.442750	66.614887	69.945631	73.442913	77.115059	80.970812
Carpenter 006002 BULT												
A	BLDG 002	7/12/2025	27.939791 46.353487	58114.76 96415.25	27.939791	30.035275	32.287921	34.709515	37.312729	40.111184	43.119523	46.353487
Cashier 016018 L39A												
A	OFFT 017	9/20/2025	20.482843 26.141875	42604.31 54375.10			20.482843	21.506985	22.582334	23.711451	24.897024	26.141875
Cashier - Aquatics 009012 TEMP												
A	TEMP 012	12/13/2025	16.900000 16.900000	35152.00 35152.00								
Chief Animal Control Officer 001827 MGMT												
A	MGTE 108	9/20/2025	47.081477 66.248366	97929.47 137796.60	47.081477	49.435551	51.907329	54.502695	57.227830	60.089221	63.093682	66.248366
Chief Assistant City Attorney 020046 EXMG												
U	EXMG 219	7/1/2023	75.355187 153.102899	156738.79 318454.03								

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Chief Building Official 001712 MGMT												
A MGTE	015	9/20/2025	63.802118 89.775987	132708.40 186734.05	63.802118	66.992224	70.341835	73.858927	77.551873	81.429467	85.500940	89.775987
Chief Information Officer 020030 EXMG												
U EXMG	085	7/1/2023	73.838908 116.296274	153584.93 241896.25								
Chief Investment Officer 001714 MGMT												
A MGTE	017	9/20/2025	73.204899 103.006644	152266.19 214253.82	73.204899	76.865144	80.708401	84.743821	88.981012	93.430063	98.101566	103.006644
Chief Park Ranger 001949 MGMT												
A MGTE	206	3/10/2026	43.564766 61.300000	90614.71 127504.00	43.564766	45.743004	48.030154	50.431662	52.953245	55.600907	58.380952	61.300000
Chief of Staff to the Mayor 021006 MCSU												
U MCSA	070	9/20/2025	56.593428 90.025962	117714.33 187254.00								
City Attorney 024002 APPO												
U COFF	006	2/7/2026	85.721240 170.673077	178300.18 355000.00								
City Auditor 024004 APPO												
U COFF	010	2/7/2026	58.948716 112.128861	122613.33 233228.03								
City Clerk 024003 APPO												
U COFF	007	2/7/2026	77.176880 115.764803	160527.91 240790.79								
City Council 023001 MCNL												
U MCNL	002	6/14/2025	53.521154 53.521154	111324.00 111324.00								
City Historian 001905 MGMT												
A MGTE	172	9/20/2025	57.487935 80.891299	119574.90 168253.90	57.487935	60.362332	63.380449	66.549471	69.876945	73.370792	77.039332	80.891299
City Housing Manager 001933 MGMT												
A MGTE	205	9/20/2025	55.782990 78.492268	116028.62 163263.92	55.782990	58.572139	61.500746	64.575783	67.804572	71.194801	74.754541	78.492268
City Manager 024000 APPO												
U COFF	008	2/7/2026	131.351442 202.251923	273211.00 420684.00								
City Treasurer 024001 APPO												
U COFF	009	2/7/2026	77.176880 137.860000	160527.91 286748.80								
Claims Collector 016104 L39A												
A OFFT	058	9/20/2025	24.190211 34.038057	50315.64 70799.16	24.190211	25.399722	26.669708	28.003193	29.403353	30.873521	32.417197	34.038057
Code Enforcement Manager 001861 MGMT												
A MGTE	131	9/20/2025	52.313132 73.609829	108811.32 153108.44	52.313132	54.928789	57.675228	60.558989	63.586938	66.766285	70.104599	73.609829

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Code Enforcement Officer 016114 L39A												
A OFFT	065	9/20/2025	29.412366 41.386152	61177.72 86083.20	29.412366	30.882984	32.427133	34.048490	35.750914	37.538460	39.415383	41.386152
Code&Housing Enforcement Chief 001917 MGMT												
A MGTE	183	9/20/2025	57.544445 80.970812	119692.45 168419.29	57.544445	60.421667	63.442750	66.614887	69.945631	73.442913	77.115059	80.970812
Community Center Attendant I 003656 L39A												
A OPMT	038	9/20/2025	20.634890 29.035362	42920.57 60393.55	20.634890	21.666635	22.749967	23.887465	25.081838	26.335930	27.652726	29.035362
Community Center Attendant II 003657 L39A												
A OPMT	039	9/20/2025	23.217334 32.669121	48292.06 67951.77	23.217334	24.378201	25.597111	26.876967	28.220815	29.631856	31.113449	32.669121
Community Engagement Manager 020049 EXMG												
U EXMG	220	9/20/2025	60.945966 80.766053	126767.61 167993.39								
Community Service Officer I 002037 SPOA												
A POAM	010	1/25/2025	30.532950 30.532950	63508.54 63508.54	30.532950							
Community Service Officer II 002038 SPOA												
A POAM	053	1/25/2025	30.532950 37.112992	63508.54 77195.02	30.532950	32.059598	33.662578	35.345707	37.112992			
Community Service Officer III 002036 SPOA												
A POAM	015	1/25/2025	30.532950 37.112992	63508.54 77195.02	30.532950	32.059598	33.662578	35.345707	37.112992			
Community Service Rep I 016023 L39A												
A OFFT	021	9/20/2025	22.896613 32.217835	47624.96 67013.10	22.896613	24.041444	25.243516	26.505692	27.830977	29.222526	30.683652	32.217835
Community Service Rep II 016125 L39A												
A OFFT	067	9/20/2025	25.370730 35.699164	52771.12 74254.26	25.370730	26.639266	27.971229	29.369790	30.838280	32.380194	33.999204	35.699164
Concrete Construction Leadwrkr 015104 L39C												
A SUPV	060	9/20/2025	33.954540 47.777448	70625.44 99377.09	33.954540	35.652267	37.434880	39.306624	41.271955	43.335553	45.502331	47.777448
Construction Inspector I 016025 L39A												
A OFFT	023	9/20/2025	30.174314 42.458290	62762.57 88313.24	30.174314	31.683030	33.267182	34.930541	36.677068	38.510921	40.436467	42.458290
Construction Inspector II 016026 L39A												
A OFFT	024	9/20/2025	33.918675 47.726981	70550.84 99272.12	33.918675	35.614609	37.395339	39.265106	41.228361	43.289779	45.454268	47.726981
Construction Inspector III 016027 L39A												
A OFFT	025	9/20/2025	35.614547 50.113245	74078.26 104235.55	35.614547	37.395274	39.265038	41.228290	43.289705	45.454190	47.726900	50.113245
Contract and Compliance Spclst 001280 MGMT												
A MGTE	173	9/20/2025	38.253297 53.826231	79566.86 111958.56	38.253297	40.165962	42.174260	44.282973	46.497122	48.821978	51.263077	53.826231

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Convention Center General Mgr 001723 MGMT												
A MGTE	020	9/20/2025	63.875484 89.879221	132861.01 186948.78	63.875484	67.069258	70.422721	73.943857	77.641050	81.523103	85.599258	89.879221
Council Representative 021015 MCSU												
U MCSA	048	9/20/2025	28.200000 35.769428	58656.00 74400.41								
Council/Clerk Operations Mngr 021007 MCSU												
U MCSA	080	9/20/2025	43.040000 68.476486	89523.20 142431.09								
Crew Leader (Landscp&Learning) 016033 L39A												
A TEMP	070	12/13/2025	16.900000 23.571034	35152.00 49027.75								
Cultural&Creative Economy Mgr 001921 MGMT												
A MGTE	187	9/20/2025	63.875484 89.879221	132861.01 186948.78	63.875484	67.069258	70.422721	73.943857	77.641050	81.523103	85.599258	89.879221
Curator of Art 001727 MGMT												
A MGTE	023	9/20/2025	48.062386 67.628604	99969.76 140667.50	48.062386	50.465505	52.988780	55.638219	58.420130	61.341137	64.408194	67.628604
Curator of Education 001728 MGMT												
A MGTE	024	9/20/2025	48.062386 67.628604	99969.76 140667.50	48.062386	50.465505	52.988780	55.638219	58.420130	61.341137	64.408194	67.628604
Curator of History 001899 MGMT												
A MGTE	161	9/20/2025	48.062386 67.628604	99969.76 140667.50	48.062386	50.465505	52.988780	55.638219	58.420130	61.341137	64.408194	67.628604
Custodial Supervisor 015018 L39C												
A SUPV	006	9/20/2025	23.302970 32.789618	48470.18 68202.40	23.302970	24.468118	25.691524	26.976100	28.324905	29.741150	31.228208	32.789618
Custodian I 003606 L39A												
A OPMT	003	9/20/2025	20.482843 26.141875	42604.31 54375.10			20.482843	21.506985	22.582334	23.711451	24.897024	26.141875
Custodian II 003922 L39A												
A OPMT	067	9/20/2025	20.482589 27.448629	42603.78 57093.15		20.482589	21.506718	22.582054	23.711157	24.896715	26.141551	27.448629
Customer Service Assistant 016971 L39A												
A OFFT	131	9/20/2025	21.422227 30.143224	44558.23 62697.91	21.422227	22.493338	23.618005	24.798905	26.038850	27.340792	28.707832	30.143224
Customer Service Rep 016972 L39A												
A OFFT	132	9/20/2025	22.510697 31.674811	46822.25 65883.61	22.510697	23.636232	24.818044	26.058946	27.361893	28.729988	30.166487	31.674811
Customer Service Specialist 016973 L39A												
A OFFT	133	9/20/2025	25.449079 35.809412	52934.08 74483.58	25.449079	26.721533	28.057610	29.460491	30.933516	32.480192	34.104202	35.809412
Customer Service Supervisor 015098 L39C												
A SUPV	055	9/20/2025	29.005247 40.813294	60330.91 84891.65	29.005247	30.455509	31.978284	33.577198	35.256058	37.018861	38.869804	40.813294

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Customer Service Trainee 016914 L39A												
A OFFT	106	9/20/2025	20.343484 27.262215	42314.45 56705.41		20.343484	21.360658	22.428691	23.550126	24.727632	25.964014	27.262215
Debt Analyst 001729 MGMT												
A MGTE	025	9/20/2025	39.806877 56.012273	82798.30 116505.53	39.806877	41.797221	43.887082	46.081436	48.385508	50.804783	53.345022	56.012273
Department Systems Spclst I 016217 L39A												
A OFFT	084	9/20/2025	35.812737 50.392118	74490.49 104815.60	35.812737	37.603374	39.483543	41.457720	43.530606	45.707136	47.992493	50.392118
Department Systems Spclst II 016218 L39A												
A OFFT	085	9/20/2025	39.398226 55.437262	81948.31 115309.50	39.398226	41.368137	43.436544	45.608371	47.888790	50.283230	52.797392	55.437262
Deputy Chief Building Official 001900 MGMT												
A MGTE	162	9/20/2025	53.328159 75.038074	110922.57 156079.19	53.328159	55.994567	58.794295	61.734010	64.820710	68.061745	71.464832	75.038074
Deputy City Attorney I 001730 MGMT												
A MGTE	026	9/20/2025	48.262831 67.910652	100386.69 141254.16	48.262831	50.675973	53.209772	55.870261	58.663774	61.596963	64.676811	67.910652
Deputy City Attorney II 001731 MGMT												
A MGTE	027	9/20/2025	56.131604 78.982804	116753.74 164284.23	56.131604	58.938184	61.885093	64.979348	68.228315	71.639731	75.221718	78.982804
Deputy City Clerk 010705 CONF												
A CONF	007	9/20/2025	27.953880 39.333918	58144.07 81814.55	27.953880	29.351574	30.819153	32.360111	33.978117	35.677023	37.460874	39.333918
Deputy Convntn Ctr General Mgr 001889 MGMT												
A MGTE	152	9/20/2025	54.294161 76.397337	112931.86 158906.46	54.294161	57.008869	59.859312	62.852278	65.994892	69.294637	72.759369	76.397337
Deputy Fire Chief 020025 EXMG												
A FM40	002	6/15/2024	68.508236 116.192788	142497.13 241681.00								
Deputy Police Chief 020011 EXMG												
U PEXM	010	6/15/2024	74.769885 126.817111	155521.36 263779.59								
Development Project Manager 001744 MGMT												
A MGTE	038	9/20/2025	43.910180 61.786033	91333.17 128514.95	43.910180	46.105689	48.410973	50.831522	53.373098	56.041753	58.843841	61.786033
Development Services Tech I 016004 L39A												
A OFFT	004	9/20/2025	28.434112 40.009652	59142.95 83220.08	28.434112	29.855818	31.348609	32.916039	34.561841	36.289933	38.104430	40.009652
Development Services Tech II 016005 L39A												
A OFFT	005	9/20/2025	29.855753 42.010042	62099.97 87380.89	29.855753	31.348541	32.915968	34.561766	36.289854	38.104347	40.009564	42.010042
Development Services Tech III 016006 L39A												
A OFFT	006	9/20/2025	31.348520 44.110516	65204.92 91749.87	31.348520	32.915946	34.561743	36.289830	38.104322	40.009538	42.010015	44.110516

[Sal Plan](#) [Grade](#) [Effective Date](#) [Hourly Min/Max](#) [Annual Min/Max](#) [Step 1](#) [Step 2](#) [Step 3](#) [Step 4](#) [Step 5](#) [Step 6](#) [Step 7](#) [Step 8](#)

Director of Community Developmt | 020012 | EXMG

U EXMG	180	7/1/2023	73.838908	116.296538	153584.93	241896.80
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Director of Community Response | 020045 | EXMG

U EXMG	218	9/10/2024	73.838909	116.296538	153584.93	241896.80
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Director of Convntion&Culture | 020013 | EXMG

U EXMG	120	7/1/2023	73.838908	116.296538	153584.93	241896.80
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Director of Economic Developmnt | 020014 | EXMG

U EXMG	070	7/1/2023	67.691509	106.614129	140798.34	221757.39
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Director of Finance | 020015 | EXMG

U EXMG	100	7/1/2023	73.838908	116.296274	153584.93	241896.25
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Director of Govtal Affairs | 020017 | EXMG

U EXMG	080	7/1/2023	57.040548	89.838860	118644.34	186864.83
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Director of Human Resources | 020018 | EXMG

U EXMG	160	7/1/2023	73.838908	116.296538	153584.93	241896.80
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Director of PubSafety Acctblty | 024005 | APPO

U COFF	011	2/7/2026	60.127692	114.345000	125065.60	237837.60
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Director of Public Works | 020021 | EXMG

U EXMG	150	7/1/2023	73.838908	116.296538	153584.93	241896.80
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Director of Utilities | 020022 | EXMG

U EXMG	190	7/1/2023	73.838908	116.296538	153584.93	241896.80
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Director of Yth Parks&Comm Enr | 020019 | EXMG

U EXMG	130	7/1/2023	73.838908	116.296538	153584.93	241896.80
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Dispatcher I | 002049 | SPOA

A POAM	020	1/25/2025	30.542208	37.124244	63527.79	77218.43	30.542208	32.069318	33.672784	35.356423	37.124244
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Dispatcher II | 002050 | SPOA

A POAM	021	1/25/2025	37.346285	45.394643	77680.27	94420.86	37.346285	39.213599	41.174279	43.232993	45.394643
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Dispatcher III | 002051 | SPOA

A POAM	022	8/9/2025	45.189005	54.927518	93993.13	114249.24	45.189005	47.448455	49.820878	52.311922	54.927518
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Dispatcher Recruit | 009113 | TEMP

A TEMP	048	1/25/2025	29.087817	29.087817	60502.66	60502.66	29.087817
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Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Diversity and Equity Manager 001923 MGMT												
A MGTE	197	9/20/2025	55.782990 78.492268	116028.62 163263.92	55.782990	58.572139	61.500746	64.575783	67.804572	71.194801	74.754541	78.492268
EMS Coordinator 001913 MGMT												
A MGTE	180	9/20/2025	48.062386 67.628604	99969.76 140667.50	48.062386	50.465505	52.988780	55.638219	58.420130	61.341137	64.408194	67.628604
Economic Development Manager 001745 MGMT												
A MGTE	039	9/20/2025	57.398927 80.766056	119389.77 167993.40	57.398927	60.268873	63.282317	66.446433	69.768755	73.257193	76.920053	80.766056
Electrical Constructn Insp I 016039 L39A												
A OFFT	026	9/20/2025	28.712979 40.402044	59723.00 84036.25	28.712979	30.148628	31.656059	33.238862	34.900805	36.645845	38.478137	40.402044
Electrical Constructn Insp II 016040 L39A												
A OFFT	027	9/20/2025	31.591320 44.452158	65709.95 92460.49	31.591320	33.170886	34.829430	36.570901	38.399446	40.319418	42.335389	44.452158
Electrical Constructn Insp III 016041 L39A												
A OFFT	028	9/20/2025	33.594571 47.270937	69876.71 98323.55	33.594571	35.274300	37.038015	38.889916	40.834412	42.876133	45.019940	47.270937
Electrical Design Technician 006268 BULT												
A BLDG	026	7/12/2025	35.042487 58.137209	72888.37 120925.40	35.042487	37.670674	40.495975	43.533173	46.798161	50.308023	54.081125	58.137209
Electrician 006004 BULT												
A BLDG	003	7/12/2025	32.259073 53.519387	67098.87 111320.32	32.259073	34.678503	37.279391	40.075345	43.080996	46.312071	49.785476	53.519387
Electrician Supervisor 006006 BULT												
A BLDG	004	7/12/2025	37.430072 62.098330	77854.55 129164.53	37.430072	40.237327	43.255127	46.499262	49.986707	53.735710	57.765888	62.098330
Electronic Maint Tech I 003615 L39A												
A OPMT	007	9/20/2025	32.962890 46.382095	68562.81 96474.76	32.962890	34.611034	36.341586	38.158665	40.066598	42.069928	44.173424	46.382095
Electronic Maint Tech II 003616 L39A												
A OPMT	008	9/20/2025	34.611109 48.701305	71991.11 101298.71	34.611109	36.341664	38.158747	40.066684	42.070018	44.173519	46.382195	48.701305
Electronic Maint Tech Trnee 003614 L39A												
A OPMT	006	9/20/2025	29.966271 42.165554	62329.84 87704.35	29.966271	31.464585	33.037814	34.689705	36.424190	38.245400	40.157670	42.165554
Emergency Communications Mgr 001746 MGMT												
A MGTE	164	9/20/2025	49.810536 70.088426	103605.92 145783.93	49.810536	52.301063	54.916116	57.661922	60.545018	63.572269	66.750882	70.088426
Emergency Medical Service Trnee 009146 TEMP												
A TEMP	078	2/11/2023	18.254436 20.125516	37969.23 41861.07	18.254436	19.167158	20.125516					
Enforcement & Collections Supv 015044 L39C												
A SUPV	021	9/20/2025	31.596110 44.458900	65719.91 92474.51	31.596110	33.175916	34.834712	36.576448	38.405270	40.325533	42.341810	44.458900

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Engineering Manager 001884 MGMT												
A MGTE	147	9/20/2025	67.794427 95.393566	141012.41 198418.62	67.794427	71.184148	74.743355	78.480523	82.404549	86.524776	90.851015	95.393566
Engineering Technician I 016930 L39A												
A OFFT	110	9/20/2025	27.137499 38.185187	56446.00 79425.19	27.137499	28.494374	29.919093	31.415048	32.985800	34.635090	36.366845	38.185187
Engineering Technician II 016931 L39A												
A OFFT	111	9/20/2025	28.494358 40.094423	59268.26 83396.40	28.494358	29.919076	31.415030	32.985781	34.635070	36.366824	38.185165	40.094423
Engineering Technician III 016939 L39A												
A OFFT	116	9/20/2025	31.343986 44.104136	65195.49 91736.60	31.343986	32.911185	34.556744	36.284581	38.098810	40.003751	42.003939	44.104136
Environmental Hlth & Sfty Mngr 001928 MGMT												
A MGTE	200	9/20/2025	55.782990 78.492268	116028.62 163263.92	55.782990	58.572139	61.500746	64.575783	67.804572	71.194801	74.754541	78.492268
Environmental Hlth & Sfty Offr 001809 MGMT												
A MGTE	091	9/20/2025	48.062386 67.628604	99969.76 140667.50	48.062386	50.465505	52.988780	55.638219	58.420130	61.341137	64.408194	67.628604
Environmental Hlth & Sfty Spec 001810 MGMT												
A MGTE	092	9/20/2025	43.693077 61.480547	90881.60 127879.54	43.693077	45.877731	48.171618	50.580199	53.109209	55.764669	58.552902	61.480547
Equal Employment Manager 001139 MGMT												
A MGTE	189	9/20/2025	50.711808 71.356606	105480.56 148421.74	50.711808	53.247398	55.909768	58.705256	61.640519	64.722545	67.958672	71.356606
Equal Employment Specialist 001748 MGMT												
A MGTE	040	9/20/2025	39.418875 55.466317	81991.26 115369.94	39.418875	41.389819	43.459310	45.632276	47.913890	50.309585	52.825064	55.466317
Equipment Maint Supv 015053 L39C												
A SUPV	026	9/20/2025	36.078487 50.766054	75043.25 105593.39	36.078487	37.882411	39.776532	41.765359	43.853627	46.046308	48.348623	50.766054
Equipment Mechanic I 012009 IAMA												
A IAMA	006	7/1/2023	28.102298 39.542755	58452.78 82248.93	28.102298	29.507413	30.982784	32.531923	34.158519	35.866445	37.659767	39.542755
Equipment Mechanic II 012003 IAMA												
A IAMA	002	7/1/2023	30.754596 43.274804	63969.56 90011.59	30.754596	32.292326	33.906942	35.602289	37.382403	39.251523	41.214099	43.274804
Equipment Mechanic III 012004 IAMA												
A IAMA	003	7/1/2023	32.486287 45.711468	67571.48 95079.85	32.486287	34.110601	35.816131	37.606938	39.487285	41.461649	43.534731	45.711468
Equipment Serviceworker 012006 IAMA												
A IAMA	005	7/1/2023	21.387674 30.094607	44486.36 62596.78	21.387674	22.457058	23.579911	24.758907	25.996852	27.296695	28.661530	30.094607
Ethics Program Compliance Ofc 001930 MGMT												
A MGTE	201	9/20/2025	49.636314 69.843280	103243.53 145274.02	49.636314	52.118130	54.724037	57.460239	60.333251	63.349914	66.517410	69.843280

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Events Associate 009093 TEMP												
A TEMP	042	12/13/2025	16.900000 16.900000	35152.00 35152.00								
Events Coordinator 016043 L39A												
A OFFT	029	9/20/2025	25.878263 36.413313	53826.79 75739.69	25.878263	27.172176	28.530785	29.957324	31.455190	33.027949	34.679346	36.413313
Events Duty Person 009067 TEMP												
A TEMP	036	3/22/2022	22.028399 22.028400	45819.07 45819.07								
Events Services Manager 001749 MGMT												
A MGTE	041	9/20/2025	44.203150 62.198271	91942.55 129372.40	44.203150	46.413308	48.733973	51.170672	53.729206	56.415666	59.236449	62.198271
Events Services Supervisor 001750 MGMT												
A MGTE	042	9/20/2025	37.572676 52.868530	78151.17 109966.54	37.572676	39.451310	41.423876	43.495070	45.669824	47.953315	50.350981	52.868530
Evidence & Property Technician 016071 L39A												
A OFFT	041	9/20/2025	26.527557 37.326938	55177.32 77640.03	26.527557	27.853935	29.246632	30.708964	32.244412	33.856633	35.549465	37.326938
Executive Assistant (CMO) 022000 EMSU												
U EXMB	010	9/20/2025	26.010000 41.386226	54100.80 86083.35								
Executive Assistant (MC) 022001 EMSU												
U MCSB	030	9/20/2025	26.010000 41.386226	54100.80 86083.35								
Executive Director SAC CCOMWP 020023 EXMG												
U EXMG	050	7/1/2023	59.666264 93.974360	124105.83 195466.67								
Facilities & Real Prop Supt 001751 MGMT												
A MGTE	043	9/20/2025	48.906181 68.815907	101724.86 143137.09	48.906181	51.351490	53.919064	56.615017	59.445768	62.418056	65.538959	68.815907
Facilities Manager 001880 MGMT												
A MGTE	143	9/20/2025	63.387789 89.192984	131846.60 185521.41	63.387789	66.557178	69.885037	73.379289	77.048253	80.900666	84.945699	89.192984
Finance Manager 001925 MGMT												
A MGTE	193	9/20/2025	55.782990 78.492268	116028.62 163263.92	55.782990	58.572139	61.500746	64.575783	67.804572	71.194801	74.754541	78.492268
Financial Services Supervisor 015092 L39C												
A SUPV	049	9/20/2025	27.608290 38.847634	57425.24 80803.08	27.608290	28.988704	30.438139	31.960046	33.558048	35.235950	36.997747	38.847634
Fingerprint Clerk 016974 L39A												
A OFFT	134	9/20/2025	24.138966 33.965950	50209.05 70649.18	24.138966	25.345914	26.613210	27.943871	29.341065	30.808118	32.348524	33.965950
Fire Assistant Chief 020053 EXMG												
U EXMG	223	9/9/2025	77.004692 108.353332	160169.76 225374.93								

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Fire Assistant Chief (56 Hrs) 020055 EXMG												
U	EX56 001	9/9/2025	55.003352 77.395237	160169.76 225374.93								
Fire Battalion Chief 005170 L522												
A	FR56 007	11/2/2024	47.577237 63.758048	138544.91 185663.44	47.577237	49.956099	52.453904	55.076599	57.830429	60.721950	63.758048	
Fire Battalion Chief (Admin) FA7 L522												
A	FR40 FA7	11/2/2024	66.608131 89.261267	138544.91 185663.44	66.608131	69.938538	73.435465	77.107238	80.962600	85.010730	89.261267	
Fire Captain 005020 L522												
A	FR56 002	11/2/2024	37.978110 50.894298	110592.26 148204.20	37.978110	39.877015	41.870866	43.964409	46.162629	48.470760	50.894298	
Fire Captain (Admin) FA5 L522												
A	FR40 FA5	11/2/2024	53.923698 72.262913	112161.29 150306.86	53.923698	56.619883	59.450877	62.423421	65.544592	68.821822	72.262913	
Fire Chief 020024 EXMG												
A	FM40 001	7/1/2023	77.196447 137.812500	160568.61 286650.00								
Fire Engineer 005050 L522												
A	FR56 003	11/2/2024	33.592714 45.017450	97821.98 131090.81	33.592714	35.272350	37.035968	38.887766	40.832154	42.873762	45.017450	
Fire Engineer (Admin) FA3 L522												
A	FR40 FA3	11/2/2024	47.731095 63.964233	99280.68 133045.60	47.731095	50.117650	52.623533	55.254710	58.017445	60.918317	63.964233	
Fire Investigator I 005067 L522												
A	FR40 004	4/12/2025	47.974087 64.289865	99786.10 133722.92	47.974087	50.372791	52.891431	55.536003	58.312803	61.228443	64.289865	
Fire Investigator I (Admin) FA8 L522												
A	FR40 004	4/12/2025	47.974087 64.289865	99786.10 133722.92	47.974087	50.372791	52.891431	55.536003	58.312803	61.228443	64.289865	
Fire Investigator II 005068 L522												
A	FR40 005	11/2/2024	54.207575 72.643335	112751.76 151098.14	54.207575	56.917954	59.763852	62.752045	65.889647	69.184129	72.643335	
Fire Marshal 020054 EXMG												
U	EXMG 224	9/9/2025	77.004692 108.353332	160169.76 225374.93								
Fire Prevention Officer I 005065 L522												
A	FR40 002	11/2/2024	38.823583 52.027314	80753.05 108216.81	38.823583	40.764762	42.803000	44.943150	47.190308	49.549823	52.027314	
Fire Prevention Officer II 005066 L522												
A	FR40 003	11/2/2024	41.902126 56.152857	87156.42 116797.94	41.902126	43.997232	46.197094	48.506949	50.932296	53.478911	56.152857	
Fire Prevention Officer Trnee 005064 L522												
A	FR40 001	11/2/2024	30.435811 31.957602	63306.49 66471.81	30.435811	31.957602						

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Fire Recruit 009017 TEMP												
A TEMP	076	7/1/2021	25.134000 25.134000	52278.72 52278.72								
Fire Service Worker 012014 IAMA												
A IAMA	009	7/1/2023	24.222627 34.083669	50383.06 70894.03	24.222627	25.433758	26.705446	28.040718	29.442754	30.914892	32.460637	34.083669
Firefighter 005010 L522												
A FR56	001	11/2/2024	30.390654 40.726384	88497.58 118595.23	30.390654	31.910187	33.505696	35.180981	36.940030	38.787032	40.726384	
Firefighter (Admin) FA1 L522												
A FR40	FA1	11/2/2024	43.140467 57.812351	89732.17 120249.69	43.140467	45.297490	47.562365	49.940483	52.437507	55.059382	57.812351	
Fiscal Policy Analyst 001936 MGMT												
A MGTE	208	9/20/2025	37.503229 52.770811	78006.72 109763.29	37.503229	39.378390	41.347310	43.414676	45.585410	47.864681	50.257915	52.770811
Fleet Management Technician 016045 L39A												
A OFFT	031	9/20/2025	32.983944 46.411722	68606.60 96536.38	32.983944	34.633141	36.364798	38.183038	40.092190	42.096800	44.201640	46.411722
Fleet Manager 001881 MGMT												
A MGTE	144	9/20/2025	54.783314 77.085625	113949.29 160338.10	54.783314	57.522480	60.398604	63.418534	66.589461	69.918934	73.414881	77.085625
Fleet Service Coordinator 016976 L39A												
A OFFT	136	9/20/2025	23.665961 33.300382	49225.20 69264.80	23.665961	24.849259	26.091722	27.396308	28.766123	30.204429	31.714650	33.300382
Forensic Investigator I 016047 L39A												
A OFFT	032	9/20/2025	29.592398 41.639476	61552.19 86610.11	29.592398	31.072018	32.625619	34.256900	35.969745	37.768232	39.656644	41.639476
Forensic Investigator II 016048 L39A												
A OFFT	033	9/20/2025	32.551639 45.803426	67707.41 95271.13	32.551639	34.179221	35.888182	37.682591	39.566721	41.545057	43.622310	45.803426
GIS Specialist I 017026 L39A												
A PROF	014	9/20/2025	39.127269 55.055997	81384.72 114516.47	39.127269	41.083632	43.137814	45.294705	47.559440	49.937412	52.434283	55.055997
GIS Specialist II 017027 L39A												
A PROF	015	9/20/2025	43.041718 60.564020	89526.77 125973.16	43.041718	45.193804	47.453494	49.826169	52.317477	54.933351	57.680019	60.564020
GIS Specialist III 017028 L39A												
A PROF	016	9/20/2025	49.012925 68.966108	101946.88 143449.50	49.012925	51.463571	54.036750	56.738588	59.575517	62.554293	65.682008	68.966108
General Intern 009147 TEMP												
A TEMP	079	12/13/2025	16.900000 20.000000	35152.00 41600.00								
General Repair Worker 012010 IAMA												
A IAMA	007	7/1/2023	24.022051 33.801439	49965.87 70306.99	24.022051	25.223154	26.484312	27.808528	29.198954	30.658902	32.191847	33.801439

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Generator Technician 006061 BULT												
A BLDG	023	7/12/2025	34.748762 48.894997	72277.42 101701.59	34.748762	36.486200	38.310510	40.226035	42.237337	44.349204	46.566664	48.894997
Gov't Affairs Mgr Public Sffty 020052 EXMG												
U EXMG	002	2/22/2025	57.040548 89.838861	118644.34 186864.83								
Government Affairs Manager 020050 EXMG												
U EXMG	221	1/16/2025	51.855043 81.671692	107858.49 169877.12								
Graduate Student Trainee 009144 TEMP												
A TEMP	075	12/13/2025	16.900000 16.900000	35152.00 35152.00								
Graphic Designer 001929 MGMT												
A MGTE	199	9/20/2025	29.259662 39.210745	60860.10 81558.35		29.259662	30.722645	32.258777	33.871716	35.565302	37.343567	39.210745
Graphics Assistant 016957 L39A												
A OFFT	127	9/20/2025	20.634890 29.035362	42920.57 60393.55	20.634890	21.666635	22.749967	23.887465	25.081838	26.335930	27.652726	29.035362
HVAC Supervisor 006269 BULT												
A BLDG	027	7/12/2025	37.639572 62.445899	78290.31 129887.47	37.639572	40.462540	43.497231	46.759523	50.266487	54.036473	58.089208	62.445899
HVAC Systems Mechanic 004010 L39B												
A PLNT	006	12/27/2025	36.482080 51.333950	75882.73 106774.62	36.482080	38.306184	40.221493	42.232568	44.344196	46.561406	48.889476	51.333950
Homeless Services Manager 001939 MGMT												
A MGTE	212	9/20/2025	55.782990 78.492268	116028.62 163263.92	55.782990	58.572139	61.500746	64.575783	67.804572	71.194801	74.754541	78.492268
Human Resources Manager 001851 MGMT												
A MGTE	124	9/20/2025	55.782990 78.492268	116028.62 163263.92	55.782990	58.572139	61.500746	64.575783	67.804572	71.194801	74.754541	78.492268
Human Resources Manager-Rep20 020038 EXMG												
U EXMG	042	9/20/2025	54.277298 86.341611	112896.78 179590.55								
IT Manager 001761 MGMT												
A MGTE	052	9/20/2025	61.664714 86.768445	128262.60 180478.37	61.664714	64.747950	67.985347	71.384614	74.953845	78.701537	82.636614	86.768445
IT Supervisor 001762 MGMT												
A MGTE	053	9/20/2025	54.087682 76.106800	112502.38 158302.14	54.087682	56.792066	59.631669	62.613252	65.743915	69.031111	72.482667	76.106800
IT Support Specialist I 016219 L39A												
A OFFT	086	9/20/2025	36.369400 51.175398	75648.35 106444.83	36.369400	38.187870	40.097263	42.102126	44.207232	46.417594	48.738474	51.175398
IT Support Specialist II 016220 L39A												
A OFFT	087	9/20/2025	40.007942 56.295192	83216.52 117094.00	40.007942	42.008339	44.108756	46.314194	48.629904	51.061399	53.614469	56.295192

Salary Schedule/Classification Listing

Schedule Effective Date: May 05, 2026

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
IT Trainee 016221 L39A												
A	OFFT 088	9/20/2025	28.617365 40.267506	59524.12 83756.41	28.617365	30.048233	31.550645	33.128177	34.784586	36.523815	38.350006	40.267506
Instrument Technician I 003648 L39A												
A	OPMT 030	9/20/2025	31.662312 44.552052	65857.61 92668.27	31.662312	33.245428	34.907699	36.653084	38.485738	40.410025	42.430526	44.552052
Instrument Technician II 003649 L39A												
A	OPMT 031	9/20/2025	35.649443 50.162346	74150.84 104337.68	35.649443	37.431915	39.303511	41.268687	43.332121	45.498727	47.773663	50.162346
Instrument Technician Trainee 003646 L39A												
A	OPMT 028	9/20/2025	28.774412 40.488488	59850.78 84216.06	28.774412	30.213133	31.723790	33.309979	34.975478	36.724252	38.560465	40.488488
Instrumentation Supervisor 015087 L39C												
A	SUPV 046	9/20/2025	40.964570 57.641262	85206.31 119893.82	40.964570	43.012798	45.163438	47.421610	49.792690	52.282324	54.896440	57.641262
Integrated Waste Collectns Supt 001763 MGMT												
A	MGTE 054	9/20/2025	50.875461 71.586883	105820.96 148900.72	50.875461	53.419234	56.090196	58.894706	61.839441	64.931413	68.177984	71.586883
Integrated Waste Equip Operatr 003663 L39A												
A	OPMT 044	4/4/2026	28.008010 39.410080	58256.66 81972.97	28.008010	29.408410	30.878830	32.422771	34.043910	35.746105	37.533410	39.410080
Integrated Waste General Mgr 001764 MGMT												
A	MGTE 055	9/20/2025	60.599464 85.269531	126046.88 177360.62	60.599464	63.629437	66.810909	70.151454	73.659027	77.341978	81.209077	85.269531
Integrated Waste General Supv 001765 MGMT												
A	MGTE 056	9/20/2025	45.787913 64.428193	95238.86 134010.64	45.787913	48.077309	50.481174	53.005233	55.655495	58.438270	61.360184	64.428193
Integrated Waste Planning Supt 001766 MGMT												
A	MGTE 057	9/20/2025	50.875461 71.586883	105820.96 148900.72	50.875461	53.419234	56.090196	58.894706	61.839441	64.931413	68.177984	71.586883
Integrated Waste Supervisor 015032 L39C												
A	SUPV 014	4/4/2026	38.499590 54.172789	80079.15 112679.40	38.499590	40.424569	42.445797	44.568087	46.796491	49.136316	51.593132	54.172789
Investigator 001944 MGMT												
A	MGTE 216	9/20/2025	33.057527 46.515259	68759.66 96751.74	33.057527	34.710403	36.445923	38.268219	40.181630	42.190711	44.300247	46.515259
Investment Officer 001767 MGMT												
A	MGTE 058	9/20/2025	51.853470 72.963038	107855.22 151763.12	51.853470	54.446143	57.168450	60.026872	63.028216	66.179627	69.488608	72.963038
Investment Operations Analyst 001890 MGMT												
A	MGTE 153	9/20/2025	43.574345 61.313479	90634.64 127532.04	43.574345	45.753062	48.040715	50.442751	52.964889	55.613133	58.393790	61.313479
Irrigation Technician 003921 L39A												
A	OPMT 066	9/20/2025	24.868877 34.993009	51727.26 72785.46	24.868877	26.112321	27.417937	28.788834	30.228276	31.739690	33.326675	34.993009

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Junior Engineer 011010 WCOE												
A WCOE	001	6/29/2024	31.466198 44.276100	65449.69 92094.29	31.466198	33.039508	34.691483	36.426057	38.247360	40.159728	42.167714	44.276100
Junior Landscape Assistant 011024 WCOE												
A WCOE	015	6/29/2024	31.466198 44.276100	65449.69 92094.29	31.466198	33.039508	34.691483	36.426057	38.247360	40.159728	42.167714	44.276100
Junior Planner 017004 L39A												
A PROF	004	9/20/2025	28.847980 40.592005	60003.80 84431.37	28.847980	30.290379	31.804898	33.395143	35.064900	36.818145	38.659052	40.592005
Junior Plant Operator 004001 L39B												
A PLNT	001	12/27/2025	26.900744 37.852048	55953.55 78732.26	26.900744	28.245781	29.658070	31.140974	32.698023	34.332924	36.049570	37.852048
Labor Relations Adm/EEO Invstg 020048 EXMG												
U EXMG	006	9/20/2025	43.758000 64.340111	91016.64 133827.43								
Labor Relations Analyst 020034 EXMG												
U EXMG	005	9/20/2025	33.113798 52.671500	68876.70 109556.72								
Labor Relations Officer 020036 EXMG												
U EXMG	015	9/20/2025	44.168865 70.261615	91871.24 146144.16								
Landscape Assistant 011017 WCOE												
A WCOE	008	6/29/2024	36.792010 51.770051	76527.38 107681.71	36.792010	38.631610	40.563190	42.591349	44.720916	46.956962	49.304810	51.770051
Landscape Technician I 016209 L39A												
A OFFT	077	9/20/2025	27.137499 38.185187	56446.00 79425.19	27.137499	28.494374	29.919093	31.415048	32.985800	34.635090	36.366845	38.185187
Landscape Technician II 016054 L39A												
A OFFT	035	9/20/2025	28.494358 40.094423	59268.26 83396.40	28.494358	29.919076	31.415030	32.985781	34.635070	36.366824	38.185165	40.094423
Law Office Administrator 001853 MGMT												
A MGTE	126	9/20/2025	47.052667 66.207826	97869.55 137712.28	47.052667	49.405300	51.875565	54.469343	57.192810	60.052450	63.055072	66.207826
Lead Events Associate 009094 TEMP												
A TEMP	043	12/13/2025	16.900000 16.900000	35152.00 35152.00								
Lead Forensic Investigator 016926 L39A												
A OFFT	109	9/20/2025	35.806871 50.383866	74478.29 104798.44	35.806871	37.597215	39.477076	41.450930	43.523477	45.699651	47.984634	50.383866
Legal Secretary (Ex) 010803 CONF												
A CONF	021	9/20/2025	30.161889 42.440806	62736.73 88276.88	30.161889	31.669983	33.253482	34.916156	36.661964	38.495062	40.419815	42.440806
Legal Staff Assistant (Ex) 010809 CONF												
A CONF	025	9/20/2025	21.426359 30.149038	44566.83 62710.00	21.426359	22.497677	23.622561	24.803689	26.043873	27.346067	28.713370	30.149038

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Licensed Land Surveyor 001770 MGMT												
A MGTE	165	9/20/2025	49.796378 70.068504	103576.47 145742.49	49.796378	52.286197	54.900507	57.645532	60.527809	63.554199	66.731909	70.068504
Lifeguard 009013 TEMP												
A TEMP	013	4/20/2024	18.500000 18.500000	38480.00 38480.00	18.500000							
Locksmith 003928 L39A												
A OPMT	074	9/20/2025	28.806200 40.533217	59916.90 84309.09	28.806200	30.246510	31.758836	33.346778	35.014117	36.764823	38.603064	40.533217
Machinist 006009 BULT												
A BLDG	006	7/12/2025	31.290192 51.911966	65083.60 107976.89	31.290192	33.636956	36.159728	38.871708	41.787086	44.921117	48.290201	51.911966
Machinist Helper 006011 BULT												
A BLDG	008	7/12/2025	25.076252 41.602734	52158.60 86533.69	25.076252	26.956971	28.978744	31.152150	33.488561	36.000203	38.700218	41.602734
Machinist Supervisor 006010 BULT												
A BLDG	007	7/12/2025	36.338116 60.286722	75583.28 125396.38	36.338116	39.063475	41.993236	45.142729	48.528434	52.168067	56.080672	60.286722
Mail Processor I 016028 L39A												
A OFFT	154	9/20/2025	20.836484 29.319025	43339.89 60983.57	20.836484	21.878308	22.972223	24.120834	25.326876	26.593220	27.922881	29.319025
Mail Processor II 016022 L39A												
A OFFT	152	9/20/2025	22.408614 31.531171	46609.92 65584.84	22.408614	23.529045	24.705497	25.940772	27.237811	28.599702	30.029687	31.531171
Mail Processor II (Legacy) 016010 L39A												
A OFFT	151	9/20/2025	23.529045 33.107730	48940.41 68864.08	23.529045	24.705497	25.940772	27.237811	28.599702	30.029687	31.531171	33.107730
Maintenance Worker 003651 L39A												
A OPMT	033	9/20/2025	20.634585 29.034933	42919.94 60392.66	20.634585	21.666314	22.749630	23.887111	25.081467	26.335540	27.652317	29.034933
Marina Aide 009061 TEMP												
A TEMP	032	12/13/2025	16.900000 16.900000	35152.00 35152.00								
Marina Manager 001773 MGMT												
A MGTE	062	9/20/2025	43.693077 61.480547	90881.60 127879.54	43.693077	45.877731	48.171618	50.580199	53.109209	55.764669	58.552902	61.480547
Marina&Boating Facilities Attd 003650 L39A												
A OPMT	032	9/20/2025	21.878307 30.784975	45506.88 64032.75	21.878307	22.972222	24.120833	25.326875	26.593219	27.922880	29.319024	30.784975
Mayor 023000 MCNL												
U MCNL	001	6/14/2025	88.684615 88.684615	184464.00 184464.00								
Mayor Council Intern 009130 TEMP												
A TEMP	064	12/13/2025	16.900000 24.040000	35152.00 50003.20								

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Mayoral Aide 022003 EMSU												
U MCSB	010	12/13/2025	16.900000 23.120904	35152.00 48091.48								
Mechanical Maintenance Supv 006054 BULT												
A BLDG	016	7/12/2025	34.851458 57.820280	72491.03 120266.18	34.851458	37.465317	40.275216	43.295857	46.543046	50.033774	53.786307	57.820280
Media & Communications Officer 020027 EXMG												
U EXMG	020	9/20/2025	47.369260 75.358240	98528.06 156745.14								
Media & Communications Spclst 001775 MGMT												
A MGTE	064	9/20/2025	38.253297 53.826231	79566.86 111958.56	38.253297	40.165962	42.174260	44.282973	46.497122	48.821978	51.263077	53.826231
Media Production Specialist I 017013 L39A												
A PROF	007	9/20/2025	29.231381 41.131488	60801.27 85553.50	29.231381	30.692950	32.227597	33.838977	35.530926	37.307472	39.172846	41.131488
Media Production Specialist II 017025 L39A												
A PROF	013	9/20/2025	32.715949 46.034625	68049.17 95752.02	32.715949	34.351746	36.069333	37.872800	39.766440	41.754762	43.842500	46.034625
Meter Reader 003621 L39A												
A OPMT	011	9/20/2025	21.101523 26.931484	43891.17 56017.49			21.101523	22.156599	23.264429	24.427650	25.649032	26.931484
Meter Reading Supervisor 015094 L39C												
A SUPV	051	9/20/2025	28.131065 39.583233	58512.62 82333.12	28.131065	29.537618	31.014499	32.565224	34.193485	35.903159	37.698317	39.583233
Museum Security Supervisor 015086 L39C												
A SUPV	045	9/20/2025	24.950083 35.107272	51896.17 73023.13	24.950083	26.197587	27.507466	28.882839	30.326981	31.843330	33.435497	35.107272
Neighborhood Rsrcs Coord I 016968 L39A												
A OFFT	129	9/20/2025	26.495137 37.281319	55109.88 77545.14	26.495137	27.819894	29.210889	30.671433	32.205005	33.815255	35.506018	37.281319
Neighborhood Rsrcs Coord II 016969 L39A												
A OFFT	130	9/20/2025	29.858372 42.013730	62105.41 87388.56	29.858372	31.351291	32.918856	34.564799	36.293039	38.107691	40.013076	42.013730
Neighborhood Services Area Mgr 001778 MGMT												
A MGTE	067	9/20/2025	51.066951 71.856329	106219.26 149461.16	51.066951	53.620299	56.301314	59.116380	62.072199	65.175809	68.434599	71.856329
Neighborhood Services Manager 001901 MGMT												
A MGTE	167	9/20/2025	68.089126 95.808238	141625.38 199281.14	68.089126	71.493582	75.068261	78.821674	82.762758	86.900896	91.245941	95.808238
Nurse 009027 TEMP												
D DALY	006	10/4/2014	52.240000 63.200000	19067.60 23068.00	52.240000	57.460000	63.200000					
OPS Accountability Analyst 021022 MCSU												
U MCSA	132	9/20/2025	32.225726 51.263072	67029.51 106627.19								

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
OPS Accountability Insp. Gen. 021024 MCSU												
U MCSA	134	9/20/2025	44.452005 70.712034	92460.17 147081.03								
OPSA Assistant Director 020051 EXMG												
U EXMG	222	9/20/2025	49.015611 77.971577	101952.47 162180.88								
OPSA Community Engmt Coord 021028 MCSU												
U MCSA	138	9/20/2025	32.225726 51.263072	67029.51 106627.19								
OPSA Deputy Inspector General 021027 MCSU												
U MCSA	137	9/20/2025	40.410913 64.283663	84054.70 133710.02								
OPSA Investigator 021021 MCSU												
U MCSA	131	9/20/2025	38.648779 61.480548	80389.46 127879.54								
OPSA Senior Investigator 021029 MCSU												
U MCSA	139	9/20/2025	40.581221 64.554577	84408.94 134273.52								
Office Specialist 016095 L39A												
A OFFT	054	9/20/2025	21.096969 26.925672	43881.70 56005.40	21.096969	22.151817	23.259408	24.422378	25.643497	26.925672		
Operations General Supervisor 001802 MGMT												
A MGTE	086	9/20/2025	43.693077 61.480547	90881.60 127879.54	43.693077	45.877731	48.171618	50.580199	53.109209	55.764669	58.552902	61.480547
Painter 006012 BULT												
A BLDG	009	7/12/2025	28.059355 46.551848	58363.46 96827.84	28.059355	30.163807	32.426092	34.858049	37.472403	40.282833	43.304045	46.551848
Paralegal (Ex) 010804 CONF												
A CONF	022	9/20/2025	32.991444 46.422275	68622.20 96558.33	32.991444	34.641016	36.373067	38.191720	40.101306	42.106371	44.211690	46.422275
Paralegal Tech Support (Ex) 010805 CONF												
A CONF	36	9/20/2025	39.456910 55.519835	82070.37 115481.26	39.456910	41.429756	43.501244	45.676306	47.960121	50.358127	52.876033	55.519835
Park Equipment Operator 003666 L39A												
A OPMT	046	9/20/2025	25.182908 35.434880	52380.45 73704.55	25.182908	26.442053	27.764156	29.152364	30.609982	32.140481	33.747505	35.434880
Park Maintenance Manager 001781 MGMT												
A MGTE	069	9/20/2025	49.650180 69.862787	103272.37 145314.60	49.650180	52.132689	54.739323	57.476289	60.350103	63.367608	66.535988	69.862787
Park Maintenance Superintendent 001782 MGMT												
A MGTE	070	9/20/2025	44.685161 62.876508	92945.14 130783.14	44.685161	46.919419	49.265390	51.728659	54.315092	57.030847	59.882389	62.876508
Park Maintenance Worker 003927 L39A												
A OPMT	072	9/20/2025	20.741265 21.778328	43141.83 45298.92							20.741265	21.778328

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Park Maintenance Worker I 003653 L39A												
A OPMT	035	9/20/2025	20.634890 29.035362	42920.57 60393.55	20.634890	21.666635	22.749967	23.887465	25.081838	26.335930	27.652726	29.035362
Park Maintenance Worker II 003654 L39A												
A OPMT	036	9/20/2025	23.308210 32.796991	48481.08 68217.74	23.308210	24.473620	25.697301	26.982166	28.331274	29.747838	31.235230	32.796991
Park Maintenance Worker III 003655 L39A												
A OPMT	037	9/20/2025	27.216887 38.296894	56611.12 79657.54	27.216887	28.577731	30.006618	31.506949	33.082296	34.736411	36.473232	38.296894
Park Plan Design & Devlpmt Mgr 001869 MGMT												
A MGTE	135	9/20/2025	56.210324 79.093571	116917.47 164514.63	56.210324	59.020840	61.971882	65.070476	68.324000	71.740200	75.327210	79.093571
Park Safety Ranger 002061 SPOA												
A POAM	051	1/25/2025	31.711000 44.620562	65958.88 92810.77	31.711000	33.296550	34.961378	36.709447	38.544919	40.472165	42.495773	44.620562
Park Safety Ranger Assistant 002060 SPOA												
A POAM	050	1/25/2025	28.828181 40.564147	59962.62 84373.43	28.828181	30.269590	31.783070	33.372224	35.040835	36.792877	38.632521	40.564147
Park Safety Ranger Supervisor 002062 SPOA												
A POAM	052	1/25/2025	36.467650 51.313646	75852.71 106732.38	36.467650	38.291033	40.205585	42.215864	44.326657	46.542990	48.870139	51.313646
Parking Enforcement Officer 003630 L39A												
A OPMT	016	9/20/2025	22.542314 31.719300	46888.01 65976.14	22.542314	23.669430	24.852902	26.095547	27.400324	28.770340	30.208857	31.719300
Parking Enforcement Supervisor 015025 L39C												
A SUPV	010	9/20/2025	25.899682 36.443453	53871.34 75802.38	25.899682	27.194666	28.554399	29.982119	31.481225	33.055286	34.708050	36.443453
Parking Facilities Maint Supv 015055 L39C												
A SUPV	027	9/20/2025	29.350002 41.298400	61048.00 85900.67	29.350002	30.817502	32.358377	33.976296	35.675111	37.458867	39.331810	41.298400
Parking Lot Attendant 003627 L39A												
A OPMT	013	9/20/2025	20.293342 27.195018	42210.15 56565.64		20.293342	21.308009	22.373409	23.492079	24.666683	25.900017	27.195018
Parking Lot Supervisor 015026 L39C												
A SUPV	011	9/20/2025	23.146208 32.569039	48144.11 67743.60	23.146208	24.303518	25.518694	26.794629	28.134360	29.541078	31.018132	32.569039
Parking Manager 001882 MGMT												
A MGTE	145	9/20/2025	55.714327 78.395652	115885.80 163062.96	55.714327	58.500043	61.425045	64.496297	67.721112	71.107168	74.662526	78.395652
Parking Meter Coin Collector 003628 L39A												
A OPMT	014	9/20/2025	20.634890 29.035362	42920.57 60393.55	20.634890	21.666635	22.749967	23.887465	25.081838	26.335930	27.652726	29.035362
Parking Meter Collection Supv 015085 L39C												
A SUPV	044	9/20/2025	25.426412 35.777516	52886.94 74417.23	25.426412	26.697733	28.032620	29.434251	30.905964	32.451262	34.073825	35.777516

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Parking Meter Repair Worker 003629 L39A												
A OPMT	015	9/20/2025	22.754505 32.017873	47329.37 66597.18	22.754505	23.892230	25.086841	26.341183	27.658242	29.041154	30.493212	32.017873
Parks Supervisor 015028 L39C												
A SUPV	013	9/20/2025	32.254108 45.384769	67088.54 94400.32	32.254108	33.866813	35.560154	37.338162	39.205070	41.165324	43.223590	45.384769
Payroll Technician 010707 CONF												
A CONF	008	9/20/2025	27.917882 39.283264	58069.20 81709.19	27.917882	29.313776	30.779465	32.318438	33.934360	35.631078	37.412632	39.283264
Permit Services Manager 001784 MGMT												
A MGTE	071	9/20/2025	46.484361 65.408165	96687.47 136048.98	46.484361	48.808579	51.249008	53.811458	56.502031	59.327133	62.293490	65.408165
Permit Services Supervisor 015114 L39C												
A SUPV	075	9/20/2025	34.483371 48.521568	71725.41 100924.86	34.483371	36.207540	38.017917	39.918813	41.914754	44.010492	46.211017	48.521568
Personnel Analyst 010823 CONF												
A CONF	043	9/20/2025	35.653039 50.167408	74158.32 104348.21	35.653039	37.435691	39.307476	41.272850	43.336493	45.503318	47.778484	50.167408
Personnel Analyst 014012 MSUP												
A MSUP	012	9/20/2025	35.653039 50.167408	74158.32 104348.21	35.653039	37.435691	39.307476	41.272850	43.336493	45.503318	47.778484	50.167408
Personnel Technician 010708 CONF												
A CONF	009	9/20/2025	27.917882 39.283264	58069.20 81709.19	27.917882	29.313776	30.779465	32.318438	33.934360	35.631078	37.412632	39.283264
Personnel Transactions Coord 016065 L39A												
A OFFT	037	9/20/2025	21.426556 30.149317	44567.24 62710.58	21.426556	22.497884	23.622778	24.803917	26.044113	27.346319	28.713635	30.149317
Pick Up Driver 016988 L39A												
A OFFT	150	9/20/2025	20.558278 23.798777	42761.22 49501.46					20.558278	21.586192	22.665502	23.798777
Pilot 009126 TEMP												
A TEMP	059	6/21/2008	35.433200 41.338800	73701.06 85984.70	35.433200	38.386000	41.338800					
Planning Director 001786 MGMT												
A MGTE	073	9/20/2025	61.914860 87.120426	128782.91 181210.49	61.914860	65.010603	68.261133	71.674190	75.257899	79.020794	82.971834	87.120426
Plans Examiner I 016007 L39A												
A OFFT	007	9/20/2025	30.064801 42.304194	62534.79 87992.72	30.064801	31.568041	33.146443	34.803765	36.543953	38.371151	40.289709	42.304194
Plans Examiner II 016008 L39A												
A OFFT	008	9/20/2025	31.652170 44.537782	65836.51 92638.59	31.652170	33.234778	34.896517	36.641343	38.473410	40.397081	42.416935	44.537782
Plans Examiner III 016009 L39A												
A OFFT	009	9/20/2025	37.021781 52.093364	77005.30 108354.20	37.021781	38.872870	40.816514	42.857340	45.000207	47.250217	49.612728	52.093364

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Plant Operator 004002 L39B												
A PLNT	002	12/27/2025	32.222875 45.340821	67023.58 94308.91	32.222875	33.834019	35.525720	37.302006	39.167106	41.125461	43.181734	45.340821
Plumber 006014 BULT												
A BLDG	010	7/12/2025	30.087553 49.916730	62582.11 103826.80	30.087553	32.344119	34.769928	37.377673	40.180999	43.194574	46.434167	49.916730
Plumber Apprentice 006264 BULT												
A BLDG	021	7/12/2025	17.974748 29.820990	37387.48 62027.66	17.974748	19.322854	20.772068	22.329973	24.004721	25.805075	27.740456	29.820990
Plumbing Supervisor 006270 BULT												
A BLDG	028	7/12/2025	33.836365 56.136193	70379.64 116763.28	33.836365	36.374092	39.102149	42.034810	45.187421	48.576478	52.219714	56.136193
Police Background Investigator 009104 TEMP												
A TEMP	044	9/16/2019	31.025600 31.025600	64533.25 64533.25	31.025600							
Police Captain 001789 MGMT												
A MGTP	076	9/20/2025	83.218966 117.097443	173095.45 243562.68	83.218966	87.379914	91.748910	96.336355	101.153173	106.210832	111.521374	117.097443
Police Chief 020028 EXMG												
U PEXM	020	7/1/2023	86.581153 149.927884	180088.80 311850.00								
Police Clerk I 016066 L39A												
A OFFT	038	9/20/2025	21.052576 23.210465	43789.36 48277.77						21.052576	22.105205	23.210465
Police Clerk II 016067 L39A												
A OFFT	039	9/20/2025	21.096969 26.925672	43881.70 56005.40			21.096969	22.151817	23.259408	24.422378	25.643497	26.925672
Police Clerk III 016068 L39A												
A OFFT	040	9/20/2025	21.254079 29.906623	44208.48 62205.78	21.254079	22.316783	23.432622	24.604253	25.834466	27.126189	28.482498	29.906623
Police Lieutenant 001870 MGMT												
A MGTP	136	9/20/2025	72.364318 101.823862	150517.78 211793.63	72.364318	75.982534	79.781661	83.770744	87.959281	92.357245	96.975107	101.823862
Police Officer 002027 SPOA												
A SPOA	002	1/25/2025	42.972486 57.587240	89382.77 119781.46	42.972486	45.121110	47.377165	49.746023	52.233324	54.844990	57.587240	
Police Officer Recruit 009123 TEMP												
A TEMP	056	1/25/2025	40.926177 40.926177	85126.45 85126.45	40.926177							
Police Records Specialist I 016933 L39A												
A OFFT	113	9/20/2025	21.615257 30.414838	44959.74 63262.86	21.615257	22.696020	23.830821	25.022362	26.273480	27.587154	28.966512	30.414838
Police Records Specialist II 016934 L39A												
A OFFT	114	9/20/2025	24.857595 34.977134	51703.80 72752.44	24.857595	26.100475	27.405499	28.775774	30.214563	31.725291	33.311556	34.977134

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Police Records Specialist III 016935 L39A												
A OFFT	115	9/20/2025	27.343325 38.474805	56874.12 80027.59	27.343325	28.710491	30.146016	31.653317	33.235983	34.897782	36.642671	38.474805
Police Records Supervisor 015101 L39C												
A SUPV	057	9/20/2025	30.077698 42.322342	62561.61 88030.47	30.077698	31.581583	33.160662	34.818695	36.559630	38.387611	40.306992	42.322342
Police Sergeant 002015 SPOA												
A SPOA	001	1/25/2025	57.326370 69.680560	119238.85 144935.56	57.326370	60.192688	63.202322	66.362438	69.680560			
Police Social Services Admnstr 001932 MGMT												
A MGTE	204	9/20/2025	48.061208 67.626946	99967.31 140664.05	48.061208	50.464268	52.987481	55.636855	58.418698	61.339633	64.406615	67.626946
Pool Manager 009015 TEMP												
A TEMP	015	4/20/2024	24.500000 24.500000	50960.00 50960.00	24.500000							
Principal Accountant 001791 MGMT												
A MGTE	078	9/20/2025	41.686479 58.657062	86707.88 122006.69	41.686479	43.770803	45.959343	48.257310	50.670176	53.203685	55.863869	58.657062
Principal Applications Develpr 001828 MGMT												
A MGTE	109	9/20/2025	53.225725 74.893941	110709.51 155779.40	53.225725	55.887011	58.681362	61.615430	64.696202	67.931012	71.327563	74.893941
Principal Budget Analyst 020041 EXMG												
U EXMG	036	9/20/2025	45.450966 72.301120	94538.01 150386.33								
Principal Building Inspector 001793 MGMT												
A MGTE	079	9/20/2025	47.995343 67.534265	99830.31 140471.27	47.995343	50.395110	52.914865	55.560608	58.338638	61.255570	64.318348	67.534265
Principal Engineer 001918 MGMT												
A MGTE	184	9/20/2025	60.506877 85.139253	125854.30 177089.65	60.506877	63.532221	66.708832	70.044274	73.546488	77.223812	81.085003	85.139253
Principal Fiscal Policy Anlyst 001937 MGMT												
A MGTE	209	9/20/2025	50.375548 70.883455	104781.14 147437.59	50.375548	52.894325	55.539041	58.315993	61.231793	64.293383	67.508052	70.883455
Principal Planner 001795 MGMT												
A MGTE	080	9/20/2025	52.627630 74.052362	109465.47 154028.91	52.627630	55.259012	58.021963	60.923061	63.969214	67.167675	70.526059	74.052362
Principal Systems Engineer 001796 MGMT												
A MGTE	081	9/20/2025	53.225725 74.893941	110709.51 155779.40	53.225725	55.887011	58.681362	61.615430	64.696202	67.931012	71.327563	74.893941
Process Control Supervisor 001947 MGMT												
A MGTE	219	9/20/2025	46.167391 64.962156	96028.17 135121.28	46.167391	48.475761	50.899549	53.444526	56.116752	58.922590	61.868720	64.962156
Process Control Systems Splst 017037 L39A												
A PROF	023	9/20/2025	43.173088 60.748869	89800.02 126357.65	43.173088	45.331742	47.598329	49.978245	52.477157	55.101015	57.856066	60.748869

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Procurement Services Manager 001797 MGMT												
A MGTE	082	9/20/2025	55.782990 78.492268	116028.62 163263.92	55.782990	58.572139	61.500746	64.575783	67.804572	71.194801	74.754541	78.492268
Program Coord. (Adaptive Rec.) 016985 L39A												
A OFFT	146	9/20/2025	24.089952 33.896983	50107.10 70505.72	24.089952	25.294450	26.559173	27.887132	29.281489	30.745563	32.282841	33.896983
Program Coord. (Older Adults) 016984 L39A												
A OFFT	145	9/20/2025	24.089952 33.896983	50107.10 70505.72	24.089952	25.294450	26.559173	27.887132	29.281489	30.745563	32.282841	33.896983
Program Coordinator 016210 L39A												
A OFFT	078	9/20/2025	23.617603 33.232337	49124.61 69123.26	23.617603	24.798483	26.038407	27.340327	28.707343	30.142710	31.649845	33.232337
Program Developer 016211 L39A												
A OFFT	079	9/20/2025	21.113064 28.293526	43915.17 58850.53		21.113064	22.168717	23.277153	24.441011	25.663062	26.946215	28.293526
Program Develpr (Older Adults) 016986 L39A												
A OFFT	147	9/20/2025	20.509834 28.859397	42660.46 60027.55	20.509834	21.535326	22.612092	23.742697	24.929832	26.176324	27.485140	28.859397
Program Leader 016949 L39A												
A OFFT	121	9/20/2025	20.361550 23.571038	42352.02 49027.76					20.361550	21.379627	22.448608	23.571038
Program Leader (Older Adults) 016987 L39A												
A OFFT	148	9/20/2025	21.069777 23.229429	43825.14 48317.21						21.069777	22.123266	23.229429
Program Manager 001798 MGMT												
A MGTE	083	9/20/2025	48.062386 67.628604	99969.76 140667.50	48.062386	50.465505	52.988780	55.638219	58.420130	61.341137	64.408194	67.628604
Program Specialist 001799 MGMT												
A MGTE	084	9/20/2025	43.693077 61.480547	90881.60 127879.54	43.693077	45.877731	48.171618	50.580199	53.109209	55.764669	58.552902	61.480547
Program Supervisor 015091 L39C												
A SUPV	048	9/20/2025	30.760057 43.282490	63980.92 90027.58	30.760057	32.298060	33.912963	35.608611	37.389042	39.258494	41.221419	43.282490
Program Suprvsr (Older Adults) 015112 L39C												
A SUPV	073	9/20/2025	31.375259 44.148139	65260.54 91828.13	31.375259	32.944022	34.591223	36.320784	38.136823	40.043664	42.045847	44.148139
Public Information Coordinator 017022 L39A												
A PROF	011	9/20/2025	28.105171 39.546800	58458.76 82257.34	28.105171	29.510430	30.985952	32.535250	34.162012	35.870113	37.663619	39.546800
Public Safety Admin. Manager 001788 MGMT												
A MGTE	075	9/20/2025	49.810536 70.088426	103605.92 145783.93	49.810536	52.301063	54.916116	57.661922	60.545018	63.572269	66.750882	70.088426
Public Safety Communicatns Mgr 001931 MGMT												
A MGTE	203	9/20/2025	59.772643 84.106111	124327.10 174940.71	59.772643	62.761275	65.899339	69.194306	72.654021	76.286722	80.101058	84.106111

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Public Service Aide 009037 TEMP												
A TEMP	025	12/13/2025	16.900000 16.900000	35152.00 35152.00								
Real Property Agent I 017032 L39A												
A PROF	019	9/20/2025	31.673730 44.568119	65881.36 92701.69	31.673730	33.257417	34.920288	36.666302	38.499617	40.424598	42.445828	44.568119
Real Property Agent II 017033 L39A												
A PROF	020	9/20/2025	36.542830 51.419432	76009.09 106952.42	36.542830	38.369971	40.288470	42.302894	44.418039	46.638941	48.970888	51.419432
Real Property Agent III 017034 L39A												
A PROF	021	9/20/2025	40.499869 56.987382	84239.73 118533.76	40.499869	42.524862	44.651105	46.883660	49.227843	51.689235	54.273697	56.987382
Recreation Aide 016034 L39A												
A TEMP	027	12/13/2025	16.900000 17.291476	35152.00 35966.27								
Recreation Aide (Older Adults) 016035 L39A												
A TEMP	071	12/13/2025	16.900000 17.120272	35152.00 35610.17								
Recreation General Supervisor 001805 MGMT												
A MGTE	089	9/20/2025	38.856106 54.674444	80820.70 113722.84	38.856106	40.798911	42.838857	44.980800	47.229840	49.591332	52.070899	54.674444
Recreation Leader (Adpt Rec) 016036 L39A												
A TEMP	026	12/13/2025	16.900000 17.291476	35152.00 35966.27								
Recreation Manager 001803 MGMT												
A MGTE	087	9/20/2025	50.792295 71.469861	105647.97 148657.31	50.792295	53.331910	55.998505	58.798430	61.738352	64.825270	68.066534	71.469861
Recreation Superintendent 001804 MGMT												
A MGTE	088	9/20/2025	43.173452 60.749383	89800.78 126358.72	43.173452	45.332125	47.598731	49.978668	52.477601	55.101481	57.856555	60.749383
Registered Veterinary Tech 003926 L39A												
A OPMT	071	9/20/2025	28.084924 39.518307	58416.64 82198.08	28.084924	29.489170	30.963629	32.511810	34.137400	35.844270	37.636483	39.518307
Registrar 017014 L39A												
A PROF	008	9/20/2025	27.192103 38.262020	56559.57 79585.00	27.192103	28.551708	29.979293	31.478258	33.052171	34.704780	36.440019	38.262020
Reserve Community Service Off 002000 SPOA												
A TEMP	062	1/25/2025	30.532950 30.532950	63508.54 63508.54	30.532950							
Reserve Dispatcher 002001 SPOA												
A TEMP	049	1/25/2025	45.394643 45.394643	94420.86 94420.86	45.394643							
Reserve Evidence & Prop Tech 009021 TEMP												
A TEMP	060	6/21/2008	19.310800 19.310800	40166.46 40166.46	19.310800							

[Sal Plan](#) [Grade](#) [Effective Date](#) [Hourly Min/Max](#) [Annual Min/Max](#) [Step 1](#) [Step 2](#) [Step 3](#) [Step 4](#) [Step 5](#) [Step 6](#) [Step 7](#) [Step 8](#)

Reserve Police Officer I | 002002 | SPOA

A TEMP	006	1/25/2025	52.735567	57.587240	109689.98	119781.46	57.587240	52.735567	52.735567
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Reserve Police Officer II | 002003 | SPOA

A TEMP	004	1/25/2025	42.972486	42.972486	89382.77	89382.77	42.972486
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Reserve Police Officer III | 002004 | SPOA

A TEMP	002	1/25/2025	33.662578	33.662578	70018.16	70018.16	33.662578
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Reserve Police Records Spec | 009121 | TEMP

A TEMP	055	6/21/2008	19.460300	19.460300	40477.42	40477.42	19.460300
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Reserve Police Sergeant | 002005 | SPOA

A TEMP	019	1/25/2025	69.680560	69.680560	144935.56	144935.56	69.680560
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Risk Manager | 001864 | MGMT

A MGTE	166	9/20/2025	61.361371	86.341612	127631.65	179590.55	61.361371	64.429440	67.650912	71.033458	74.585131	78.314388	82.230107	86.341612
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Sacramento Fire EMT | 005180 | L522

A FR42	001	11/2/2024	25.443340	30.926538	55568.26	67543.56	25.443340	26.715507	28.051282	29.453846	30.926538
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Sacramento Fire Paramedic | 005181 | L522

A FR42	002	11/2/2024	29.259839	35.565518	63903.49	77675.09	29.259839	30.722831	32.258973	33.871922	35.565518
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Security Guard | 003641 | L39A

A OPMT	025	9/20/2025	20.482843	26.141875	42604.31	54375.10		20.482843	21.506985	22.582334	23.711451	24.897024	26.141875
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Security Officer | 002006 | SPOA

A TEMP	051	1/25/2025	29.693731	29.693731	61762.96	61762.96	29.693731
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Senior Accountant Auditor | 010824 | CONF

A CONF	045	9/20/2025	39.806877	56.012273	82798.30	116505.53	39.806877	41.797221	43.887082	46.081436	48.385508	50.804783	53.345022	56.012273
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Senior Accountant Auditor | 014013 | MSUP

A MSUP	013	9/20/2025	39.806877	56.012273	82798.30	116505.53	39.806877	41.797221	43.887082	46.081436	48.385508	50.804783	53.345022	56.012273
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Senior Accounting Technician | 015064 | L39C

A SUPV	032	9/20/2025	25.786986	36.284879	53636.93	75472.55	25.786986	27.076335	28.430152	29.851660	31.344243	32.911455	34.557028	36.284879
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Senior Advisor to the Mayor | 021017 | MCSU

U MCSA	100	9/20/2025	41.415923	67.529438	86145.12	140461.23
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Senior Animal Care Technician | 015097 | L39C

A SUPV	054	9/20/2025	24.574539	34.578843	51115.04	71923.99	24.574539	25.803266	27.093429	28.448100	29.870505	31.364030	32.932231	34.578843
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Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Senior Animal Control Officer 015033 L39C												
A SUPV	015	9/20/2025	30.724856 43.232958	63907.70 89924.55	30.724856	32.261099	33.874154	35.567862	37.346255	39.213568	41.174246	43.232958
Senior Applications Developer 001812 MGMT												
A MGTE	094	9/20/2025	47.572926 66.939884	98951.69 139234.96	47.572926	49.951572	52.449151	55.071609	57.825189	60.716448	63.752270	66.939884
Senior Architect 001813 MGMT												
A MGTE	095	9/20/2025	51.254858 72.120733	106610.10 150011.12	51.254858	53.817601	56.508481	59.333905	62.300600	65.415630	68.686412	72.120733
Senior Auditor 001935 MGMT												
A MGTE	210	9/20/2025	36.711242 51.656404	76359.38 107445.32	36.711242	38.546804	40.474144	42.497851	44.622744	46.853881	49.196575	51.656404
Senior Budget Analyst 010825 CONF												
A CONF	046	9/20/2025	43.693077 61.480547	90881.60 127879.54	43.693077	45.877731	48.171618	50.580199	53.109209	55.764669	58.552902	61.480547
Senior Budget Analyst 014014 MSUP												
A MSUP	014	9/20/2025	43.693077 61.480547	90881.60 127879.54	43.693077	45.877731	48.171618	50.580199	53.109209	55.764669	58.552902	61.480547
Senior Building Maint Worker 003632 L39A												
A OPMT	017	9/20/2025	26.187456 36.848380	54469.91 76644.63	26.187456	27.496829	28.871670	30.315253	31.831016	33.422567	35.093695	36.848380
Senior Camp Aquatics Leader 009133 TEMP												
D DALY	010	3/28/2017	66.120000 80.000000	24133.80 29200.00	66.120000	72.722000	80.000000					
Senior Carpenter 006256 BULT												
A BLDG	017	7/12/2025	29.335235 48.668597	61017.29 101230.68	29.335235	31.535378	33.900531	36.443071	39.176301	42.114524	45.273113	48.668597
Senior Claims Collector 016103 L39A												
A OFFT	057	9/20/2025	27.817521 39.142047	57860.44 81415.46	27.817521	29.208397	30.668817	32.202258	33.812371	35.502990	37.278140	39.142047
Senior Code Enforcement Ofcr 015066 L39C												
A SUPV	034	9/20/2025	33.101416 46.577016	68850.94 96880.19	33.101416	34.756487	36.494311	38.319027	40.234978	42.246727	44.359063	46.577016
Senior Council Representative 021016 MCSU												
U MCSA	050	9/20/2025	30.370000 64.060438	63169.60 133245.71								
Senior Custodian 003678 L39A												
A OPMT	050	9/20/2025	20.634890 29.035362	42920.57 60393.55	20.634890	21.666635	22.749967	23.887465	25.081838	26.335930	27.652726	29.035362
Senior Debt Analyst 001814 MGMT												
A MGTE	096	9/20/2025	45.777909 64.414115	95218.05 133981.36	45.777909	48.066804	50.470144	52.993651	55.643334	58.425501	61.346776	64.414115
Senior Department Sys Spclst 016222 L39A												
A OFFT	089	9/20/2025	43.337838 60.980689	90142.70 126839.83	43.337838	45.504730	47.779966	50.168964	52.677412	55.311283	58.076847	60.980689

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Senior Deputy City Attorney 001815 MGMT												
A MGTE	097	9/20/2025	73.241852 103.058640	152343.05 214361.97	73.241852	76.903945	80.749142	84.786599	89.025929	93.477225	98.151086	103.058640
Senior Deputy City Clerk 010828 CONF												
A CONF	049	9/20/2025	30.163571 42.443174	62740.23 88281.80	30.163571	31.671750	33.255338	34.918105	36.664010	38.497210	40.422070	42.443174
Senior Deputy City Clerk 014004 MSUP												
A MSUP	005	9/20/2025	30.163571 42.443174	62740.23 88281.80	30.163571	31.671750	33.255338	34.918105	36.664010	38.497210	40.422070	42.443174
Senior Development Project Mgr 001816 MGMT												
A MGTE	098	9/20/2025	48.789090 68.651148	101481.31 142794.39	48.789090	51.228544	53.789971	56.479470	59.303443	62.268615	65.382046	68.651148
Senior Electrician 006266 BULT												
A BLDG	022	7/12/2025	33.872027 56.195356	70453.82 116886.34	33.872027	36.412429	39.143361	42.079113	45.235046	48.627674	52.274750	56.195356
Senior Electronic Maint Tech 003633 L39A												
A OPMT	018	9/20/2025	37.466525 52.719163	77930.37 109655.86	37.466525	39.339851	41.306844	43.372186	45.540795	47.817835	50.208727	52.719163
Senior Engineer 001817 MGMT												
A MGTE	099	9/20/2025	51.862736 72.976078	107874.49 151790.24	51.862736	54.455873	57.178667	60.037600	63.039480	66.191454	69.501027	72.976078
Senior Engineering Technician 015111 L39C												
A SUPV	071	9/20/2025	33.835457 47.609887	70377.75 99028.56	33.835457	35.527230	37.303591	39.168771	41.127210	43.183571	45.342750	47.609887
Senior Equipment Service Wrkr 012007 IAMA												
A IAMA	013	7/1/2023	22.015408 30.977889	45792.05 64434.01	22.015408	23.116178	24.271987	25.485586	26.759865	28.097858	29.502751	30.977889
Senior Evidence/Property Tech 016072 L39A												
A OFFT	042	9/20/2025	28.732388 40.429355	59763.37 84093.06	28.732388	30.169007	31.677457	33.261330	34.924397	36.670617	38.504148	40.429355
Senior Fire Prevention Officer 005159 L522												
A FR40	007	11/2/2024	46.118505 61.803208	95926.49 128550.67	46.118505	48.424430	50.845651	53.387934	56.057331	58.860198	61.803208	
Senior Fiscal Policy Analyst 001938 MGMT												
A MGTE	211	9/20/2025	44.977976 63.288529	93554.19 131640.14	44.977976	47.226875	49.588219	52.067630	54.671011	57.404562	60.274790	63.288529
Senior Generator Technician 006062 BULT												
A BLDG	024	7/12/2025	36.966721 52.015888	76890.78 108193.05	36.966721	38.815057	40.755810	42.793600	44.933280	47.179944	49.538941	52.015888
Senior HVAC Systems Mechanic 004011 L39B												
A PLNT	007	12/27/2025	40.130228 56.467260	83470.87 117451.90	40.130228	42.136739	44.243576	46.455755	48.778543	51.217470	53.778343	56.467260
Senior IT Support Spclst 016223 L39A												
A OFFT	090	9/20/2025	44.007350 61.922760	91535.29 128799.34	44.007350	46.207718	48.518104	50.944009	53.491209	56.165769	58.974057	61.922760

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Senior Intg Was Equip Operator 003664 L39A												
A OPMT	045	4/4/2026	29.861150 42.017637	62111.19 87396.68	29.861150	31.354207	32.921917	34.568013	36.296414	38.111235	40.016797	42.017637
Senior Investment Officer 001818 MGMT												
A MGTE	100	9/20/2025	61.004082 85.838869	126888.49 178544.85	61.004082	64.054286	67.257000	70.619850	74.150843	77.858385	81.751304	85.838869
Senior Landfill Engn Tech 016208 L39A												
A OFFT	076	9/20/2025	33.835457 47.609887	70377.75 99028.56	33.835457	35.527230	37.303591	39.168771	41.127210	43.183571	45.342750	47.609887
Senior Landscape Architect 001819 MGMT												
A MGTE	101	9/20/2025	45.880079 64.557878	95430.56 134280.39	45.880079	48.174083	50.582787	53.111926	55.767522	58.555898	61.483693	64.557878
Senior Legal Staff Asst (Ex) 010811 CONF												
A CONF	032	9/20/2025	26.534921 37.337299	55192.64 77661.58	26.534921	27.861667	29.254750	30.717488	32.253362	33.866030	35.559332	37.337299
Senior Lifeguard 009016 TEMP												
A TEMP	016	4/20/2024	19.500000 19.500000	40560.00 40560.00	19.500000							
Senior Maintenance Worker 003652 L39A												
A OPMT	034	9/20/2025	22.849004 32.150843	47525.93 66873.75	22.849004	23.991454	25.191027	26.450578	27.773107	29.161762	30.619850	32.150843
Senior Office Specialist 016096 L39A												
A OFFT	055	9/20/2025	21.254079 29.906623	44208.48 62205.78	21.254079	22.316783	23.432622	24.604253	25.834466	27.126189	28.482498	29.906623
Senior Painter 006051 BULT												
A BLDG	013	7/12/2025	29.824518 49.480341	62035.00 102919.11	29.824518	32.061357	34.465959	37.050906	39.829724	42.816953	46.028224	49.480341
Senior Parking Lot Attendant 003668 L39A												
A OPMT	047	9/20/2025	21.316341 29.994232	44337.99 62388.00	21.316341	22.382158	23.501266	24.676329	25.910145	27.205652	28.565935	29.994232
Senior Parking Lot Supervisor 015067 L39C												
A SUPV	035	9/20/2025	29.350002 41.298400	61048.00 85900.67	29.350002	30.817502	32.358377	33.976296	35.675111	37.458867	39.331810	41.298400
Senior Personnel Analyst 001821 MGMT												
A MGTE	103	9/20/2025	41.389819 58.239632	86090.82 121138.44	41.389819	43.459310	45.632276	47.913890	50.309584	52.825063	55.466316	58.239632
Senior Personnel Trans Coord 016131 L39A												
A OFFT	070	9/20/2025	23.574985 33.172372	49035.97 68998.53	23.574985	24.753734	25.991421	27.290992	28.655542	30.088319	31.592735	33.172372
Senior Planner 001822 MGMT												
A MGTE	104	9/20/2025	44.733488 62.944509	93045.66 130924.58	44.733488	46.970162	49.318670	51.784603	54.373833	57.092525	59.947151	62.944509
Senior Plant Operator 004003 L39B												
A PLNT	003	12/27/2025	38.704750 54.461469	80505.88 113279.86	38.704750	40.639988	42.671987	44.805586	47.045865	49.398158	51.868066	54.461469

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Senior Plumber 006258 BULT												
A BLDG	018	7/12/2025	33.191807 55.066839	69038.96 114539.02	33.191807	35.681193	38.357282	41.234078	44.326634	47.651132	51.224967	55.066839
Senior Police Records Supv 015082 L39C												
A SUPV	042	9/20/2025	33.085394 46.554472	68817.62 96833.30	33.085394	34.739664	36.476647	38.300479	40.215503	42.226278	44.337592	46.554472
Senior Policy Advisor 021025 MCSU												
U MCSA	135	9/20/2025	41.415923 65.882380	86145.12 137035.35								
Senior Rec Aide (Older Adults) 016037 L39A												
A TEMP	072	12/13/2025	16.900000 19.972928	35152.00 41543.69								
Senior Recreation Aide 016038 L39A												
A TEMP	052	12/13/2025	16.900000 19.972928	35152.00 41543.69								
Senior Staff Assistant 010712 CONF												
A CONF	012	9/20/2025	24.160659 33.996474	50254.17 70712.67	24.160659	25.368692	26.637127	27.968983	29.367432	30.835804	32.377594	33.996474
Senior Stationary Engineer 004004 L39B												
A PLNT	004	12/27/2025	37.359989 52.569255	77708.78 109344.05	37.359989	39.227988	41.189387	43.248856	45.411299	47.681864	50.065957	52.569255
Senior Store Keeper 015105 L39C												
A SUPV	061	9/20/2025	24.239618 34.107576	50418.40 70943.76	24.239618	25.451599	26.724179	28.060388	29.463407	30.936577	32.483406	34.107576
Senior Systems Engineer 001823 MGMT												
A MGTE	105	9/20/2025	47.745690 67.182979	99311.04 139740.60	47.745690	50.132974	52.639623	55.271604	58.035184	60.936943	63.983790	67.182979
Senior Telecommunications Tech 003923 L39A												
A OPMT	068	9/20/2025	38.097378 53.606837	79242.55 111502.22	38.097378	40.002247	42.002359	44.102477	46.307601	48.622981	51.054130	53.606837
Senior Tree Maintenance Worker 003661 L39A												
A OPMT	042	9/20/2025	26.034824 36.633612	54152.43 76197.91	26.034824	27.336565	28.703393	30.138563	31.645491	33.227766	34.889154	36.633612
Senior Tree Pruner 003680 L39A												
A OPMT	051	9/20/2025	27.483565 38.672135	57165.82 80438.04	27.483565	28.857743	30.300630	31.815662	33.406445	35.076767	36.830605	38.672135
Special Assistant to the Mayor 021005 MCSU												
U MCSA	060	9/20/2025	41.761052 66.431394	86862.99 138177.30								
Special Asst to City Attny(Ex) 010826 CONF												
A CONF	047	9/20/2025	32.546116 45.795653	67695.92 95254.96	32.546116	34.173422	35.882093	37.676198	39.560008	41.538008	43.614908	45.795653
Special Asst. to City Attorney 014015 MSUP												
A MSUP	015	9/20/2025	32.546116 45.795653	67695.92 95254.96	32.546116	34.173422	35.882093	37.676198	39.560008	41.538008	43.614908	45.795653

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Special Districts Manager 001915 MGMT												
A MGTE	202	9/20/2025	55.782990 78.492268	116028.62 163263.92	55.782990	58.572139	61.500746	64.575783	67.804572	71.194801	74.754541	78.492268
Special Projects Manager 001855 MGMT												
A MGTE	127	9/20/2025	48.936248 68.858216	101787.40 143225.09	48.936248	51.383060	53.952213	56.649824	59.482315	62.456431	65.579253	68.858216
Sr Parking Enforcement Officer 003667 L39A												
A OPMT	075	9/20/2025	24.225350 34.087500	50388.73 70902.00	24.225350	25.436618	26.708449	28.043871	29.446065	30.918368	32.464286	34.087500
Staff Assistant 010713 CONF												
A CONF	013	9/20/2025	21.426359 30.149038	44566.83 62710.00	21.426359	22.497677	23.622561	24.803689	26.043873	27.346067	28.713370	30.149038
Staff Assistant-Mayor Council 022002 EMSU												
U MCSB	020	9/20/2025	18.952716 30.149034	39421.65 62709.99								
Stagehand I 006016 BULT												
A BLDG	011	7/12/2025	26.415660 37.169486	54944.57 77312.53	26.415660	27.736443	29.123265	30.579428	32.108399	33.713819	35.399510	37.169486
Stagehand II 006017 BULT												
A BLDG	012	7/12/2025	24.649089 40.894051	51270.10 85059.63	24.649089	26.497771	28.485104	30.621487	32.918099	35.386956	38.040978	40.894051
Stationary Engineer 004005 L39B												
A PLNT	005	12/27/2025	33.959881 47.784961	70636.55 99392.72	33.959881	35.657875	37.440769	39.312807	41.278447	43.342369	45.509487	47.784961
Storekeeper 016087 L39A												
A OFFT	049	9/20/2025	22.539004 31.714643	46881.13 65966.46	22.539004	23.665954	24.849252	26.091715	27.396301	28.766116	30.204422	31.714643
Stores Administrator 001945 MGMT												
A MGTE	217	9/20/2025	36.431710 51.263076	75777.96 106627.20	36.431710	38.253296	40.165961	42.174259	44.282972	46.497121	48.821977	51.263076
Stores Clerk I 016088 L39A												
A OFFT	050	9/20/2025	20.482843 26.141875	42604.31 54375.10			20.482843	21.506985	22.582334	23.711451	24.897024	26.141875
Stores Clerk II 016089 L39A												
A OFFT	051	9/20/2025	20.634890 29.035362	42920.57 60393.55	20.634890	21.666635	22.749967	23.887465	25.081838	26.335930	27.652726	29.035362
Street Construction Equip Optr 003687 L39A												
A OPMT	056	9/20/2025	33.954540 47.777448	70625.44 99377.09	33.954540	35.652267	37.434880	39.306624	41.271955	43.335553	45.502331	47.777448
Street Construction Laborer 003688 L39A												
A OPMT	057	9/20/2025	30.801566 43.340895	64067.26 90149.06	30.801566	32.341644	33.958726	35.656662	37.439495	39.311470	41.277043	43.340895
Street Construction Lbr Trnee 003690 L39A												
A OPMT	058	9/20/2025	23.753624 23.753624	49407.54 49407.54	23.753624							

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Street Maintenance Supv 015099 L39C												
A SUPV	056	9/20/2025	35.657266 50.173352	74167.11 104360.57	35.657266	37.440129	39.312135	41.277742	43.341629	45.508710	47.784145	50.173352
Streets Manager 001883 MGMT												
A MGTE	146	9/20/2025	49.912890 70.232449	103818.81 146083.49	49.912890	52.408535	55.028962	57.780410	60.669430	63.702902	66.888047	70.232449
Structural Maintenance Supv 006053 BULT												
A BLDG	015	7/12/2025	34.824369 57.775339	72434.69 120172.70	34.824369	37.436197	40.243912	43.262205	46.506870	49.994885	53.744501	57.775339
Student Trainee 009009 TEMP												
A TEMP	009	12/13/2025	16.900000 16.900000	35152.00 35152.00								
Supervising Architect 001829 MGMT												
A MGTE	110	9/20/2025	56.949841 80.134146	118455.67 166679.02	56.949841	59.797333	62.787200	65.926560	69.222888	72.684032	76.318234	80.134146
Supervising Building Inspector 015096 L39C												
A SUPV	053	9/20/2025	41.632465 58.581058	86595.53 121848.60	41.632465	43.714088	45.899792	48.194782	50.604521	53.134747	55.791484	58.581058
Supervising Code Enforce Ofcr 015006 L39C												
A SUPV	076	9/20/2025	38.066411 53.563265	79178.14 111411.59	38.066411	39.969732	41.968219	44.066630	46.269962	48.583460	51.012633	53.563265
Supervising Community Ctr Attd 015058 L39C												
A SUPV	029	9/20/2025	26.477103 37.255943	55072.37 77492.36	26.477103	27.800958	29.191006	30.650556	32.183084	33.792238	35.481850	37.255943
Supervising Construction Insp 015074 L39C												
A SUPV	037	9/20/2025	39.320322 55.327642	81786.27 115081.50	39.320322	41.286338	43.350655	45.518188	47.794097	50.183802	52.692992	55.327642
Supervising Deputy City Atty 020037 EXMG												
U EXMG	092	7/1/2023	67.356778 128.869091	140102.10 268047.71								
Supervising Dispatcher 015039 L39C												
A SUPV	018	4/4/2026	46.059961 64.810990	95804.72 134806.86	46.059961	48.362959	50.781107	53.320162	55.986170	58.785478	61.724752	64.810990
Supervising Engineer 001831 MGMT												
A MGTE	112	9/20/2025	57.625263 81.084531	119860.55 168655.82	57.625263	60.506526	63.531852	66.708445	70.043867	73.546060	77.223363	81.084531
Supervising Financial Analyst 001832 MGMT												
A MGTE	113	9/20/2025	48.062386 67.628604	99969.76 140667.50	48.062386	50.465505	52.988780	55.638219	58.420130	61.341137	64.408194	67.628604
Supervising Fire Svc Worker 012059 IAMA												
A IAMA	012	7/1/2023	27.856044 39.196251	57940.57 81528.20	27.856044	29.248846	30.711288	32.246852	33.859195	35.552155	37.329763	39.196251
Supervising Forensic Invstg 015060 L39C												
A SUPV	030	9/20/2025	39.387523 55.422199	81926.05 115278.17	39.387523	41.356899	43.424744	45.595981	47.875780	50.269569	52.783047	55.422199

Sal Plan	Grade	Effective Date	Hourly Min/Max		Annual Min/Max		Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Supervising Generator Tech 006063 BULT														
A BLDG	025	7/12/2025	34.079238	56.539132	70884.82	117601.40	34.079238	36.635181	39.382820	42.336531	45.511771	48.925154	52.594541	56.539132
Supervising Landscape Architct 001898 MGMT														
A MGTE	160	9/20/2025	50.468170	71.013785	104973.79	147708.67	50.468170	52.991579	55.641158	58.423216	61.344377	64.411596	67.632176	71.013785
Supervising Legal Secretary 010816 CONF														
A CONF	028	9/20/2025	34.686173	48.806928	72147.24	101518.41	34.686173	36.420482	38.241506	40.153581	42.161260	44.269323	46.482789	48.806928
Supervising Plant Operator 015040 L39C														
A SUPV	019	9/20/2025	50.401415	70.919853	104834.94	147513.29	50.401415	52.921486	55.567560	58.345938	61.263235	64.326397	67.542717	70.919853
Supervising Police Clerk 015041 L39C														
A SUPV	020	9/20/2025	25.698632	36.160555	53453.16	75213.95	25.698632	26.983564	28.332742	29.749379	31.236848	32.798690	34.438624	36.160555
Supervising Property Assistant 015062 L39C														
A SUPV	031	9/20/2025	31.153463	43.836051	64799.20	91178.99	31.153463	32.711136	34.346693	36.064028	37.867229	39.760590	41.748620	43.836051
Supervising Surveyor 015065 L39C														
A SUPV	033	9/20/2025	43.343800	60.989079	90155.10	126857.28	43.343800	45.510990	47.786539	50.175866	52.684659	55.318892	58.084837	60.989079
Supervising Water Quality Chem 015035 L39C														
A SUPV	016	9/20/2025	42.870442	60.323018	89170.52	125471.88	42.870442	45.013964	47.264662	49.627895	52.109290	54.714755	57.450493	60.323018
Support Services Manager 001834 MGMT														
A MGTE	115	9/20/2025	48.062386	67.628604	99969.76	140667.50	48.062386	50.465505	52.988780	55.638219	58.420130	61.341137	64.408194	67.628604
Survey Party Chief 015102 L39C														
A SUPV	058	9/20/2025	35.614547	50.113245	74078.26	104235.55	35.614547	37.395274	39.265038	41.228290	43.289705	45.454190	47.726900	50.113245
Survey Technician I 003924 L39A														
A OPMT	069	9/20/2025	23.312743	32.803370	48490.50	68231.01	23.312743	24.478380	25.702299	26.987414	28.336785	29.753624	31.241305	32.803370
Survey Technician II 003925 L39A														
A OPMT	070	9/20/2025	26.364668	37.097735	54838.51	77163.29	26.364668	27.682901	29.067046	30.520398	32.046418	33.648739	35.331176	37.097735
Systems Engineer 010714 CONF														
A CONF	014	9/20/2025	43.458176	61.150018	90393.01	127192.04	43.458176	45.631085	47.912639	50.308271	52.823685	55.464869	58.238112	61.150018
Telecommunications Engineer I 011023 WCOE														
A WCOE	014	6/29/2024	44.754736	62.974408	93089.85	130986.77	44.754736	46.992473	49.342097	51.809202	54.399662	57.119645	59.975627	62.974408
Telecommunications Engn II 011025 WCOE														
A WCOE	016	6/29/2024	48.913117	68.825668	101739.28	143157.39	48.913117	51.358773	53.926712	56.623048	59.454200	62.426910	65.548255	68.825668

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Telecommunications Engn III 011026 WCOE												
A WCOE	017	6/29/2024	52.826048 74.331555	109878.18 154609.63	52.826048	55.467350	58.240717	61.152753	64.210391	67.420911	70.791957	74.331555
Telecommunications SysAnls I 017029 L39A												
A PROF	017	9/20/2025	35.679933 50.205249	74214.26 104426.92	35.679933	37.463930	39.337127	41.303983	43.369182	45.537641	47.814523	50.205249
Telecommunications SysAnls II 017030 L39A												
A PROF	018	9/20/2025	39.249497 55.227984	81638.95 114874.21	39.249497	41.211972	43.272571	45.436200	47.708010	50.093410	52.598080	55.227984
Telecommunications SysAnls III 017035 L39A												
A PROF	022	9/20/2025	43.173088 60.748869	89800.02 126357.65	43.173088	45.331742	47.598329	49.978245	52.477157	55.101015	57.856066	60.748869
Telecommunications Tech I 003683 L39A												
A OPMT	054	9/20/2025	35.192263 49.519049	73199.91 102999.62	35.192263	36.951876	38.799470	40.739444	42.776416	44.915237	47.160999	49.519049
Telecommunications Tech II 003684 L39A												
A OPMT	055	9/20/2025	36.951955 51.995113	76860.07 108149.84	36.951955	38.799553	40.739531	42.776508	44.915333	47.161100	49.519155	51.995113
Telecommunications Tech Trnee 003682 L39A												
A OPMT	053	9/20/2025	29.966271 42.165554	62329.84 87704.35	29.966271	31.464585	33.037814	34.689705	36.424190	38.245400	40.157670	42.165554
Ticket Seller (Exempt) 009010 TEMP												
A TEMP	010	12/13/2025	16.900000 16.900000	35152.00 35152.00								
Traffic Ctrl&Light Supv 015045 L39C												
A SUPV	022	9/20/2025	41.018010 57.716459	85317.46 120050.24	41.018010	43.068910	45.222356	47.483474	49.857648	52.350530	54.968056	57.716459
Traffic Ctrl&Light Tech I 003637 L39A												
A OPMT	021	9/20/2025	30.711094 43.213592	63879.08 89884.27	30.711094	32.246649	33.858981	35.551930	37.329526	39.196002	41.155802	43.213592
Traffic Ctrl&Light Tech II 003636 L39A												
A OPMT	020	9/20/2025	33.786091 47.540423	70275.07 98884.08	33.786091	35.475396	37.249166	39.111624	41.067205	43.120565	45.276593	47.540423
Traffic Ctrl&Light Tech Trnee 003635 L39A												
A OPMT	019	9/20/2025	27.282271 38.388896	56747.12 79848.90	27.282271	28.646385	30.078704	31.582639	33.161771	34.819860	36.560853	38.388896
Traffic Investigator I 016202 L39A												
A OFFT	072	9/20/2025	25.014357 35.197712	52029.86 73211.24	25.014357	26.265075	27.578329	28.957245	30.405107	31.925362	33.521630	35.197712
Traffic Investigator II 016203 L39A												
A OFFT	073	9/20/2025	28.173781 39.643339	58601.46 82458.14	28.173781	29.582470	31.061593	32.614673	34.245407	35.957677	37.755561	39.643339
Traffic Investigator III 016204 L39A												
A OFFT	074	9/20/2025	31.041947 43.679136	64567.25 90852.60	31.041947	32.594044	34.223746	35.934933	37.731680	39.618264	41.599177	43.679136

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Traffic Supervisor 015109 L39C												
A SUPV	069	9/20/2025	33.018706 46.460634	68678.91 96638.12	33.018706	34.669641	36.403123	38.223279	40.134443	42.141165	44.248223	46.460634
Traffic Worker I 008001 TRAF												
A TRAF	001	1/10/2026	25.313643 35.618838	52652.38 74087.18	25.313643	26.579325	27.908291	29.303706	30.768891	32.307336	33.922703	35.618838
Traffic Worker II 008002 TRAF												
A TRAF	002	1/10/2026	27.835802 39.167770	57898.47 81468.96	27.835802	29.227592	30.688972	32.223421	33.834592	35.526322	37.302638	39.167770
Traffic Worker III 008003 TRAF												
A TRAF	003	1/10/2026	29.579586 41.621448	61525.54 86572.61	29.579586	31.058565	32.611493	34.242068	35.954171	37.751880	39.639474	41.621448
Traffic Worker Trainee 008005 TRAF												
A TRAF	005	1/10/2026	22.206232 31.246399	46188.96 64992.51	22.206232	23.316544	24.482371	25.706490	26.991814	28.341405	29.758475	31.246399
Training Specialist 001857 MGMT												
A MGTE	129	9/20/2025	39.418875 55.466317	81991.26 115369.94	39.418875	41.389819	43.459310	45.632276	47.913890	50.309585	52.825064	55.466317
Treasury Analyst 010827 CONF												
A CONF	048	9/20/2025	39.806877 56.012273	82798.30 116505.53	39.806877	41.797221	43.887082	46.081436	48.385508	50.804783	53.345022	56.012273
Treasury Analyst 014016 MSUP												
A MSUP	016	9/20/2025	39.806877 56.012273	82798.30 116505.53	39.806877	41.797221	43.887082	46.081436	48.385508	50.804783	53.345022	56.012273
Treasury Assistant 010715 CONF												
A CONF	033	9/20/2025	28.509594 40.115862	59299.96 83440.99	28.509594	29.935074	31.431828	33.003419	34.653590	36.386270	38.205583	40.115862
Treasury Manager 001801 MGMT												
A MGTE	085	9/20/2025	71.241149 100.243450	148181.59 208506.38	71.241149	74.803206	78.543366	82.470534	86.594061	90.923764	95.469952	100.243450
Tree Maintenance Supervisor 015046 L39C												
A SUPV	023	9/20/2025	32.000454 45.027852	66560.94 93657.93	32.000454	33.600477	35.280501	37.044526	38.896752	40.841590	42.883669	45.027852
Tree Maintenance Worker 003660 L39A												
A OPMT	041	9/20/2025	24.586688 34.595939	51140.31 71959.55	24.586688	25.816022	27.106823	28.462164	29.885272	31.379536	32.948513	34.595939
Tree Maintenance Worker Trnee 003917 L39A												
A OPMT	065	9/20/2025	21.062559 29.637136	43810.12 61645.24	21.062559	22.115687	23.221471	24.382545	25.601672	26.881756	28.225844	29.637136
Tree Pruner I 003639 L39A												
A OPMT	023	9/20/2025	23.203835 32.650125	48263.98 67912.26	23.203835	24.364027	25.582228	26.861339	28.204406	29.614626	31.095357	32.650125
Tree Pruner II 003640 L39A												
A OPMT	024	9/20/2025	25.524237 35.915166	53090.41 74703.54	25.524237	26.800449	28.140471	29.547495	31.024870	32.576114	34.204920	35.915166

Sal Plan	Grade	Effective Date	Hourly Min/Max	Annual Min/Max	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
Tree Pruner Supervisor 015047 L39C												
A SUPV	024	9/20/2025	31.372901 44.144822	65255.63 91821.23	31.372901	32.941546	34.588623	36.318054	38.133957	40.040655	42.042688	44.144822
Tree Pruner Trainee 003638 L39A												
A OPMT	022	9/20/2025	20.275323 28.529415	42172.67 59341.18	20.275323	21.289089	22.353543	23.471220	24.644781	25.877020	27.170871	28.529415
Urban Design Manager 001894 MGMT												
A MGTE	156	9/20/2025	56.949841 80.134146	118455.67 166679.02	56.949841	59.797333	62.787200	65.926560	69.222888	72.684032	76.318234	80.134146
Util Operations & Maint Supt 001841 MGMT												
A MGTE	120	9/20/2025	55.441556 78.011838	115318.44 162264.62	55.441556	58.213634	61.124316	64.180532	67.389559	70.759037	74.296989	78.011838
Utilities Locator 007010 L447												
A WATR	006	7/12/2025	32.415062 45.611247	67423.33 94871.39	32.415062	34.035815	35.737606	37.524486	39.400710	41.370746	43.439283	45.611247
Utilities O&M Leadworker 007002 L447												
A WATR	002	7/12/2025	34.808080 48.978463	72400.81 101875.20	34.808080	36.548484	38.375908	40.294703	42.309438	44.424910	46.646155	48.978463
Utilities O&M Serviceworker 007001 L447												
A WATR	001	7/12/2025	31.624449 44.498776	65778.85 92557.45	31.624449	33.205671	34.865955	36.609253	38.439716	40.361702	42.379787	44.498776
Utilities O&M Supervisor 015103 L39C												
A SUPV	059	9/20/2025	40.111603 56.441053	83432.13 117397.39	40.111603	42.117183	44.223042	46.434194	48.755904	51.193699	53.753384	56.441053
Utilities O&M SvcWrk App 007901 L447												
A WATR	003	7/1/2023	22.450854 27.227273	46697.78 56632.73	22.450854	23.573396	24.752066	27.227273				
Utilities Ops and Maint Mgr 001842 MGMT												
A MGTE	198	9/20/2025	60.599464 85.269531	126046.88 177360.62	60.599464	63.629437	66.810909	70.151454	73.659027	77.341978	81.209077	85.269531
Utility Construction Coord 001839 MGMT												
A MGTE	118	9/20/2025	46.815053 65.873481	97375.31 137016.84	46.815053	49.155806	51.613596	54.194276	56.903990	59.749190	62.736649	65.873481
Utility Services Inspector 016099 L39A												
A OFFT	056	9/20/2025	22.247343 31.304246	46274.47 65112.83	22.247343	23.359710	24.527696	25.754081	27.041785	28.393874	29.813568	31.304246
Utility Worker 003602 L39A												
A TEMP	011	12/13/2025	16.900000 17.636635	35152.00 36684.20								
Vehicle Service Attendant 012005 IAMA												
A IAMA	004	7/1/2023	18.664168 26.262358	38821.47 54625.70	18.664168	19.597376	20.577245	21.606107	22.686412	23.820733	25.011770	26.262358
Veterinarian 001875 MGMT												
A MGTE	140	9/20/2025	46.054936 64.803919	95794.27 134792.15	46.054936	48.357683	50.775567	53.314345	55.980062	58.779065	61.718018	64.803919

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Water Conservation Rep 016978 L39A												
A OFFT	139	9/20/2025	22.247343 31.304246	46274.47 65112.83	22.247343	23.359710	24.527696	25.754081	27.041785	28.393874	29.813568	31.304246
Water Conservation Specialist 016975 L39A												
A OFFT	135	9/20/2025	24.994869 35.170291	51989.33 73154.20	24.994869	26.244612	27.556843	28.934685	30.381419	31.900490	33.495515	35.170291
Water Conservation Supervisor 015107 L39C												
A SUPV	072	9/20/2025	28.131065 39.583233	58512.62 82333.12	28.131065	29.537618	31.014499	32.565224	34.193485	35.903159	37.698317	39.583233
Water Cross Conn Ctrl Spclst 007902 L447												
A WATR	004	7/12/2025	40.024277 56.318177	83250.50 117141.81	40.024277	42.025491	44.126766	46.333104	48.649759	51.082247	53.636359	56.318177
Water Quality Chemist 017008 L39A												
A PROF	005	9/20/2025	37.721469 53.077895	78460.66 110402.02	37.721469	39.607542	41.587919	43.667315	45.850681	48.143215	50.550376	53.077895
Water Quality Lab Tech 016080 L39A												
A OFFT	043	9/20/2025	25.291713 35.587981	52606.76 74023.00	25.291713	26.556299	27.884114	29.278320	30.742236	32.279348	33.893315	35.587981
Website Administrator 001904 MGMT												
A MGTE	170	9/20/2025	51.066951 71.856329	106219.26 149461.16	51.066951	53.620299	56.301314	59.116380	62.072199	65.175809	68.434599	71.856329
Workers Comp Claims Asst I 010818 CONF												
A CONF	037	9/20/2025	27.917882 39.283264	58069.20 81709.19	27.917882	29.313776	30.779465	32.318438	33.934360	35.631078	37.412632	39.283264
Workers Comp Claims Asst II 010819 CONF												
A CONF	038	9/20/2025	30.709670 43.211591	63876.11 89880.11	30.709670	32.245154	33.857412	35.550283	37.327797	39.194187	41.153896	43.211591
Workers Comp Claims Mgr 001927 MGMT												
A MGTE	195	9/20/2025	55.782990 78.492268	116028.62 163263.92	55.782990	58.572139	61.500746	64.575783	67.804572	71.194801	74.754541	78.492268
Workers' Comp Claims Rep 001943 MGMT												
A MGTE	215	9/20/2025	43.693077 61.480547	90881.60 127879.54	43.693077	45.877731	48.171618	50.580199	53.109209	55.764669	58.552902	61.480547
Workers' Comp Claims Supervr 001942 MGMT												
A MGTE	214	9/20/2025	48.062386 67.628604	99969.76 140667.50	48.062386	50.465505	52.988780	55.638219	58.420130	61.341137	64.408194	67.628604
Youth Aide 009068 TEMP												
A TEMP	037	12/13/2025	16.900000 16.900000	35152.00 35152.00								
Zoning Investigator 016213 L39A												
A OFFT	080	9/20/2025	35.855735 50.452621	74579.93 104941.45	35.855735	37.648522	39.530948	41.507495	43.582870	45.762014	48.050115	50.452621
Zoo Attendant I 003642 L39A												
A OPMT	026	9/20/2025	21.541308 30.310785	44805.92 63046.43	21.541308	22.618373	23.749292	24.936757	26.183595	27.492775	28.867414	30.310785

Salary Schedule/Classification Listing

Schedule Effective Date: May 05, 2026

<u>Sal Plan</u>	<u>Grade</u>	<u>Effective Date</u>	<u>Hourly Min/Max</u>	<u>Annual Min/Max</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>		
Zoo Attendant II 003643 L39A														
A OPMT	027	9/20/2025	23.290173	32.771613	48443.56	68164.96	23.290173	24.454682	25.677416	26.961287	28.309351	29.724819	31.211060	32.771613

City of
SACRAMENTO

**Personnel Resolution Covering
Unrepresented Employees**

May 5, 2026

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ARTICLE 1 – GENERAL ADMINISTRATIVE PROVISIONS

1.1 APPOINTING AUTHORITY

- a. For the City of Sacramento, appointing authority for unrepresented employees covered by this Resolution is vested with the Mayor, City Councilmembers, and Appointed Officers. Subject to applicable [Rules and Regulations of the Civil Service Board](#), Council-adopted resolutions, and administrative policy instructions, appointing authority provides for the ability to hire City employees.
- b. The Appointing Authority has the authority, subject to the approved Budget Resolution and administrative policy, to:
 - (1) Allocate full-time equivalent positions to specific job classifications and to establish rates of pay for incumbents in those classifications;
 - (2) Change the number of exempt management positions under their administrative jurisdiction, so long as their total exempt management salary budget does not increase;
 - (3) Adjust the salary of individual exempt positions, so long as the total exempt salary budget for each department does not increase; and
 - (4) Grant performance-based salary adjustments to unrepresented employees consistent with employee appraisal procedures. Salary adjustments shall not apply to non-career employees.

1.2 APPLICABILITY

The terms of this Resolution apply to unrepresented employees of the City. This Resolution does not apply to any employee appointed as a retired annuitant.

1.3 TYPE OF APPOINTMENTS

- a. Nothing in this Resolution shall create an express or implied covenant or contract or create a property right or tenure for any person appointed to unrepresented classifications covered by this Resolution. All unrepresented employees serve at the pleasure of the Appointing Authority. Consequently, just cause need not be established to impose discipline, and employees covered by this Resolution have no rights to appeal the imposition of discipline.
- b. This Personnel Resolution covers all unrepresented employees of the City of Sacramento appointed or incumbent to any position in the Executive Management, Executive Management Support, Mayor/Council Support,

and Non-Career units as defined by the [Employer-Employee Relations Policy](#). This Personnel Resolution applies to these positions whether the employee is considered full-time, part-time, seasonal, or appointed on a limited-term basis.

1.4 STAFF AIDE POSITIONS

The Director of Human Resources must approve the use of the title of Staff Aide. Staff Aide may be used only in very limited situations, such as when a classification is needed either pending establishment of a new classification or a position is funded for a limited time and no appropriate classification exists. An employee may be appointed to the Staff Aide classification for a maximum of twelve (12) months. The salary for any Staff Aide position shall be established by the Director of Human Resources.

1.5 CITY SERVICE

City service for purposes of calculating benefits shall be calculated using each employee's cumulative career employment with the City. For career part-time employees, City service shall be prorated. The use of prior employment for calculating the City service for rehired employees shall not create a right to retroactive benefits. This provision shall not apply to non-career employees. Non-career employees do not accrue Classification or City Service.

ARTICLE 2 – HOURS OF EMPLOYMENT AND OVERTIME

2.1 HOURS OF EMPLOYMENT

- a. The normal work period for employees shall begin at 12:01 a.m. Saturday and end at 12:00 midnight the following Friday.
- b. The normal work week for full-time employees, who are covered by the overtime provisions of the Fair Labor Standards Act (FLSA), shall consist of forty (40) hours of work during the normal work period.
- c. The normal work week shall not apply to employees exempt from the overtime provisions of FLSA. These employees are expected to work any amount of time required to perform the duties of their positions.
- d. The normal work week for part-time employees shall be determined by the Appointing Authority.

2.2 WORK SCHEDULES FOR FIRE ASSISTANT CHIEFS ASSIGNED TO SHIFT COMMAND

a. Shift Command Assistant Chiefs

Three (3) Fire Assistant Chiefs will be assigned to Shift Command and shall be subject to the terms contained within this Section. With the exception of subsection (e), below, nothing in this Section shall apply to other Fire Assistant Chiefs who are assigned to temporarily cover any portion or all of a Shift Command shift.

b. Daily Hour Value

Upon the transfer from another non-Shift Command assignment to Shift Command, the Fire Assistant Chief's leave banks will be adjusted to reflect 11.2 hours for each eight (8) hours in the existing leave bank. Upon transfer from Shift Command to another non-Shift Command Fire Assistant Chief assignment, the Fire Assistant Chief's leave bank will be adjusted to reflect eight (8) hours for each 11.2 hours in the existing leave bank. The conversion is completed by multiplying or dividing the current balances by the daily hour value of 1.4, depending on whether the employee is going from-or-to a shift command assignment.

c. Annual Anticipated Hours

The base annual salary for Fire Assistant Chiefs assigned to Shift Command will be the same as for Fire Assistant Chiefs not so assigned, but their hourly rate is calculated based upon an anticipated 2,912 paid hours for each calendar year.

d. Schedule and Hours

Shifts for Fire Assistant Chiefs assigned to Shift Command shall begin at 7:00 a.m. and end at 7:00 a.m. the following morning. Fire Assistant Chiefs on Shift Command assignment will work a rotating schedule of two (2) consecutive twenty-four (24) hour shifts followed by four (4) consecutive twenty-four (24) hour shifts off duty. The duty schedule is as follows:

"X" denotes work day or duty shift

"O" denotes day off or shift off duty

X-X-O-O-O-O-X-X-O-O-O-O

Payroll records will correctly reflect the above work schedule of Fire Assistant Chiefs assigned to Shift Command commencing with the first pay period that begins after the effective date hereof. Example: A twenty-four (24) hour shift beginning at 7:00 a.m. on a Monday and ending at 7:00 a.m.

on a Tuesday will show seventeen (17) hours on-duty time on Monday and seven (7) hours on-duty time on Tuesday.

e. FLSA Exemption and Fire Assistant Chief Coverage

- (1) Fire Assistant Chiefs are exempt from the provisions of the Fair Labor Standards Act (FLSA) and shall not be eligible to accrue compensating time off or earn overtime pay for time worked in excess of their schedule.
- (2) Notwithstanding the FLSA exemption described above, when a Fire Assistant Chief is required to work during their scheduled time off to fill the role of a Fire Assistant Chief on Shift Command due to a vacancy or absence, the Fire Assistant Chief who is filling in shall be compensated at their base hourly rate, and if eligible, the contractual longevity incentive described in Section 3.9, Longevity Pay (City Charter), below, for all hours worked on the additional Shift Command shift.

2.2 VOLUNTARY WORK FURLOUGH/REDUCED WORKWEEK PROGRAM

The City's [Voluntary Work Furlough/Reduced Workweek Program](#) shall be available to unrepresented full-time employees on the same terms as apply to represented employees.

2.3 OVERTIME FOR ELIGIBLE CAREER EMPLOYEES

- a. All overtime shall be calculated and paid consistent with FLSA requirements. Overtime compensation shall be paid by cash payment or compensating time off (CTO) as determined by the Appointing Authority.
- b. Employees may accrue up to one hundred and twenty (120) hours of CTO.
- c. An employee's request to use accrued CTO must be made in advance and shall be at the discretion of the Appointing Authority. Employees who request use of accrued CTO shall be permitted to use such time within a reasonable period after making the request if the use of CTO does not unduly disrupt the operations of the work unit.
- d. Upon termination from City service, employees shall be paid for any unused CTO hours at the rate of pay at the time of separation.

2.4 OVERTIME FOR ELIGIBLE NON-CAREER EMPLOYEES

- a. All overtime for non-career employees shall be calculated and paid consistent with FLSA requirements. Non-career employees shall be compensated for overtime with pay at one and one-half (1-1/2) times the regular rate of pay in cash payment.

- b. The Appointing Authority may establish a flexible work schedule consisting of more than an eight (8) hour day in a forty (40) hour work week.

2.5 REMOTE WORK PROGRAM

Employees may work remotely, at the discretion of the Appointing Authority, in a manner consistent with the City's [Remote Work Policy](#).

2.6 ALTERNATIVE WORK SCHEDULE PROGRAM

Employees may participate, at the sole discretion of the Appointing Authority, in Alternative Work Schedule Programs such as 9/80 or 4/10 schedules. Employee participation in Alternative Work Schedule Programs shall be dependent on employee performance and shall not disrupt department operations.

2.7 EMERGENCY RESPONSE BY DEPUTY FIRE CHIEF AND FIRE ASSISTANT CHIEF

When a Deputy Fire Chief or a Fire Assistant Chief is required to respond to a call for mutual aid during an emergency or disaster, or as part of a strike team, and works in excess of the employee's regular work schedule, the employee shall be paid at the regular hourly rate from time of dispatch until the time they return.

2.8 EMERGENCY RESPONSE BY DEPUTY POLICE CHIEF

When a Deputy Police Chief is required to respond to a call for mutual aid during an emergency or disaster and works in excess of the employee's regular work schedule, the employee shall be paid at the regular hourly rate for the duration of the call-up.

ARTICLE 3 – FRINGE BENEFIT PLAN/HEALTH AND WELFARE

The fringe benefit plan described in this Article shall be available to full-time Executive Management, Mayor/Council Support, and Executive Management Support employees. The City shall administer a Cafeteria Plan (Plan) for employees consistent with Internal Revenue Code § 125. The details of Plan eligibility and operational requirements are set forth in Plan documents. The City shall make contributions as defined in Section 3.1, Health and Welfare Contribution (City Contribution). For employees who elect to participate in a City-sponsored health plan, one-half (1/2) of the City contribution will be made to eligible employees on each of the first two (2) paychecks (Eligible Paycheck) in each month.

Eligible employees shall receive a City contribution for each Eligible Paycheck on which the employee is paid for forty (40) or more hours. Employees who are paid less than forty (40) hours on an Eligible Paycheck may continue elected coverage limited to the City's medical, dental, and vision plans for the period of time permitted by [Consolidated](#)

[Omnibus Budget Reconciliation Act \(COBRA\)](#), by personal remittance or other arrangement for payment of the full premiums of any insurance elected to be continued.

The City shall make the contributions provided in Section 3.1 on either a 100% or 50% basis for full-time, part-time, and non-career (+1,040) employees. Except as provided herein, the City contribution shall be applied toward the premiums for City-sponsored medical, dental, and vision insurance plans for eligible employees and qualified dependents, if any. The amount of the City contribution for each of the first two (2) paychecks of each month shall be based on the number of hours for which the employee was paid in that bi-weekly pay period: 64 or more hours paid (89.6 hours for Fire Assistant Chief on Shift Command) = 100% contribution; 40-63.9 hours paid (56-89.5 hours for Fire Assistant Chief on Shift Command) = 50% contribution.

3.1 HEALTH AND WELFARE CONTRIBUTION (CITY CONTRIBUTION)

- a. For Plan Years Prior to the Effective Date of Subsection (2), the City contributions shall be as follows:
 - (1) Employee Only

The City contribution for a full-time employee enrolled in a City-sponsored medical plan for employee only shall be up to a maximum of nine hundred seventy-one dollars (\$971) per month.
 - (2) Employee Plus One (1) Dependent

The City contribution for a full-time employee enrolled in a City-sponsored medical plan for employee plus one (1) dependent shall be one thousand five hundred forty-five dollars (\$1,545) per month.
 - (3) Employee Plus Two (2) or More Dependents

The City contribution for a full-time employee enrolled in a City-sponsored medical plan for employee plus two (2) or more dependents shall be two thousand fifty-one dollars (\$2,051) per month.
- b. Effective May 16, 2026, with the increased contribution first appearing on the paycheck issued for June 09, 2026, for plan year 2026, the contribution shall be as follows:
 - (1) For full-time employees enrolled in a City-sponsored medical plan for employee only, the City contribution shall be one thousand fifty-one dollars (\$1,051) per month.
 - (2) For full-time employees enrolled in a City-sponsored medical plan for employee plus one (1) dependent, the City contribution shall be one thousand six hundred seventy-four (\$1,674) per month.

- (3) For full-time employees enrolled in a City-sponsored medical plan for employee plus two (2) or more dependents, the City contribution shall be two thousand two hundred thirty dollars (\$2,230) per month.
- c. Effective the first benefits eligible paycheck of 2027 for plan year 2027, the City shall contribute fifty percent (50%) of the first one hundred dollars (\$100) of premium increases, up to a total City dollar maximum contribution of fifty dollars (\$50) per month toward the cumulative total increase in premiums from plan year 2026 to plan year 2027, of the benchmarked twenty-five dollar (\$25) Kaiser HMO, Delta Dental PPO, and VSP basic vision plans. The employee shall be responsible for any premium increase(s) which exceeds this amount.
- d. Effective the first benefits eligible paycheck 2028 for plan year 2028, the City shall contribute fifty percent (50%) of the first one hundred dollars (\$100) of premium increases, up to a total City dollar maximum contribution of fifty dollars (\$50) per month toward the cumulative total increase in premiums, from plan year 2027 to plan year 2028, of the benchmarked twenty-five dollar (\$25.00) Kaiser HMO, Delta Dental PPO, and VSP basic vision plans. The employee shall be responsible for any premium increases(s) which exceeds this amount. For employees enrolled in an Account-Based Health Plan (ABHP), as defined by the City, the contribution shall be as specified above. To the extent that the premium for the ABHP is less than the monthly City contribution, any excess City contribution shall be credited to the employee's Health Savings Account (HSA), to the extent allowed by law.
- e. Full-time employees not enrolled in a City-sponsored medical plan shall receive a City contribution of up to seven hundred forty-seven dollars (\$747) per month to purchase City-sponsored dental and vision coverage.
- f. Part-time employees shall receive a prorated City contribution consistent with Article 3.
- g. Employees who are eligible to receive the City contribution who do not provide proof of other group medical coverage or do not enroll in City medical coverage within thirty (30) calendar days of being eligible for the City's contribution shall be enrolled in the lowest cost ABHP medical plan for employee only coverage.
- h. Employees shall not receive any unused portion of the City contribution as cash.
- i. Changes to the City's healthcare contribution levels as provided in this

Section, including the adjustments effective for plan year 2026, shall not create or entitle employees to a special open enrollment period. Open enrollment opportunities shall occur only as provided on the City's normal annual benefits cycle or as otherwise required by law.

3.2 COVERED DEPENDENTS

- a. Funds used to pay the health insurance premium cost for a domestic partner and/or a domestic partner's dependent children shall be in accordance with federal and state tax laws.
- b. An employee who has a domestic partner and is registered with the Secretary of State of the State of California may cover the domestic partner and/or the domestic partner's children, under the employee's City-sponsored medical, dental, or vision plan. Employees with registered State of California domestic partners shall receive the City contributions as specified in Section 3.1.
- c. The following eligible dependents qualify to be enrolled on a City medical, dental, or vision plan: lawfully married spouse or registered domestic partner; children up to age twenty-six (26) who are an employee's natural child, stepchild, adopted child, or the natural or adopted child of an employee's spouse or registered domestic partner; children up to age twenty-six (26) who are placed under the legal guardianship of an employee, the employee's spouse, or employee's registered domestic partner; children up to the age of twenty-six (26) in which the City has received notice of a Qualified Domestic Relations Order of required coverage; and disabled unmarried children over the age of twenty-six (26) who reside with the employee. The definition of dependent child for purposes of medical insurance shall also be in accordance with the [Patient Protection and Affordable Care Act](#).
- d. An employee covered as a dependent of another City employee may not enroll in a City medical plan but may enroll in a City dental or vision plan.

3.3 LIFE INSURANCE

- a. City-paid basic life insurance shall be:

<u>Group</u>	<u>Amount</u>
Executive Management, Executive Management Support and Mayor/Council Support	\$50,000

- b. Optional Employee-Paid Insurance:

Executive Management, Mayor/Council Support, and Executive Management Support employees may purchase, at their expense, City-

sponsored supplemental life insurance subject to limitations specified by the insurance carrier.

3.4 LONG TERM DISABILITY

Executive Management and Mayor/Council Support employees shall receive City-paid long-term disability insurance.

3.5 FLEXIBLE SPENDING ACCOUNTS

The City offers a Flexible Spending Account program to employees as permitted by Internal Revenue Code and associated Regulations.

3.6 DEFERRED COMPENSATION PLAN

Executive Management, Mayor/Council Support, and Executive Management Support career employees may participate in the City's Deferred Compensation 457(b) Plan (Plan) to the extent allowed by law and the Plan documents.

Each participant in the Plan shall contribute one dollar and fifty cents (\$1.50) per month from their Plan balance to the Plan's administrative allowance account.

3.7 401(A) MONEY PURCHASE PLAN

The City's established Internal Revenue Code (IRC) § 401(a) Plan shall be made available to eligible career employees and participation for eligible employees shall be mandatory. The Plan shall conform to all IRC requirements. Contributions to the Plan shall be as follows:

- a. For Executive Management and Mayor/Council Support regular employees the City shall contribute four percent (4%) of salary and the employee shall contribute five percent (5%) of salary.
- b. For Executive Management Support regular employees, the City shall contribute two percent (2%) of salary and the employee shall contribute two percent (2%) of salary.
- c. The 401(a) Plan shall conform to all IRC requirements. Vesting of City funds occurs with enrollment consistent with the Internal Revenue Code, and the 401(a) plan documents.

3.8 LONGEVITY PAY (CITY CHARTER)

Employee eligibility for longevity pay shall be determined as provided under [§ 108 of the City Charter](#). The amount to be paid annually on the second check in July after twenty (20) years of City service shall be one hundred dollars (\$100), and after twenty-five (25) years of City service, an additional two hundred dollars (\$200), for a total of three hundred dollars (\$300). This longevity pay is provided

for in the City Charter and not through this Resolution. In the event changes are made to the City Charter, those changes shall supersede the provisions of this Resolution.

Longevity Pay as provided in this Section shall be reported to CalPERS in a manner consistent with CalPERS rules for reporting special compensation.

3.9 LONGEVITY PAY (UNREP RESO)

Executive Management (Unit 20), Mayor/Council Support (Unit 21), and Executive Management Support (Unit 22) employees who have completed seventeen (17) years of City service shall receive longevity pay in the amount of three percent (3%) of their base rate of pay.

Longevity pay shall be additive and shall not be compounded with any other type of pay or incentive. For purposes of determining employee eligibility for longevity pay, as provided in this Section, years of service shall be determined by an employee's City Service Seniority as defined in Section 1.5, City Service.

ARTICLE 4 – RETIREMENT

4.1 RETIREES OR SURVIVOR DEPENDENTS

Eligible City retirees or eligible survivor dependents shall receive City retiree insurance contributions for medical, dental, and vision insurance benefits from the City as follows:

- a. The maximum City contribution toward the purchase of medical, dental, or vision insurance for retirees is up to three hundred dollars (\$300) per month for the retiree. A retiree with one (1) or more dependent(s) enrolled on the retiree's medical plan shall receive up to an additional sixty-five dollars (\$65) per month, for a total maximum monthly City contribution up to three hundred and sixty-five dollars (\$365). Retirees shall not receive any unused portion of the City contribution as cash.
- b. Retiree Insurance Contributions for Employees Retiring on or after July 1, 1992
 - (1) Employees retiring with thirty (30) or more years of City service shall be eligible for up to the City's maximum retiree health insurance contribution identified in subsection 4.1(a) above on the date of retirement without regard to age.
 - (2) Employees retiring with a minimum of twenty (20) full years of City service but less than thirty (30) full years of City service who are at least fifty (50) years of age shall receive up to one hundred

percent (100%) of the City's maximum retiree insurance contribution identified in subsection 4.1(a) above.

- (3) Employees retiring with a minimum of fifteen (15) full years of City service but less than twenty (20) full years of City service who are at least fifty (50) years of age shall receive up to seventy-five percent (75%) of the City's maximum retiree insurance contribution identified in subsection 4.1(a) above.
- (4) Employees retiring with a minimum of ten (10) full years of City service but less than fifteen (15) full years of City service who are at least fifty (50) years of age shall receive up to fifty percent (50%) of the City's maximum retiree insurance contribution identified in subsection 4.1(a) above.
- (5) There shall be no City retiree insurance contribution for retirees with less than ten (10) full years of City service.
- (6) An employee who does not retire from the Sacramento City Employee Retirement System or CalPERS within one-hundred twenty (120) days from the date of separation from City service shall not be eligible for the City's retiree insurance contribution and may not enroll in a City medical, dental, or vision plan.

c. Pre-Medicare Retirees

Pre-Medicare retirees who are not eligible for Medicare benefits may elect to participate in a City-sponsored medical plan or purchase a non-City medical plan. A retiree who elects to purchase a medical plan not sponsored by the City shall only be eligible to enroll in a City medical plan if the retiree enrolls with an effective date of coverage which is within two (2) years from the date their prior City medical coverage terminated.

d. Medicare Retirees

In order for Medicare eligible retirees to maintain eligibility for the City retiree health insurance contribution, each eligible retiree and eligible dependent must enroll in Medicare Parts A and B upon being eligible for such benefits. Medicare retirees may elect to participate in a City-sponsored Medicare medical plan or purchase an individual Medicare plan.

Medicare retirees who have enrolled in Parts A and B after becoming eligible for such benefits may elect to participate in a City-sponsored Medicare plan without restriction to the amount of time that the retiree has waived a City-sponsored medical plan. Medicare retirees may only enroll eligible dependents on their City-sponsored Medicare medical plan, if the eligible dependents have enrolled in Parts A and B. Non-Medicare

dependents may be enrolled as long as the retiree has been enrolled on a City non-Medicare plan within two (2) years of the effective date of coverage for enrollment of the non-Medicare dependent.

Medicare retirees who are eligible for Medicare Parts A and B who elect to purchase an individual medical plan shall only be reimbursed the cost of the individual premium associated with a Medicare Advantage, Medicare Supplemental, and/or Medicare Prescription Drug plan up to the City contribution identified in subsection 4.1(a), above.

e. Retiree Insurance Contribution Exclusion

Retirees who participate in another group medical plan as an employee or dependent spouse shall not be eligible for the City contribution identified in subsection 4.1(a) above.

f. Industrial Disability or Death in Line of Duty Survivors

Retirees who receive industrial disability pensions or death in-line-of-duty survivor benefits will be eligible for up to one hundred percent (100%) of the City's applicable maximum retiree insurance contribution regardless of years of service.

g. Survivor Dependents Benefits

Survivor dependents of eligible retirees shall be entitled to continue receiving the retiree insurance contribution. The benefit to survivor dependents shall be calculated as provided in subsection 4.1(b).

h. Limitation Clause

No employee or retiree shall have any rights provided by this Section 4.1 after September 15, 2028.

i. Elimination of Retirees or Survivor Dependents Benefits

No employee hired, reemployed, or rehired on or after July 20, 2012, shall be eligible for any benefits provided by this Section 4.1. Employees being recalled from layoff or transferring to unrepresented classifications after July 20, 2012, shall be ineligible for any benefits by this Section, unless the employee was eligible for retiree or survivor dependent benefits at the time of layoff or transfer.

4.2 PERS RETIREMENT PLAN AND CONTRIBUTION

a. Member Contribution to PERS Retirement Plan – Classic Members

(1) Miscellaneous

Executive Management, Mayor/Council Support, Executive Management Support, and Non-Career PERS eligible employees shall pay eight percent (8%) of salary to the PERS retirement plan. The PERS contract has been amended to reflect a cost-share agreement in which miscellaneous classic members shall, from the date of the amendment, pay the seven percent (7%) employee contribution and one percentage point (1%) of the employer contribution through PERS cost-share so that all 8% will be credited to the employee's account. Classic members in miscellaneous classifications shall qualify for the 2% at 55 benefit formula based upon the highest twelve (12) consecutive months of compensation.

(2) Police Safety

Executive Management Police Safety employees shall pay twelve percent (12%) of salary to the PERS retirement plan. The PERS contract has been amended to reflect a cost-share agreement in which Executive Management Police Safety classic members shall, from the date of the amendment, pay the nine percent (9%) employee contribution and three percentage points (3%) of the employer contribution through PERS cost-share. Classic members in Executive Management Police Safety classifications shall qualify for the 3% at 50 benefit formula based upon the highest twelve (12) consecutive months of compensation.

(3) Fire Safety

Executive Management Fire Safety employees shall pay twelve percent (12%) of the employer's contribution to the PERS retirement plan. The City shall pay up to nine percent (9%) of the member contribution to the PERS retirement plan on behalf of fire safety employees. The City's payments to the member contribution shall be reported to PERS as additional compensation for the purpose of retirement benefit calculations to the extent allowed by law (pay and report). The contract with PERS reflects the proper allocation of funds. Classic members of Executive Management Fire Safety classifications shall qualify for the 3% at 55 benefit formula based upon the highest twelve (12) consecutive months of compensation.

b. Member Contribution to PERS Retirement Plan – New Members

(1) Miscellaneous

Executive Management, Mayor/Council Support, Executive Management Support, and Non-Career PERS eligible employees hired after December 31, 2012, shall be members in the PERS on

terms consistent with Public Employees' Pension Reform Act (PEPRA). New members in miscellaneous classifications shall qualify for the 2% at 62 benefit formula, shall contribute 50% of the total normal cost of the PERS retirement plan, and retirement shall be based upon the highest thirty-six (36) consecutive months of compensation.

(2) Safety

Executive Management Safety employees hired after December 31, 2012, shall be members in the PERS on terms consistent with PEPRA. New members in safety classifications shall qualify for the 2.7% at 57 benefit formula, shall contribute 50% of the total normal cost of the PERS retirement plan, and retirement shall be based upon the highest thirty-six (36) consecutive months of compensation.

ARTICLE 5 – NON-CAREER EMPLOYEES

5.1 NON-CAREER BENEFITS

Except as provided herein, unrepresented non-career (+1,040) employees do not accrue benefits.

5.2 CITY HEALTH AND WELFARE CONTRIBUTION

- a. Employees in the classification of Fire Recruit shall receive the same City monthly health and welfare contribution amount as provided for the classification of Firefighter in the applicable Memorandum of Understanding.
- b. Employees in the classification of Police Officer Recruit and Community Service Officer (Limited-Term) shall receive the same City monthly health and welfare contribution amount as provided for the classification of Police Officer in the applicable Memorandum of Understanding.
- c. Employees in the classification of Dispatcher Recruit shall receive the same City health and welfare contribution amount as provided for the non-supervisory Dispatcher classification in the applicable Memorandum of Understanding.
- d. Non-Career employees under this Section are not eligible to receive any unused portion of the City contribution as cash.

5.3 POOL SAFETY CLASSIFICATIONS

Employees holding classifications designated as pool safety positions may be

eligible for additional compensation for qualifying work associated with the summer aquatics program. Such compensation is authorized solely for the purpose of recruiting and retaining qualified employees at City-operated swimming pools. Said employees shall be paid additional compensation as follows:

a. Certification Fee Reimbursements

Upon submittal of documents showing successful completion of the required water safety courses and receipts showing fees paid, the City shall reimburse eligible employees up to two hundred (\$200) for completing their certification course work.

b. Recruitment Incentive

Upon successful completion of eighty (80) hours of work in a designated pool safety classification, the City shall pay eligible employees a lump sum amount of two hundred dollars (\$200).

c. Retention Incentive

Upon successful completion of work during the entire summer aquatics season, the City shall pay eligible employees a lump sum amount of four hundred dollars (\$400).

5.4 GENERAL INTERN CLASSIFICATION

Individuals holding the classification of General Intern may be eligible for additional compensation for qualifying work. Additional compensation in the amounts described below is authorized solely for the purpose of recruiting and retaining qualified interns. General Interns may be paid additional compensation as follows:

a. General Interns

(1) Recruitment Incentive

Upon successful completion of eighty (80) hours of work, the City may pay eligible General Interns a lump sum amount of two hundred and fifty dollars (\$250).

(2) Retention Incentive

Upon successful completion of three hundred and twenty (320) hours of work, the City may pay eligible General Interns a lump sum amount of five hundred dollars (\$500).

b. General Interns in the City Attorney’s Office

(1) Recruitment Incentive

Upon successful completion of eighty (80) hours of work, the City may pay eligible General Interns working in the City Attorney’s Office a lump sum amount of five hundred dollars (\$500).

(2) Retention Incentive

Upon successful completion of four hundred (400) hours of work, the City may pay eligible General Interns working in the City Attorney’s Office a lump sum amount of one thousand and five hundred dollars (\$1,500).

5.5 TUITION REIMBURSEMENT – STUDENT TRAINEE

Employees in the classification of Student Trainee, who are in the Police Officer hiring pipeline, may be eligible for tuition reimbursement pursuant to Section 7.4.

ARTICLE 6 – LEAVES

6.1 ACCRUAL OF LEAVE HOURS OVER 24 PAY PERIODS

Unless provided otherwise in this Article, leave hours shall accrue over twenty-four (24) pay periods per year, during the first two (2) pay periods of each month.

6.2 VACATION

a. Employees shall be entitled to vacation allowances pursuant to the provisions of [§ 107 of the City Charter](#). Based on length of City service, the accrual of annual vacation allowances shall be as follows:

Non-Shift Command Hours

<u>Length of Service</u>	<u>Annual Vacation Allowance</u>
1 to 5 years	10 days/80 hours
5 years and 1 day to 15 years	15 days/120 hours
more than 15 years	20 days/160 hours

Shift Command Hours

<u>Length of Service</u>	<u>Annual Vacation Allowance</u>
1 to 5 years	112 hours
5 years and 1 day to 15 years	168 hours
more than 15 years	224 hours

- b. Vacation allowance administration shall be in accordance with the [Rules and Regulations of the Civil Service Board](#), unless an exception is authorized by the City Manager under appropriate circumstances. Employees other than Fire Assistant Chiefs assigned to Shift Command may accumulate a maximum of four hundred and eighty (480) vacation hours. Fire Assistant Chiefs assigned to Shift Command may accumulate a total of six hundred and seventy-two (672) hours. Once these maximums are reached, employees will no longer accrue vacation until such time as the employee's vacation leave balances fall below the applicable maximum.
- c. Employees who are eligible to receive a cash payment in-lieu of vacation leave, as provided for in [Article 8 § 107\(d\) of the Sacramento City Charter](#), may make an irrevocable election to receive such payment by foregoing the same number of vacation hours in the calendar year following election. Notification of the election must be made to the Payroll Division, Department of Finance, in writing by November 30. The in-lieu payment will be made to the employee on the last paycheck in March of the calendar year following the election. If the employee electing the in-lieu payment separates from City employment for any purpose before receiving the in-lieu payment, the employee forfeits any right to receive the payment, but will instead have their vacation leave balances credited with the amount of hours that would have accrued from January 1 to the last day of employment.

6.3 HOLIDAYS

a. Recognized Holidays

Except as otherwise provided, the following shall be recognized holidays for eligible employees:

<u>Holiday</u>	<u>Date</u>
New Year's Day	January 1
Martin Luther King's Birthday	Third Monday in January
Washington's Birthday	Third Monday in February
Cesar Chavez's Birthday	March 31
Memorial Day	Last Monday in May
Juneteenth	June 19
Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving	Friday after Thanksgiving
Christmas Eve (4 hours)	December 24
Christmas Day	December 25

New Year's Eve (4 hours) December 31

b. Eligibility

- (1) To be eligible for holiday pay, the employee must be in a paid work status the scheduled workday before and after the recognized holiday. Any payable leave time, such as vacation, and sick shall be considered hours worked for the purpose of holiday pay eligibility.
- (2) A part-time employee, including an employee in a work-sharing program, and non-career (+1,040) employee shall receive the recognized holiday benefit based upon the number of hours the employee was paid in that workweek as follows:

Number of Recognized Holidays in the Workweek	Minimum Number of Paid Hours in the Workweek	
	<u>50% Benefit</u>	<u>100% Benefit</u>
0.5	18	28.8
1.0	16	25.6
1.5	14	22.4
2.0	12	19.2

An employee paid for less than the minimum number of hours required for the 50% benefit shall receive no recognized holiday benefit.

- (3) Non-career (-1,040) employees shall not receive recognized holiday benefits.

c. Holiday Observance

- (1) If an employee's scheduled days off are Saturday and Sunday during a standard City workweek in which a recognized holiday falls, the following shall apply:
 - i. If the recognized holiday falls on a Saturday, the preceding Friday shall be considered the employee's holiday.
 - ii. If the recognized holiday falls on a Sunday, the following Monday shall be considered the employee's holiday.
- (2) If an employee's schedule differs from the traditional Monday-Friday workweek in which a recognized holiday falls, the following shall apply:
 - i. The actual dates as listed above shall be considered as the employee's holiday.

- ii. If the recognized holiday falls on the employee's scheduled day off, the employee shall receive holiday earned for the hours of the holiday benefit.

d. Employee Holiday Earned Accrual (Non-Safety)

Executive Management (Unit 20), Mayor/Council Support (Unit 21), and Executive Management Support (Unit 22) employees (excluding department heads, classifications above department head, Deputy Fire Chiefs, Deputy Police Chiefs, Fire Assistant Chiefs (all shifts), and the Fire Marshal) who are required by their supervisors to work on a holiday shall receive Holiday Earned leave for those hours actually worked on a holiday up to a maximum of eight (8) hours for a full holiday or four (4) hours for a half holiday.

- e. Employees may accumulate a maximum of eighty (80) hours of Holiday Earned hours pursuant to (c) and (d), above. Once the maximum is reached, there shall be no further Holiday Earned accrual until the employee's balance falls below eighty (80) hours. Holiday Earned may be taken by the employee at the discretion of the department head.

f. Holiday Hours for Deputy Fire Chiefs, Deputy Police Chiefs, Fire Assistant Chiefs Not Assigned to Shift Command, and Fire Marshal

Deputy Fire Chiefs, Deputy Police Chiefs, Fire Assistant Chiefs not assigned to Shift Command, and Fire Marshal regularly scheduled to work on a recognized holiday shall receive Holiday Earned leave up to a maximum of eight (8) hours for a full holiday or four (4) hours for a half holiday. Holiday Earned accumulations shall be limited to a maximum carryover of forty (40) hours from the preceding calendar year. Effective the pay period which includes January 8 of each year, earned holiday hours in excess of forty (40) shall be paid to the employee in cash at the employee's regular rate of pay for that pay period.

g. Floating Holidays

(1) Accrual

- i. In addition to the recognized holidays specified above, except as provided below, employees shall receive the equivalent of two (2) floating holidays per fiscal year on an accrual basis as follows:
 - 1. Each full-time Executive Management, Mayor/Council Support, and Executive Management Support employee shall accrue sixteen (16) hours of floating holiday per calendar year at the rate of forty (40) minutes on each of the first two (2) paychecks each

month, as long as the employee is in paid status forty (40) or more hours of salary on the paycheck that the accrual would occur.

2. A part-time Executive Management, Mayor/Council Support, or Executive Management Support employee, including an employee in a work sharing program, or a non-career (+1,040) employee shall accrue floating holiday credit based on the number of hours for which the employee was paid in that bi-weekly pay period: 64 or more hours paid = 100% accrual [forty (40) minutes per each eligible paycheck]; 40-63.9 hours paid = 50% accrual [twenty (20) minutes per each eligible paycheck].

ii. Non-career (-1,040) employees shall not receive floating holiday benefits.

(2) Administration

i. The scheduling of floating holiday time must be approved in advance by the Appointing Authority or designated representative.

ii. An employee may carry-over from the preceding calendar year a maximum of eight (8) hours of floating holiday accrual. There shall be no cash out of floating holiday hours, either annually or upon separation.

h. Holiday Hours for Fire Assistant Chief Assigned to Shift Command

(1) In lieu of the recognized holidays identified in Section 6.3(a), Recognized Holidays, Fire Assistant Chiefs who are assigned to the Shift Command schedule shall be credited with holiday accrual at the rate of six (6) hours and thirty-two (32) minutes on the first two paychecks of each month. Employees may accumulate twenty-four (24) hours of holiday leave, after which all remaining accruals shall be paid to the employee at the employee's base rate of pay including, if eligible, the contractual longevity incentive described in Section 3.9, Longevity Pay (City Charter).

(2) Holiday hours shall be credited to an employee consistent with (h) (1) only while the employee is in paid status.

(3) Holiday hours shall be used to offset vacation time as follows:

i. Employees earning ten (10) vacation days per year: Holiday Earned = 1:36/shift

- ii. Employees earning fifteen (15) vacation days per year:
Holiday Earned = 3:00/shift
- iii. Employees earning twenty (20) vacation days per year:
Holiday Earned = 1:36/shift
- iv. Employees earning twenty (20) vacation days per year and
who sell back one (1) week in lieu of vacation: Holiday
Earned = 3:00/shift

(4) Fire Assistant Chiefs who are returning from a Shift Command schedule shall convert any accrued holiday hours in a manner consistent with Section 2.2(b).

i. Closure of Operations on Half Holidays

The City may opt to close operations on Christmas Eve or New Year's Eve. If operations are closed on a designated half holiday, employees are expected to account for their time by using an appropriate form of paid leave or unpaid time off consistent with City policy.

6.4 MANAGEMENT LEAVE TIME

- a. Executive Management and Mayor/Council Support employees exempt from the overtime provisions of FLSA shall not accrue compensating time off or earn overtime pay for time worked in excess of eight (8) hours per day or forty (40) hours per week but shall be expected to devote as much time to their employment as may be necessary for the efficient operation of City government.
- b. Executive Management and Mayor/Council Support employees determined by the City to be exempt from the overtime provisions of the FLSA shall be credited with eighty (80) hours of management leave time each calendar year, with the time posted to each employee's leave balances the first pay period in January. Executive Management and Mayor/Council Support employees appointed after January 1 of a calendar year shall be entitled to a pro rata share of eighty (80) hours of management leave time based upon the number of full months remaining in that calendar year. Management leave time shall be useable upon being credited, subject to the approval of the immediate supervisor.

Full-time career Executive Management and Mayor/Council Support employees who receive management leave time pursuant to this subparagraph shall have the option to receive a cash payment for up to forty (40) hours in lieu of the equivalent management leave accruals in the calendar year following the date the employee makes the election. The following rules shall govern this optional payment:

- (1) Any employee exercising such option shall be required to sign an appropriate form requesting payment in lieu of up to forty (40) hours of management leave time which shall be submitted to Payroll no later than November 30.
 - (2) Any employee exercising the option to receive cash in lieu of management leave time shall have the commensurate leave value debited from their leave balances when the payout is processed.
 - (3) The employee shall receive the in-lieu payment on the first paycheck in February of the year following the date of the election.
 - (4) Payment for up to forty (40) hours shall be calculated using the employee's hourly rate of pay on the date that the in-lieu payment is made.
- c. Management leave time shall not accumulate from year to year, and any management leave time not used or cashed out pursuant to the terms of this Section shall be forfeited on December 31 of the calendar year in which it was credited.
 - d. There shall be no cash out of management leave time upon separation.
 - e. Part-time Executive Management and Mayor/Council Support employees shall be credited with a prorated amount of management leave.

6.5 ADMINISTRATIVE LEAVE TIME

- a. Executive Management Support employees shall be credited with twenty-four (24) hours of administrative leave time each fiscal year. Such time will be posted in the first pay period in July. Executive Management Support employees hired after July 1 of a fiscal year shall be entitled to a prorated share of administrative leave time based upon the number of full months remaining in that fiscal year. Administrative leave time shall be useable upon being credited, subject to the approval of the employee's immediate supervisor.
- b. Administrative leave time shall not accumulate from fiscal year to fiscal year, and any administrative leave time not used in the fiscal year in which it was awarded shall be forfeited. There shall be no cash out of administrative leave time.
- c. Part-time Executive Management Support employees shall be credited with a prorated amount of administrative leave.

6.6 SICK LEAVE

a. Accrual and Usage

- (1) A full-time employee shall accrue sick leave credits at the rate of four (4) hours on each of the first two (2) paychecks each month, which may be used by the employee in the event of illness or injury which is not job-related. Part-time career and non-career employees earn sick leave on a pro-rata basis per the [Rules and Regulations of the Civil Service Board](#) and/or [California's Healthy Workplaces, Healthy Families Act of 2014](#).
- (2) Employees who have sick leave of at least four hundred and eighty (480) hours on regular schedules or six hundred and seventy-two (672) hours on Shift Command schedules on the last day of the pay period ending on or before November 1 in any calendar year may make an irrevocable election to forego the sick leave accrual of not more than twenty-four (24) hours on standard schedules or thirty-three point six (33.6) hours on Shift Command schedules during the following calendar year and receive instead a cash payment for the number of sick leave hours designated in the election.
- (3) Notification of the irrevocable election must be made in writing to the Payroll Division, Department of Finance, between November 1 and November 30. The payment will be made on the last paycheck in May of the calendar year following the irrevocable election. Payment shall be made at the hourly rate of pay the employee is receiving at the time the payment is made.
- (4) If the employee electing the payment is separated from City employment before receiving the payment, the employee forfeits any right to the payment, but will instead have their sick leave balances credited with the sick leave hours the employee would have accrued from the January 1 following the date of election to the last day of employment.

b. Sick Leave Cash Out

(1) PERS

- i. PERS members hired, reemployed, or rehired prior to January 1, 2005, with more than twenty (20) years of continuous City service, are eligible to cash out sick leave upon separation for reasons of retirement, resignation, layoff or death as follows:
 1. Eligible employees may receive a cash payment equal to thirty-three and one-third percent (33-1/3%)

of the total sick leave credits accumulated (to the nearest full day) by the employee on the date of their retirement, resignation, or layoff.

2. Eligible employees with an effective retirement date from PERS within one hundred twenty (120) calendar days of their separation from City service may also convert any or all of their total sick leave credits accrued, less any payment received pursuant to subparagraph 1, above, to PERS service credit as of the date of their retirement consistent with and pursuant to the PERS contract with the City, as amended.
3. Individuals identified pursuant to [California Government Code § 53245](#) as being the person designated on the employee's "Designation of Person Authorized to Receive Warrants," or in the absence of an identified person pursuant to California Government Code § 53245, persons entitled by law to the possession of the estate of a deceased employee who was eligible to cash out sick leave credits pursuant to subparagraph 1, above, may receive payment for thirty-three and one-third (33-1/3%) of the total sick leave credits accumulated (to the nearest full day) by the employee on the date of the employee's death.
 - ii. Employees hired, reemployed, or rehired on or after January 1, 2005, shall not be eligible for cash out payment of any portion of accumulated sick leave credits.
 - iii. PERS members may convert their sick leave balance to service credit pursuant to the PERS contract with the City upon separation of employment from the City for retirement, without regard to date of hire, reemployment, or rehire.
 - iv. No employee whose services are terminated by reason of discharge for cause shall be eligible for payment of any portion of accumulated sick leave credits.

(2) SCERS

Upon retirement, SCERS members eligible to accumulate sick leave credits shall receive a cash payment representing the value of thirty-three and one-third percent (33-1/3%) of the sick leave

credits (rounded to the nearest full day) accumulated to the date of retirement.

- c. Except as provided herein, no payments made or sick leave credits accumulated shall be construed or deemed to constitute retirement benefits payable to employees of the City.
- d. The [Rules and Regulations of the Civil Service Board](#) relating to the administration of sick leave privileges and benefits shall apply to all covered employees.

6.7 PARENTAL PAY

Pursuant to the City's [Leave Administration Policy](#), full-time employees who have completed at least three (3) years of full-time career City service from the most recent date of hire are eligible for parental pay of up to one hundred and sixty (160) hours of continuous time off. Part-time employees who have completed at least three (3) years of career City service from the most recent date of hire are eligible for parental pay of up to eighty (80) hours of continuous time off. Required career service must be completed preceding either:

- a. The birth of a child who resides with the employee and for whom the employee has physical and legal custody; or
- b. The adoption of a child under age four (4) who resides with the employee and for whom the employee has physical and legal custody.

6.8 INJURY-ON-DUTY

- a. Full-time career employees shall receive benefits for injuries suffered in the performance of their duties consistent with [§ 253 of the City Charter](#). In the event changes are made to the City Charter, those changes shall supersede the provisions of this Resolution. To the extent permitted by law, the City shall receive a credit for the benefits provided pursuant to Charter § 253 against future workers' compensation benefits.
- b. Safety employees may also be entitled to benefits pursuant to California Labor Code § 4850, as amended.
- c. If the employee qualifies for temporary disability benefits after exhausting the one-year leave of absence for workplace injuries described in Charter § 253, the employee may use accrued leave balances to replace any loss of income. The employee may use full or partial days of leave pursuant to policy for this purpose, but in no event shall the cumulative amount received from temporary disability payments and the use of leave balances exceed the hourly rate of pay of the employee as of the date of injury.

6.9 COURT LEAVE

- a. When an employee is absent from work to testify in response to a properly served subpoena issued by a court of competent jurisdiction in a non-work-related matter to which the employee is not a party, to serve on a jury, or to report for jury duty examination, the employee shall be granted pay for those hours which the employee is absent for such reason. The City may require the employee to elect to be on telephone alert for jury duty and remain on the job until such time as called to testify or serve jury duty. When an employee is required to be on telephone alert, the employee will cooperate with the court or jury commissioner and the City will be responsible to ensure that the employee is available. Pay for work time lost shall be computed at the employee's regular rate of pay at the time of such absence.
- b. If a swing shift or graveyard shift employee has served an amount of time that exceeds one-half of the employee's next scheduled shift in court or on jury duty, the employee will notify the supervisor in advance of the start time so they will be excused from the shift. If the employee is in court or on jury duty less than one-half the shift, the employee will be required to work.
- c. In lieu of the shift after service on court leave, a graveyard shift employee may request to take off the shift prior to court leave, provided that if the employee serves less than one-half of the shift, they will be required to use vacation or other leave accruals to cover the shift.
- d. To receive pay for work time lost, an employee must provide the City with a statement signed by an official of the court certifying the employee's service as a witness or juror or appearance in court for such purposes, the date or dates of attendance, the time released from attendance and the compensation paid exclusive of any transportation and subsistence allowance.
- e. The City reserves the right to require the employee to reimburse the City for all witness fees or jury remuneration received, less transportation and subsistence allowance.
- f. When a non-career employee is regularly scheduled to work and is ordered to appear in court or report for jury duty, such employee shall be entitled to court leave benefits in accordance with the above-stated procedure.

6.10 CATASTROPHIC LEAVE

Employees are entitled to catastrophic leave pursuant to, and consistent with, the City's [Leave Administration Policy](#).

6.11 BEREAVEMENT PAY

An employee may receive up to twenty-four (24) working hours of City bereavement pay for time taken off for the death of the employee's spouse, registered domestic partner, parent, sibling, child, grandchild, or grandparent. The employee may use sick leave as outlined in the [Rules and Regulations of the Civil Service Board](#) for additional time off or to attend to other death, bereavement, or funeral needs.

Bereavement Pay is expressly excluded from the conversion requirements set forth in Article 2.2 (b) of the Agreement for Fire Assistant Chief on Shift Command.

6.12 FAMILY AND MEDICAL LEAVE

Employees may be entitled to leave pursuant to the Family and Medical Leave Act (FMLA), the California Family Rights Act (CFRA), and/or Pregnancy Disability leave (PDL) consistent with the City's [Leave Administration Policy](#).

6.13 PERSONAL TIME OFF

- a. Full-time career employees who have completed ten (10) full years of City service shall be credited with twenty-four (24) hours of personal leave at the beginning of the first pay period in January of each year. Part-time career employees who have completed ten (10) full years of City service shall be credited with a prorated amount of time based on their regular schedule.
- b. Personal leave shall not accumulate from year to year and shall have no cash value. If an employee is unable to use all of the time by the end of the calendar year based on operational need, the Department may approve carry-over to the next year. In all other cases, the time shall be forfeited.
- c. Non-career employees are not eligible for personal leave benefits.
- d. Personal Time Off is expressly excluded from the conversion requirements set forth in Article 2.2 (b) of the Agreement for Fire Assistant Chief on Shift Command.

6.14 PAID CITY LEAVE (PCL)

- a. Employees who were both in an unrepresented classification in Units 20, 21, or 22, and on the payroll on April 9, 2022, were granted thirty-five (35) hours of Paid City Leave (PCL). Employees who were both in an unrepresented classification in Units 20, 21, or 22, and on the payroll on October 31, 2022, were granted thirty-five (35) hours of PCL. This PCL shall not expire and shall have no cash value except upon separation from City service. Employees with a balance of the PCL upon separation shall

receive a payment for the PCL balance at the straight time rate of pay they are receiving at the time of the payment, less ordinary payroll deductions.

- b. The total maximum number of PCL an employee may receive is seventy (70) hours. Employees who promote or transfer to a classification covered by the Unrepresented Resolution and who previously received PCL hours while employed in a represented classification covered by a memorandum of understanding (MOU) that provided PCL, may carry over the balance of their remaining PCL hours, if any. However, under no circumstance will any employee be provided more than a total of seventy (70) PCL hours.

ARTICLE 7 – REIMBURSEMENTS AND ALLOWANCES

7.1 TRANSPORTATION AND PARKING ALLOWANCES

a. Reimbursement for Use of Privately-Owned Vehicles

- (1) Charter Officers or their designees may offer reimbursement for the use of privately-owned vehicles on City business or as compensation in lieu of the use of City vehicles on City business subject to the limits identified in this Article. Employees receiving a vehicle allowance prior to August 8, 2013, may continue to receive the amount of that reimbursement, even if in excess of the limits set below:

Executive Team Members	\$500/month
Division Managers	\$250/month
Professional Level	\$0 - \$175/month
Support/Miscellaneous Staff	\$0 - \$100/month

- (2) Executive Management and Mayor/Council Support employees shall receive City-provided parking. Executive Management Support employees are eligible for City-provided parking.
- (3) Employees receiving less than two hundred and fifty dollars (\$250) in monthly vehicle allowance may receive out-of-town mileage reimbursement. Reimbursement for out-of-town mileage shall be at the general mileage reimbursement rate (minus twenty-five (25) miles for individuals receiving a monthly vehicle allowance) or comparable coach airfare, whichever is lower.

- b. Any automobile operated on City business by any employee receiving a monthly vehicle allowance shall be insured against liability in persons and property, including wrongful death, in an amount at least equal to \$100,000

per person, \$300,000 per accident, and property damage limits at least equal to \$50,000 (100/300/50).

c. Monthly Bus Transportation Reimbursement

(1) Sacramento Regional Transit District (SRTD)

Full-time Executive Management, Mayor/Council Support, and Executive Management Support employees who utilize SRTD for home-to-work transportation are eligible to receive an eighty percent (80%) City-paid SRTD monthly non-zone sticker pass in lieu of the City-paid parking and vehicle allowance. Part-time employees shall be eligible for a fifty percent (50%) price discount on the monthly non-zone sticker pass. The employee must notify the Department of Finance, Revenue Division, prior to the first day of the month to obtain the monthly pass discount for that next month. Non-career employees shall not be eligible for the allowance. An employee who receives a reimbursement for use of a privately-owned vehicle shall not be eligible for benefits under this Section.

(2) Other Public Transportation

Eligible full-time employees, as described in Section 7.1(c)(1), who regularly utilize other public transportation regulated by the Public Utilities Commission or the equivalent for home-to-work commuting, are eligible for monthly transit pass reimbursement up to eighty percent (80%) of the cost in lieu of City-paid parking and vehicle allowance. Eligible part-time employees, as described above, shall be eligible for a fifty percent (50%) monthly reimbursement. The employee must present the required proof of purchase to the Department of Finance, Revenue Division, prior to the first day of the month to obtain reimbursement. The amount of monthly reimbursement shall not exceed one hundred and twenty dollars (\$120). An employee who receives a reimbursement for use of a privately-owned vehicle shall not be eligible for benefits under this Section.

(3) Downtown Parking Subsidy

i. Eligible full-time Executive Management Support employees, as described above, who work in the downtown area, shall receive a ninety dollar (\$90) per month transportation allowance. Part-time Executive Management Support employees who work in the downtown area shall receive a sixty dollar (\$60) per month transportation allowance. Non-career employees shall not be eligible for the

allowance. Employees who receive City-paid parking as described in 7.1 shall not be eligible for the downtown parking subsidy.

d. Discounted Parking Rates

Discounted parking will be available to Executive Management Support employees, on a first-come, first-serve basis, for parking spaces in the Memorial Garage at a cost of seventy percent (70%) of the regular Memorial Garage monthly rate. This means that the employee discounted rate is thirty percent (30%) off the full monthly rate.

e. City Vehicle Retention

The City Manager/Charter Officers may authorize overnight home retention of City vehicles for public safety assignments, on-call assignments, and other special or emergency assignments. Employees having custody of City vehicles must reside within thirty-five (35) air miles from the freeway interchange at W-X, 29th-30th Streets, so as to provide the citizens of this City with an effective response capability to emergencies.

7.2 FIRE UNIFORM ALLOWANCE

Safety management personnel employed in the Fire Department shall receive a uniform allowance of thirty-five dollars (\$35) bi-weekly for the purchase of regulation items of uniform that the Fire Department requires to be worn as a condition of employment.

7.3 POLICE UNIFORM ALLOWANCE

Safety management personnel employed in the Police Department shall receive a uniform allowance of thirty-five dollars (\$35) bi-weekly for the purchase of regulation items of uniform that the Police Department requires to be worn as a condition of employment.

7.4 TUITION REIMBURSEMENT

Employees will be reimbursed for the cost of tuition up to a maximum of one thousand and five hundred dollars (\$1,500) per calendar year, pursuant to the City's Employee Educational Assistance Program, as amended. Except as provided in Section 5.5, Tuition Reimbursement, non-career employees are not eligible for tuition reimbursement.

7.5 STATE OF CALIFORNIA BAR DUES

The actual cost of mandatory State Bar dues shall be paid for employees in attorney classifications in the City Attorney's Office. In the sole discretion of the City Attorney, the City Attorney may approve reimbursement, from the budget of the employing department, for other licensed City employee attorneys whose legal skills and abilities represent a significant benefit to the City. The City Attorney may authorize such reimbursement after being provided documentation establishing payment was made by the employee requesting the reimbursement.

7.6 REQUIRED LICENSES AND CERTIFICATIONS

Where the City requires that an employee maintain a license and/or certification, the Department Head or designee may, on a case-by-case basis, reimburse the employee for costs associated with the renewal of such license. This Section shall not apply to driver's licenses.

7.7 CONTINUING EDUCATION

When the City requires that an employee maintain a license or certificate which mandates continuing education units (CEUs) to maintain the license or certificate, the employee is responsible for obtaining the CEUs. The City may provide the needed CEUs or reimburse the employee for the cost of such training.

7.8 BILINGUAL PAY

- a. The City may authorize bilingual pay when it is determined to be operationally necessary. The City shall determine what languages are appropriate for such pay and the number of employees to be certified. To be eligible for bilingual pay the employee must be determined to be verbally proficient and, if necessary for the assignment, proficient in the written language. The City will arrange the certification and testing process necessary to authorize the bilingual pay.
- b. Bilingual pay shall be paid at the rate of forty dollars (\$40) per month for any month in which the employee is certified. An employee who is receiving bilingual pay may be required to provide assistance to any City operations.

7.9 TECHNOLOGY ALLOWANCE

- a. If the City requires an employee in the Executive Management, Executive Management Support, or Mayor/Council Support unit to be generally accessible via technology device for the conduct of City-related business, the City shall provide a technology allowance in accordance with the provisions of this Section.

- b. Employees in the Executive Management, Executive Management Support, or Mayor/Council Support units may be authorized a monthly technology allowance of up to one hundred dollars (\$100).
- c. Upon approval of the technology allowance, the employee shall provide and maintain a personal cellular phone and service that is available to conduct City-related business. The employee shall provide, and the City may publish, the cellular phone number to designated individuals and organizations with whom the employee normally conducts City-related business.

7.10 NOTARY PAY

An Executive Management Support employee who is required to maintain, or who obtains for City benefit, a notary registration shall receive a monthly certification pay of thirty dollars (\$30).

ARTICLE 8 – MISCELLANEOUS

8.1 RESTRICTIONS UPON OFFICERS AND EMPLOYEES

- a. Consistent with Sacramento City Code 2.16.010, no employee shall be interested directly or indirectly in any contract or transaction with the City or with any department, board, officer or employee thereof, nor become surety for the performance of any contract made with or for the City upon bonds given to the City.
- b. No employee shall receive any commission, money or thing of value, or derive any profit, benefit or advantage, directly or indirectly, from or by reason of any dealings with or service for the City by the employee or others, except the lawful compensation paid to such employee.
- c. No employee shall hold status in more than one (1) classification, nor receive more than one (1) salary from the City for the same work or hours of work.

8.2 OFF-DUTY EMPLOYMENT OF EXEMPT EMPLOYEES

- a. Employees shall not engage in any other employment, work, profession, business, or enterprise that is inconsistent, incompatible, in conflict with or adversely affects the performance of their duties, or that is contrary to the most effective performance of the mission of City management or the best interests of the City.
- b. Employees shall not accept any off-duty employment without the express consent, in advance, of the Appointing Authority or designated representative.

- c. Employees shall submit annual requests for approval for off-duty employment at the beginning of each fiscal year.
- d. An employee shall not work:
 - (1) In any employment, which will tend to bring discredit upon City management, or which is detrimental to City goals, or which will reduce an individual's efficiency or usefulness as a City employee.
 - (2) In any employment requiring an affiliation, membership, or allegiance tending to influence conduct in a manner inconsistent with the proper discharge of responsibilities to the City or the public interest.
 - (3) In any employment for any other municipality or political subdivision of the state or federal government (except with the express written authorization of the Appointing Authority).
 - (4) In any off-duty position while on sick leave or injured-on-duty status.
- e. An employee may request authorization for off-duty employment by forwarding a letter of request to the Appointing Authority. The letter should provide details concerning the type of employment, expected duration of employment, and the employer's name.
- f. The Appointing Authority will notify in writing to the employee of action taken on the request for off-duty employment. A copy of the letter will be retained in the employee's personnel file.
- g. Authorization for off-duty employment may be revoked at the discretion of the Appointing Authority at any time.
- h. Part-time, seasonal, or limited-term employees are not subject to the restrictions of this Section.

8.3 PAYROLL ERRORS

- a. In the event an error has been made, including but not limited to the payment of an employee's salary, overtime payment or leave accruals, balances or usages, the City shall, for purposes of future compensation, adjust such compensation to the correct amount, and give written notice to the employee.
- b. In the event an employee received an overpayment, reimbursement to the City shall be mutually agreed to between the parties and shall be accomplished by:
 - (1) Lump sum payment by the employee;

- (2) A one-time deduction from useable vacation, compensating time off (CTO), or holiday credit balances equivalent to the overpayment at the employee's current hourly rate;
- (3) A repayment schedule through payroll deduction; and/or
- (4) Other means, as may be mutually agreed between the parties.

No repayment schedule shall exceed fifty-two (52) pay periods in duration, except that if the employee does not agree to a voluntary repayment schedule, which leads to collection efforts or other legal remedies, the overpayment collection shall not exceed twenty-six (26) pay periods.

- c. No action shall be taken to enforce repayment of an overpayment, or to correct an underpayment, unless action is taken within two (2) years from the ending date of the pay period in which the error is discovered. "Action is taken" as used in this Section shall mean written notice to the employee in the case of an overpayment, or written or oral notice to the City in the case of an underpayment error.

8.4 RETIREE COURT APPEARANCE FEES

A retired City employee who is subpoenaed to appear in court on behalf of the City in their capacity as a former City employee shall receive a court appearance fee if the employee reports at the time specified for their particular testimony regardless of whether the employee is ultimately required to testify. The court appearance fee shall be one hundred twenty-five dollars (\$125) for a full day or seventy-five dollars (\$75) for a half day, which is defined as four hours or less. Nothing herein shall serve to establish an employment relationship for any purpose, including, but not limited to, employee benefits, reimbursements, compensation, court cancellation fee, or any other rights.

8.5 OUT-OF-CLASSIFICATION PAY

- a. Unit 09

Temporary assignments to higher classifications shall be permitted only in those classifications where, in the judgment of the Department Head or designee, it is necessary to maintain proper and efficient departmental operations. An employee temporarily assigned to perform the duties of a higher classification shall be compensated for the duration of the out-of-classification assignment by the payment of five percent (5%) of the base rate of pay the employee received prior to the out-of-classification assignment, or the salary provided for in Step 1, as applicable, of the higher classification, whichever is greater, but not to exceed top step of the higher classification. Departments shall establish internal tracking and approval systems for out-of-classification pay administration.

b. Units 20, 21, and 22

If a supervisor assigns an employee to perform the full range of duties of a higher classification, the employee shall receive out-of-classification pay up to a maximum of ten percent (10%) the employee's base rate of pay, but not more than the maximum salary of the higher classification. A department head may approve out-of-classification pay greater than ten percent (10%) with written justification and approval by the appropriate Charter Officer. Employees shall not receive out-of-classification pay in a department head's absence, unless the department head is on a leave of absence of at least ten (10) consecutive calendar days for a reason identified in the City's [Leave Administration Policy](#), and the full range of responsibilities and decision-making authority of the department head has been delegated to the employee. Additionally, employees are not eligible for out-of-classification pay when their job specification states they may act in the absence of the department head.

8.6 SALARY STEPS FOR EMERGENCY MEDICAL SERVICE TRAINEE (EMS TRAINEE)

- a. EMS Trainee shall be a non-career, part-time classification for recruiting and training to learn the duties of a Fire Service Paramedic for the Sacramento Fire Department.
- b. The EMS Trainee classification shall consist of five (5) salary steps with five percent (5%) between steps.
- c. Employees in the classification of EMS Trainee shall be advanced to the next higher step of the salary range of the classification upon successful completion of twenty-six (26) weeks (520 hours) of service. Employees who thereafter maintain a normally satisfactory level of performance shall be advanced automatically at fifty-two (52) week (1,040 hours) intervals to succeeding steps of the assigned salary range.

8.7 SALARY RANGE ADJUSTMENTS FOR DESIGNATED CLASSIFICATIONS

Unrepresented classifications in the Executive Management (Unit 20), Mayor/Council Support (Unit 21), and Executive Management Support (Unit 22) units, who have similar or equivalent classifications in the Sacramento City Exempt Employees Association (SCXEA) shall receive salary range adjustments by the same percentage, and on the same dates, as salary range adjustments received by the SCXEA classifications. In addition, a salary compaction review will be performed to ensure the City maintains minimum spreads between SCXEA classifications and higher-level unrepresented classifications. Any needed range adjustments will take place as soon as practicable following implementation of SCXEA range increases and after the City Council approves the rates (salary

schedule) for the unrepresented classifications at a public meeting pursuant to the California Code of Regulations § 570.5.

No department head or classification above department head shall be considered similar or equivalent to any SCXEA classification.

The City retains sole discretion to determine which job classifications represented by SCXEA are similar or equivalent to any unrepresented classification.

8.8 ONE-TIME LUMP SUM PAYMENT

Within forty-five (45) calendar days after adoption of this Resolution by the City Council, the City will provide a one-time lump sum payment of five hundred dollars (\$500), less normal and customary payroll deductions, to all employees covered by this Resolution, except Department Directors and Assistant City Managers. Only employees who are on the payroll and employed in a classification covered by this Resolution on the pay period end date for which the payment is processed shall be eligible for the One-Time Lump Sum Payment.

City of
SACRAMENTO

**Personnel Resolution Covering
Compensation for Council Appointed Officers**

May 5, 2026

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ARTICLE 1 – GENERAL PROVISIONS

1.1 APPLICABILITY

- a. The terms of this Resolution shall apply to Charter Officers and the Director of Public Safety Accountability unless superseded by an employment contract approved by the City Council. This Resolution does not apply to any employee appointed as a retired annuitant.
- b. The term “compensation” as used in this Resolution shall refer to and include all forms of compensation including, but not limited to, salaries, retirement benefits, City provided health and welfare insurance, and fringe benefits.
- c. The term “Employee” as used in this Resolution shall refer to the Charter Officers and the Director of Public Safety Accountability.
- d. The term “Charter Officer” as used in this Resolution shall refer to the City Attorney, City Auditor, City Clerk, City Manager, and City Treasurer.

1.2 TYPE OF APPOINTMENTS

Nothing in this Resolution shall create an express or implied covenant or contract or create a property right or tenure for any employee covered by this Resolution. All employees covered by this Resolution serve at the pleasure of the Mayor and Council. Consequently, just cause need not be established to impose discipline, and employees covered by this resolution have no rights to appeal the imposition of discipline.

1.3 CITY SERVICE

City service for purposes of calculating benefits and leave accruals shall be calculated using each employee’s cumulative career employment with the City. For career part-time employees, City service shall be prorated. The use of prior employment for calculating the City service for rehired employees shall not create a right to retroactive benefits.

1.4 HOURS OF EMPLOYMENT

- a. The pay period for employees shall begin at 12:01 a.m. Saturday and end at 12:00 midnight the following Friday.
- b. Each of the employees is exempt from the overtime provisions of FLSA and are expected to work any amount of time required to perform the duties of their positions.

ARTICLE 2 – FRINGE BENEFIT PLAN/HEALTH AND WELFARE

2.1 HEALTH AND WELFARE CONTRIBUTION (CITY CONTRIBUTION)

- a. The City shall administer a Cafeteria Plan (Plan) for employees consistent with Section 125 of the Internal Revenue Code. The details of Plan eligibility and operations requirements are set forth in the Plan documents. The City shall make contributions as defined in this § 2.1 to each employee who participates in a City-sponsored health plan. One-half (1/2) of the City contribution will be made to employees on each of the first two (2) paychecks in each month.
- b. For Plan Years Prior to the Effective Date of Subsection (2), the City contributions shall be as follows:
 - (1) Employee Only

The City contribution for an employee enrolled in a City-sponsored medical plan for employee only shall be up to a maximum of nine hundred seventy-one dollars (\$971) per month.
 - (2) Employee Plus One (1) Dependent

The City contribution for an employee enrolled in a City-sponsored medical plan for employee plus one (1) dependent shall be one thousand five hundred forty-five dollars (\$1,545) per month.
 - (3) Employee Plus Two (2) or More Dependents

The City contribution for an employee enrolled in a City-sponsored medical plan for employee plus two (2) or more dependents shall be two thousand fifty-one dollars (\$2,051) per month.
- c. Effective May 16, 2026, with the increased contribution first appearing on the paycheck issued for June 09, 2026, for plan year 2026, for plan year 2026, the contribution shall be as follows:
 - (1) For full-time employees enrolled in a City-sponsored medical plan for employee only, the City contribution shall be one thousand fifty-one dollars (\$1,051) per month.
 - (2) For full-time employees enrolled in a City-sponsored medical plan for employee plus one (1) dependent, the City contribution shall be one thousand six hundred seventy-four (\$1,674) per month.
 - (3) For full-time employees enrolled in a City-sponsored medical plan for employee plus two (2) or more dependents, the City

contribution shall be two thousand two hundred thirty dollars (\$2,230) per month.

- d. Effective the first benefits eligible paycheck of 2027 for plan year 2027, the City shall contribute fifty percent (50%) of the first one hundred dollars (\$100) of premium increases, up to a total City dollar maximum contribution of fifty dollars (\$50) per month toward the cumulative total increase in premiums from plan year 2026 to plan year 2027, of the benchmarked twenty-five dollar (\$25) Kaiser HMO, Delta Dental PPO, and VSP basic vision plans. The employee shall be responsible for any premium increase(s) which exceeds this amount.
- e. Effective the first benefits eligible paycheck 2028 for plan year 2028, the City shall contribute fifty percent (50%) of the first one hundred dollars (\$100) of premium increases, up to a total City dollar maximum contribution of fifty dollars (\$50) per month toward the cumulative total increase in premiums, from plan year 2027 to plan year 2028, of the benchmarked twenty-five dollar (\$25.00) Kaiser HMO, Delta Dental PPO, and VSP basic vision plans. The employee shall be responsible for any premium increases(s) which exceeds this amount.
- f. For employees enrolled in an Account-Based Health Plan (ABHP), as defined by the City, the contributions shall be as specified above. To the extent that the premium for the ABHP is less than the monthly City contribution, any excess City contribution shall be credited to the employee's Health Savings Account (HSA), to the extent allowed by law.
- g. Employees not enrolled in a City-sponsored medical plan shall receive a City contribution of up to \$747 seven hundred forty-seven dollars per month to purchase City-sponsored dental and vision coverage.
- h. Employees who are eligible to receive the City contribution who do not provide proof of other group medical coverage or do not enroll in City medical coverage within thirty (30) calendar days of being eligible for the City's contribution shall be enrolled in the lowest cost ABHP medical plan for employee only coverage.
- i. Employees shall not receive any unused portion of the City contribution as cash.
- j. In addition to the City contribution received above, the Charter Officers shall receive three percent (3%) of base salary to apply to optional benefits.
- k. Changes to the City's healthcare contribution levels as provided in this Section, including the adjustments effective for plan year 2026, shall not create or entitle employees to a special open enrollment period. Open enrollment opportunities shall occur only as provided on the City's normal

annual benefits cycle or as otherwise required by law.

2.2 COVERED DEPENDENTS

- l. Funds used to pay the health insurance premium cost for a domestic partner and/or a domestic partner's dependent children shall be in accordance with Federal and State tax laws.
- m. An employee who has a domestic partner and is registered with the Secretary of State of the State of California may cover the domestic partner and/or the domestic partner's children, under the employee's City-sponsored medical, dental, or vision plan. Employees with registered State of California domestic partners shall receive the City contributions as specified in Section 2.1.
- n. The following eligible dependents qualify to be enrolled on a City medical, dental, or vision plan: lawfully married spouse or registered domestic partner; children up to age twenty-six (26) who are an employee's natural child, stepchild, adopted child, or the natural or adopted child of an employee's spouse or registered domestic partner; children up to age twenty-six (26) who are placed under the legal guardianship of an employee, the employee's spouse, or employee's registered domestic partner; children up to the age of twenty-six (26) in which the City has received notice of a Qualified Domestic Relations Order of required coverage; and disabled unmarried children over the age of twenty-six (26) who reside with the employee. The definition of dependent child for purposes of medical insurance shall also be in accordance with the [Patient Protection and Affordable Care Act](#).
- o. An employee covered as a dependent of another City employee may not enroll in a City medical plan but may enroll in a City dental or vision plan.

2.3 LIFE INSURANCE

- a. City-paid basic life insurance shall be:

<u>Group</u>	<u>Amount</u>
Director of Public Safety Accountability	\$50,000
City Attorney, City Auditor, City Clerk and City Treasurer	\$100,000
City Manager	\$150,000

b. Optional Employee-Paid Insurance:

Employees may purchase, at their expense, City-sponsored supplemental life insurance subject to limitations specified by the insurance carrier.

2.4 LONG TERM DISABILITY

Employees shall receive City-paid long-term disability insurance.

2.5 FLEXIBLE SPENDING ACCOUNTS

The City offers a Flexible Spending Account program to employees as permitted by Internal Revenue Code and associated Regulations.

2.6 DEFERRED COMPENSATION PLAN

Employees may participate in the City's Deferred Compensation 457(b) Plan to the extent allowed by law and the Plan documents.

Each participant in the Plan shall contribute one dollar and fifty cents (\$1.50) per month from their Plan balance to the Plan's administrative allowance account.

2.7 SECTION 401(A) MONEY PURCHASE PLAN

Employees must participate in the City's 401 (a) Money Purchase Plan to the extent allowed by law and the 401 (a) Plan documents. The City's established Internal Revenue Code Section 401(a) Plan contributions are as follows:

- a. For employees the City shall contribute four percent (4%) of salary and the employee shall contribute five percent (5%) of salary.
- b. The 401(a) Plan shall conform to all IRC requirements. Vesting of City funds occurs with enrollment consistent with the Internal Revenue Code, and the 401(a) plan documents.

2.8 LONGEVITY PAY (CITY CHARTER)

Employee eligibility for longevity pay shall be determined as provided under [Section 108 of the City Charter](#). The amount to be paid annually on the second check in July after twenty (20) years of City service shall be one hundred dollars (\$100), and after twenty-five (25) years of City service, an additional two hundred dollars (\$200), for a total of three hundred dollars (\$300). Longevity pay is provided for in the City Charter and not through this Resolution. In the event changes are made to the City Charter, those changes shall supersede the provisions of this Resolution.

Longevity Pay as provided in this Section shall be reported to CalPERS in a manner consistent with CalPERS rules for reporting special compensation.

2.9 LONGEVITY PAY (APPOINTED OFFICER RESOLUTION)

Employees who have completed seventeen (17) years of City service shall receive longevity pay in the amount of three percent (3%) of their base rate of pay.

Longevity pay shall be additive and shall not be compounded with any other type of pay or incentive. For purposes of determining employee eligibility for longevity pay, as provided in this Section, years of service shall be determined by an employee's City Service Seniority as defined in Section 1.3, City Service.

ARTICLE 3 – RETIREMENT

3.1 RETIREES OR SURVIVOR DEPENDENTS

Eligible City retirees or eligible survivor dependents shall receive City retiree insurance contributions for medical, dental, and vision insurance benefits from the City as follows:

- a. The maximum City contribution towards the purchase of medical, dental, or vision insurance for retirees is up to three hundred dollars (\$300) per month for the retiree. A retiree with one (1) or more dependent(s) enrolled on the retiree's medical plan shall receive up to an additional sixty-five dollars (\$65) per month, for a total maximum monthly City contribution up to three hundred and sixty-five dollars (\$365). Retirees shall not receive any unused portion of the City contribution as cash.
- b. Retiree Insurance Contributions for Employees Retiring on or after July 1, 1992
 - (1) Employees retiring with thirty (30) or more years of City service shall be eligible for up to the City's maximum retiree health insurance contribution identified in subsection 4.1(a) above on the date of retirement without regard to age.
 - (2) Employees retiring with a minimum of twenty (20) full years of City service but less than thirty (30) full years of City service who are at least fifty (50) years of age shall receive up to one hundred percent (100%) of the City's maximum retiree insurance contribution identified in subsection 4.1(a) above.
 - (3) Employees retiring with a minimum of fifteen (15) full years of City service but less than twenty (20) full years of City service who are at least fifty (50) years of age shall receive up to seventy-five percent (75%) of the City's maximum retiree insurance contribution identified in subsection 4.1(a) above.

- (4) Employees retiring with a minimum of ten (10) full years of City service but less than fifteen (15) full years of City service who are at least fifty (50) years of age shall receive up to fifty percent (50%) of the City's maximum retiree insurance contribution identified in subsection 4.1(a) above.
- (5) There shall be no City retiree insurance contribution for retirees with less than ten (10) full years of City service.
- (6) An employee who does not retire from the Sacramento City Employee Retirement System or CalPERS within one-hundred twenty (120) days from the date of separation from City service shall not be eligible for the City's retiree insurance contribution and may not enroll in a City medical, dental, or vision plan.

c. Pre-Medicare Retirees

Pre-Medicare retirees who are not eligible for Medicare benefits may elect to participate in a City-sponsored medical plan or purchase a non-City medical plan. A retiree who elects to purchase a medical plan not sponsored by the City shall only be eligible to enroll in a City medical plan if the retiree enrolls with an effective date of coverage which is within two (2) years from the date their prior City medical coverage terminated.

d. Medicare Retirees

In order for Medicare eligible retirees to maintain eligibility for the City retiree health insurance contribution, each eligible retiree and eligible dependents must enroll in Medicare Parts A and B upon being eligible for such benefits. Medicare retirees may elect to participate in a City-sponsored Medicare medical plan or purchase an individual Medicare plan.

Medicare retirees who have enrolled in Parts A and B after becoming eligible for such benefits may elect to participate in a City-sponsored Medicare plan without restriction to the amount of time that the retiree has waived a City-sponsored medical plan. Medicare retirees may only enroll eligible dependents on their City-sponsored Medicare medical plan, if the eligible dependents have enrolled in Parts A and B. Non-Medicare dependents may be enrolled as long as the retiree has been enrolled on a City non-Medicare plan within two (2) years of the effective date of coverage for enrollment of the non-Medicare dependent.

Medicare retirees who are eligible for Medicare Parts A and B who elect to purchase an individual medical plan shall only be reimbursed the cost of the individual premium associated with a Medicare Advantage, Medicare Supplemental, and/or Medicare Prescription Drug plan up to the City contribution identified in subsection 3.1(a), above.

e. Retiree Insurance Contribution Exclusion

Retirees who participate in another group medical plan as an employee or dependent spouse shall not be eligible for the City contribution identified in subsection 3.1(a) above.

f. Industrial Disability or Death in Line of Duty Survivors

Retirees who receive industrial disability pensions or death in-line-of-duty survivor benefits will be eligible for up to one hundred percent (100%) of the City's applicable maximum retiree insurance contribution regardless of years of service.

g. Survivor Dependents Benefits

Survivor dependents of eligible retirees shall be entitled to continue receiving the retiree insurance contribution. The benefit to survivor dependents shall be calculated as provided in subsection 3.1(b).

h. Limitation Clause

No employee or retiree shall have any rights provided by this Section 3.1 after September 15, 2028.

i. Elimination of Retirees or Survivor Dependents Benefits

No employee hired, reemployed, or rehired on or after July 20, 2012, shall be eligible for any benefits provided by this Section 3.1.

3.2 PERS RETIREMENT PLAN AND CONTRIBUTION

a. Member Contribution to PERS Retirement Plan – Classic Members

Employees shall pay eight percent (8%) of salary to the PERS retirement plan. The PERS contract has been amended to reflect a cost-share agreement in which miscellaneous members shall, from the date of amendment, pay a seven percent (7%) employee contribution and one percent (1%) of the employer contribution through PERS cost-share so that all 8% will be credited to the employee's account.

b. Member Contribution to PERS Retirement Plan – New Members

Employees hired after December 31, 2012, shall be members in the PERS on terms consistent with Public Employees' Pension Reform Act (PEPRA). New members in miscellaneous classifications shall qualify for the 2% at 62 benefit formula, shall contribute 50% of the total normal cost of the PERS retirement plan, and retirement shall be based upon the highest thirty-six (36) consecutive months of compensation.

ARTICLE 4 – SALARIES AND EXPENSE ALLOWANCE

4.1 SALARIES

- a. The salaries for the Charter Officers and Director of Public Safety Accountability shall be modified only by City Council resolution.
- b. Individualized Salary Review and Determination

The salary for each Charter Officer and the Director of Public Safety Accountability shall be reviewed and considered independently and separately by the City Council. Any salary action shall be determined on an individual basis and shall not be joint, collective, interdependent, or contingent upon salary actions taken for any other position. Any salary adjustment shall be based on an individualized assessment of the specific position, including, but not limited to duties, responsibilities, performance considerations, and external market comparisons with similar positions in comparable agencies. Approval of a salary adjustment for one Council Appointed Officer shall not create an expectation, entitlement, precedent, or obligation to approve the same or any adjustment for any other Council Appointed Officer.

4.2 EXPENSE ALLOWANCE

The City will pay to the City Manager a sum of four hundred dollars (\$400) per month for City expenses for which no vouchers need be furnished. The City will pay to the City Attorney, City Auditor, City Clerk, and City Treasurer a sum of three hundred and fifty dollars (\$350) per month for City expenses for which no vouchers need be furnished.

ARTICLE 5 – LEAVES

5.1 ACCRUAL OF LEAVE HOURS OVER 24 PAY PERIODS

Unless provided otherwise in this Article, leave hours shall accrue over twenty-four (24) pay periods per year, during the first two (2) pay periods of each month.

5.2 VACATION

- a. Employees shall be entitled to vacation allowances pursuant to the provisions of [Section 107 of the City Charter](#). Based on length of City service, the accrual of annual vacation allowances shall be as follows:

<u>Length of Service</u>	<u>Annual Vacation Allowance</u>
1 to 5 years	10 days/80 hours
5 years and 1 day to 15 years	15 days/120 hours
more than 15 years	20 days/160 hours

- b. Vacation allowance administration shall be in accordance with the [Rules and Regulations of the Civil Service Board](#), unless an exception is authorized by the Mayor or the Mayor's designee under appropriate circumstances. Employees may accumulate a maximum of four hundred and eighty (480) vacation hours. Once the maximum is reached, there shall be no further vacation accrual until the balance falls below four hundred and eighty (480) hours.
- c. Employees who are eligible to receive a cash payment in-lieu of vacation leave, as provided for in [Article 8 Section 107\(d\) of the Sacramento City Charter](#), may make an irrevocable election to receive such payment by foregoing the same number of vacation hours in the calendar year following election. Notification of the election must be made to the Payroll Division, Department of Finance, in writing by November 30. The in-lieu payment will be made to the employee on the last paycheck in March of the calendar year following the election. If the employee electing the in-lieu payment separates from City employment for any purpose before receiving the in-lieu payment, the employee forfeits any right to receive the payment, but will instead have their vacation leave balances credited with the amount of hours that would have accrued from January 1 to the last day of employment.

5.3 HOLIDAYS

a. Recognized Holidays

Except as otherwise provided, the following shall be recognized holidays for eligible employees:

<u>Holiday</u>	<u>Date</u>
New Year's Day	January 1
Martin Luther King's Birthday	Third Monday in January
Washington's Birthday	Third Monday in February
Cesar Chavez's Birthday	March 31
Memorial Day	Last Monday in May
Juneteenth	June 19
Independence Day	July 4
Labor Day	First Monday in September
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November

Day after Thanksgiving	Friday after Thanksgiving
Christmas Eve (4 hours)	December 24
Christmas Day	December 25
New Year's Eve (4 hours)	December 31

b. Eligibility

- (1) To be eligible for holiday pay, the employee must be in a paid work status the scheduled workday before and after the recognized holiday. Any payable leave time, such as vacation, and sick shall be considered hours worked for the purpose of holiday pay eligibility.
- (2) A part-time employee, including an employee in a work-sharing program, and non-career (+1,040) employee shall receive the recognized holiday benefit based upon the number of hours the employee was paid in that workweek as follows:

Number of Recognized Holidays in the Workweek	Minimum Number of Paid Hours in the Workweek	
	<u>50% Benefit</u>	<u>100% Benefit</u>
0.5	18	28.8
1.0	16	25.6
1.5	14	22.4
2.0	12	19.2

An employee paid for less than the minimum number of hours required for the 50% benefit shall receive no recognized holiday benefit.

- (3) Non-career (-1,040) employees shall not receive recognized holiday benefits.

c. Holiday Observance

- (1) If a recognized holiday falls on a Saturday, the preceding Friday shall be considered the employee's holiday. If the recognized holiday falls on a Sunday, the following Monday shall be considered the employee's holiday.
- (2) If an employee's schedule differs from the traditional Monday-Friday workweek in which a recognized holiday falls, the actual dates as listed above shall be considered as the employee's holiday.

d. Floating Holidays

- (1) Accrual

- i. In addition to the recognized holidays specified above, except as provided below, employees shall receive the equivalent of two (2) floating holidays per fiscal year on an accrual basis as follows:
 1. Employees shall accrue sixteen (16) hours of floating holiday per calendar year at the rate of forty (40) minutes on each of the first two (2) paychecks each month, as long as the employee is in paid status forty (40) or more hours of salary on the paycheck that the accrual would occur.
 2. A part-time employee shall accrue floating holiday credit based on the number of hours for which the employee was paid in that bi-weekly pay period: 64 or more hours paid = 100% accrual [forty (40) minutes per each eligible paycheck]; 40-63.9 hours paid = 50% accrual [twenty (20) minutes per each eligible paycheck].

(2) Administration

An employee may carry-over from the preceding calendar year a maximum of eight (8) hours of floating holiday accrual. There shall be no cash out of floating holiday hours, either annually or upon separation.

5.4 MANAGEMENT LEAVE TIME

- a. Employees exempt from the overtime provisions of FLSA shall not accrue compensating time off or earn overtime pay for time worked in excess of eight (8) hours per day or forty (40) hours per week but shall be expected to devote as much time to their employment as may be necessary for the efficient operation of City government.
- b. Employees shall be credited with eighty (80) hours of management leave time each calendar year, with the time posted to each employee's leave balances the first pay period in January. Employees appointed after January 1 of a calendar year shall be entitled to a pro rata share of eighty (80) hours of management leave time based upon the number of full months remaining in that calendar year. Management leave time shall be useable upon being credited, subject to the approval of the immediate supervisor.

Employees who receive management leave time pursuant to this subparagraph shall have the option to receive a cash payment for up to forty (40) hours in lieu of the equivalent management leave accruals in the calendar year following the date the employee makes the election. The

following rules shall govern this optional payment:

- (1) Any employee exercising such option shall be required to sign an appropriate form requesting payment in lieu of up to forty (40) hours of management leave time which shall be submitted to Payroll no later than November 30.
 - (2) Any employee exercising the option to receive cash in lieu of management leave time shall have the commensurate leave value debited from their leave balances when the payout is processed.
 - (3) The employee shall receive the in-lieu payment on the first paycheck in February of the year following the date of the election.
 - (4) Payment for up to forty (40) hours shall be calculated using the employee's hourly rate of pay on the date that the in-lieu payment is made.
- c. Management leave time shall not accumulate from year to year, and any management leave time not used or cashed out pursuant to the terms of this Section shall be forfeited on December 31 of the calendar year in which it was credited.
 - d. There shall be no cash out of management leave time upon separation.
 - e. Part-time employees shall be credited with a prorated amount of management leave.

5.5 SICK LEAVE

a. Accrual and Usage

- (1) A full-time employee shall accrue sick leave credits at the rate of four (4) hours on each of the first two (2) paychecks each month, which may be used by the employee in the event of illness or injury which is not job-related. Part-time career and non-career employees earn sick leave on a pro-rata basis per the [Rules and Regulations of the Civil Service Board](#) and/or [California's Healthy Workplaces, Healthy Families Act of 2014](#).
- (2) Employees who have at least four hundred and eighty (480) hours of sick leave on the last day of the pay period ending on or before November 1 in any calendar year may make an irrevocable election to forego the accrual of not more than twenty-four (24) hours of sick leave during the following calendar year and receive instead a cash payment for the number of sick leave hours designated in the election.

- (3) Notification of the irrevocable election must be made in writing to the Payroll Division, Department of Finance, between November 1 and November 30. The payment will be made on the last paycheck in May of the calendar year following the irrevocable election. Payment shall be made at the hourly rate of pay the employee is receiving at the time the payment is made.
- (4) If the employee electing the payment is separated from City employment before receiving the payment, the employee forfeits any right to the payment, but will instead have their sick leave balances credited with the sick leave hours the employee would have accrued from the January 1 following the date of election to the last day of employment.

b. Sick Leave Cash Out

(1) PERS

- i. PERS members hired, reemployed, or rehired prior to January 1, 2005, with more than twenty (20) years of continuous City service, are eligible to cash out sick leave upon separation for reasons of retirement, resignation, layoff or death as follows:
 1. Eligible employees may receive a cash payment equal to thirty-three and one-third percent (33-1/3%) of the total sick leave credits accumulated (to the nearest full day) by the employee on the date of their retirement, resignation, or layoff.
 2. Eligible employees with an effective retirement date from PERS within one hundred twenty (120) calendar days of their separation from City service may also convert any or all of their total sick leave credits accrued, less any payment received pursuant to subparagraph 1, above, to PERS service credit as of the date of their retirement consistent with and pursuant to the PERS contract with the City, as amended.
 3. Individuals identified pursuant to [California Government Code § 53245](#) as being the person designated on the employee's "Designation of Person Authorized to Receive Warrants," or in the absence of an identified person pursuant to California Government Code § 53245, persons entitled by law to the possession of the estate of a deceased employee

who was eligible to cash out sick leave credits pursuant to subparagraph 1, above, may receive payment for thirty-three and one-third (33-1/3%) of the total sick leave credits accumulated (to the nearest full day) by the employee on the date of the employee's death.

- ii. Employees hired, reemployed, or rehired on or after January 1, 2005, shall not be eligible for cash out payment of any portion of accumulated sick leave credits.
- iii. PERS members may convert their sick leave balance to service credit pursuant to the PERS contract with the City upon separation of employment from the City for retirement, without regard to date of hire, reemployment, or rehire.
- iv. No employee whose services are terminated by reason of discharge for cause shall be eligible for payment of any portion of accumulated sick leave credits.

(2) SCERS

Upon retirement, SCERS members eligible to accumulate sick leave credits shall receive a cash payment representing the value of thirty-three and one-third percent (33-1/3%) of the sick leave credits (rounded to the nearest full day) accumulated to the date of retirement.

- c. Except as provided herein, no payments made or sick leave credits accumulated shall be construed or deemed to constitute retirement benefits payable to employees of the City.
- d. The [Rules and Regulations of the Civil Service Board](#) relating to the administration of sick leave privileges and benefits shall apply to all employees.

5.6 PARENTAL PAY

Pursuant to the City's [Leave Administration Policy](#), full-time employees who have completed at least three (3) years of full-time career City service from the most recent date of hire are eligible for parental pay of up to one hundred and sixty (160) hours of continuous time off. Part-time employees who have completed at least three (3) years of career City service from the most recent date of hire are eligible for parental pay of up to eighty (80) hours of continuous time off. Required career service must be completed preceding either:

- a. The birth of a child who resides with the employee and for whom the employee has physical and legal custody; or

- b. The adoption of a child under age four (4) who resides with the employee and for whom the employee has physical and legal custody.

5.7 INJURY-ON-DUTY

- a. Full-time career employees shall receive benefits for injuries suffered in the performance of their duties consistent with [§ 253 of the City Charter](#). In the event changes are made to the City Charter, those changes shall supersede the provisions of this Resolution. To the extent permitted by law, the City shall receive a credit for the benefits provided pursuant to Charter § 253 against future workers' compensation benefits.
- b. If the employee qualifies for temporary disability benefits after exhausting the one-year leave of absence for workplace injuries described in Charter § 253, the employee may use accrued leave balances to replace any loss of income. The employee may use full or partial days of leave pursuant to policy for this purpose, but in no event shall the cumulative amount received from temporary disability payments and the use of leave balances exceed the hourly rate of pay of the employee as of the date of injury.

5.8 COURT LEAVE

- a. When an employee is absent from work to testify in response to a properly served subpoena issued by a court of competent jurisdiction in a non-work-related matter to which the employee is not a party, to serve on a jury, or to report for jury duty examination, the employee shall be granted pay for those hours which the employee is absent for such reason. The City may require the employee to elect to be on telephone alert for jury duty and remain on the job until such time as called to testify or serve jury duty. When an employee is required to be on telephone alert, the employee will cooperate with the court or jury commissioner and the City will be responsible to ensure that the employee is available. Pay for work time lost shall be computed at the employee's regular rate of pay at the time of such absence.
- b. To receive pay for work time lost, an employee must provide the City with a statement signed by an official of the court certifying the employee's service as a witness or juror or appearance in court for such purposes, the date or dates of attendance, the time released from attendance and the compensation paid exclusive of any transportation and subsistence allowance.
- c. The City reserves the right to require the employee to reimburse the City for all witness fees or jury remuneration received, less transportation and subsistence allowance.
- d. When a non-career employee is regularly scheduled to work and is ordered to appear in court or report for jury duty, such employee shall be

entitled to court leave benefits in accordance with the above-stated procedure.

5.9 CATASTROPHIC LEAVE

Employees are entitled to catastrophic leave pursuant to, and consistent with, the City's [Leave Administration Policy](#).

5.10 BEREAVEMENT PAY

An employee may receive up to twenty-four (24) working hours of City bereavement pay for time taken off for the death of the employee's spouse, registered domestic partner, parent, sibling, child, grandchild, or grandparent. The employee may use sick leave as outlined in the [Rules and Regulations of the Civil Service Board](#) for additional time off or to attend to other death, bereavement, or funeral needs.

5.11 FAMILY AND MEDICAL LEAVE

Employees may be entitled to leave pursuant to the Family and Medical Leave Act (FMLA), the California Family Rights Act (CFRA), and/or Pregnancy Disability leave (PDL) consistent with the City's [Leave Administration Policy](#).

5.12 PERSONAL TIME OFF

- a. Full-time career employees who have completed ten (10) full years of City service shall be credited with twenty-four (24) hours of personal leave at the beginning of the first pay period in January of each year. Part-time career employees who have completed ten (10) full years of City service shall be credited with a prorated amount of time based on their regular schedule.
- b. Personal leave shall not accumulate from year to year and shall have no cash value. If an employee is unable to use all of the time by the end of the calendar year based on operational need, the Department may approve carry-over to the next year. In all other cases, the time shall be forfeited.
- c. Non-career employees are not eligible for personal leave benefits.

5.13 PAID CITY LEAVE (PCL)

- a. Employees who were both in an unrepresented classification in Units 20, 21, or 22, and on the payroll on April 9, 2022, were granted thirty-five (35) hours of Paid City Leave (PCL). Employees who were both in an unrepresented classification in Units 20, 21, or 22, and on the payroll on October 31, 2022, were granted thirty-five (35) hours of PCL. This PCL shall not expire and shall have no cash value except upon separation from

City service. Employees with a balance of the PCL upon separation shall receive a payment for the PCL balance at the straight time rate of pay they are receiving at the time of the payment, less ordinary payroll deductions.

- b. The total maximum number of PCL an employee may receive is seventy (70) hours. Employees who promote or transfer to a classification covered by the Unrepresented Resolution and who previously received PCL hours while employed in a represented classification covered by a memorandum of understanding (MOU) that provided PCL, may carry over the balance of their remaining PCL hours, if any. However, under no circumstance will any employee be provided more than a total of seventy (70) PCL hours.

ARTICLE 6 – REIMBURSEMENTS AND ALLOWANCES

6.1 TRANSPORTATION AND PARKING ALLOWANCES

- a. Reimbursement for Use of Privately-Owned Vehicles
 - (1) Employees shall receive \$500 per month for the use of privately-owned vehicles on City business or as compensation in lieu of the use of City vehicles on City business subject to the limits identified in this article.
 - (2) Employees shall receive City-provided parking.
 - (3) Employees receiving less than two hundred and fifty dollars (\$250) in monthly vehicle allowance may receive out-of-town mileage reimbursement. Reimbursement for out-of-town mileage shall be at the general mileage reimbursement rate (minus twenty-five (25) miles for individuals receiving a monthly vehicle allowance) or comparable coach airfare, whichever is lower. Employees receiving more than two hundred and fifty dollars (\$250) in monthly vehicle allowance are not eligible to receive any mileage reimbursement.
- b. Any automobile operated on City business by any employee receiving a monthly vehicle allowance shall be insured against liability in persons and property, including wrongful death, in an amount at least equal to \$100,000 per person, \$300,000 per accident, and property damage limits at least equal to \$50,000 (100/300/50).

6.2 TUITION REIMBURSEMENT

Employees will be reimbursed for the cost of tuition up to a maximum of one thousand and five hundred dollars (\$1,500) per calendar year, pursuant to the City's Employee Educational Assistance Program, as amended.

6.3 STATE OF CALIFORNIA BAR DUES

The actual cost of mandatory State Bar dues shall be paid by the City for the City Attorney.

6.4 CONTINUING EDUCATION

When the City requires that an employee maintain a license or certificate which mandates continuing education units (CEUs) to maintain the license or certificate, the employee is responsible for obtaining the CEUs. The City may provide the needed CEUs or reimburse the employee for the cost of such training.

6.5 BILINGUAL PAY

- a. The City may authorize bilingual pay when it is determined to be operationally necessary. The City shall determine what languages are appropriate for such pay and the number of employees to be certified. To be eligible for bilingual pay the employee must be determined to be verbally proficient and, if necessary for the assignment, proficient in the written language. The City will arrange the certification and testing process necessary to authorize the bilingual pay.
- b. Bilingual pay shall be paid at the rate of forty dollars (\$40) per month for any month in which the employee is certified. An employee who is receiving bilingual pay may be required to provide assistance to any City operations.

6.6 TECHNOLOGY ALLOWANCE

- a. Employees shall receive a monthly technology allowance of up to one hundred dollars (\$100).
- b. Upon approval of the technology allowance, the employee shall provide and maintain a personal cellular phone and service that is available to conduct City-related business. The employee shall provide, and the City may publish, the cellular phone number to designated individuals and organizations with whom the employee normally conducts City-related business.

ARTICLE 7 – MISCELLANEOUS

7.1 RESTRICTIONS UPON OFFICERS AND EMPLOYEES

- a. Consistent with Sacramento City Code 2.16.010, no employee shall be interested directly or indirectly in any contract or transaction with the City or with any department, board, officer or employee thereof, nor become surety for the performance of any contract made with or for the City upon bonds given to the City.

- b. No employee shall receive any commission, money or thing of value, or derive any profit, benefit or advantage, directly or indirectly, from or by reason of any dealings with or service for the City by the employee or others, except the lawful compensation paid to such employee.
- c. No employee shall hold status in more than one (1) classification, nor receive more than one (1) salary from the City for the same work or hours of work.

7.2 OFF-DUTY EMPLOYMENT OF EXEMPT EMPLOYEES

- a. Employees shall not engage in any other employment, work, profession, business, or enterprise that is inconsistent, incompatible, in conflict with or adversely affects the performance of their duties, or that is contrary to the most effective performance of the mission of City management or the best interests of the City.
- b. Employees shall not accept any off-duty employment without the express consent, in advance, of the Mayor and City Council.
- c. Employees shall submit annual requests for approval for off-duty employment at the beginning of each fiscal year.
- d. An employee shall not work:
 - (1) In any employment, which will tend to bring discredit upon City management, or which is detrimental to City goals, or which will reduce an individual's efficiency or usefulness as a City employee.
 - (2) In any employment requiring an affiliation, membership, or allegiance tending to influence conduct in a manner inconsistent with the proper discharge of responsibilities to the City or the public interest.
 - (3) In any employment for any other municipality or political subdivision of the state or federal government (except with the express written authorization of the Appointing Authority).
 - (4) In any off-duty position while on sick leave or injured-on-duty status.
- e. An employee may request authorization for off-duty employment by forwarding a letter of request to the Mayor and Council. The letter should provide details concerning the type of employment, expected duration of employment, and the employer's name. Consideration of a request for authorization of off-duty employment will need to be placed on a properly noticed meeting of the City Council. The request may not be considered in a closed session.

- f. The Mayor and City Council will notify the employee in writing of action taken on the request for off-duty employment. A copy of the letter will be retained in the employee's personnel file.
- g. Authorization for off-duty employment may be revoked at the discretion of the Mayor and City Council at any time.
- h. Part-time, seasonal, or limited-term employees are not subject to the restrictions of this Section.

7.3 PAYROLL ERRORS

- a. In the event an error has been made, including but not limited to the payment of an employee's salary, overtime payment or leave accruals, balances or usages, the City shall, for purposes of future compensation, adjust such compensation to the correct amount, and give written notice to the employee.
- b. In the event an employee received an overpayment, reimbursement to the City shall be mutually agreed to between the parties and shall be accomplished by:
 - (1) Lump sum payment by the employee;
 - (2) A one-time deduction from useable vacation, compensating time off (CTO), or holiday credit balances equivalent to the overpayment at the employee's current hourly rate;
 - (3) A repayment schedule through payroll deduction; and/or
 - (4) Other means, as may be mutually agreed between the parties.

No repayment schedule shall exceed fifty-two (52) pay periods in duration, except that if the employee does not agree to a voluntary repayment schedule, which leads to collection efforts or other legal remedies, the overpayment collection shall not exceed twenty-six (26) pay periods.

- c. No action shall be taken to enforce repayment of an overpayment, or to correct an underpayment, unless action is taken within two (2) years from the ending date of the pay period in which the error is discovered. "Action is taken" as used in this Section shall mean written notice to the employee in the case of an overpayment, or written or oral notice to the City in the case of an underpayment error.

7.4 RETIREE COURT APPEARANCE FEES

A retired City employee who is subpoenaed to appear in court on behalf of the City in their capacity as a former City employee shall receive a court appearance

fee if the employee reports at the time specified for their particular testimony regardless of whether the employee is ultimately required to testify. The court appearance fee shall be one hundred twenty-five dollars (\$125) for a full day or seventy-five dollars (\$75) for a half day, which is defined as four hours or less. Nothing herein shall serve to establish an employment relationship for any purpose, including, but not limited to, employee benefits, reimbursements, compensation, court cancellation fee, or any other rights.