

CITY OF YUBA CITY  
STAFF REPORT

**Date:** December 19, 2019  
**To:** Honorable Mayor and Members of the City Council  
**From:** Human Resources Department  
**Presentation By:** Natalie Springer, Human Resources Director

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**Summary**

**Subject:** Executive Service Contract Terms  
**Recommendation:** Adopt a Resolution authorizing the City Manager to amend the Executive Service Employment Agreements  
**Fiscal Impact:** There is no increase in the compensation of Executive Service Employees.

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**Purpose:**

To approve amendments to the Executive Services employee agreements to add new severance language.

**Background:**

The Executive Service employees are the positions of: 1) Police Chief, 2) Fire Chief, 3) Public Works Director, 4) Finance Director, 5) Community Services Director, 6) Development Services Director, 9) Assistant to the City Manager, 10) Human Resources Director. The Executive Service employees serve in "at will" positions, as the terms and conditions reflect. Executive Service employees have individual employment contracts; the current employment contract with Executive Service employees are from 2014. In the past, contract amendments have been utilized to reflect changing terms and conditions and the City Manager has executed amendments with the City Council approved terms.

**Analysis:**

The proposed language change for the Executive Service agreements is to modify the severance pay from three months to six months and eliminate the confusing severance language pertaining to CalPERS and benefits, some of which is not compliant with CalPERS restrictions. Also, it is recommended to increase the calendar year maximum to \$1,750 and for vision, the benefit maximum (as defined in the plan document) shall increase to \$600 every 24 months, effective January 1, 2020. At this time, there is no cost increase for the City to provide these enhanced benefits due to excess reserves in the dental/vision program. If approved, the City Manager would execute the new terms with the Executive Service employees.

**Fiscal Impact:**

There is no increase in the compensation or direct benefits to the Executive Service Employees.

**Alternatives:**

Do not approve Executive Service employee terms and conditions and provide staff direction.

**Recommendation:**

Adopt a resolution authorizing the City Manager to modify the severance language in the Executive Service Employment Agreements.

Attachments:

1. Executive Service Amendment Resolution

Prepared By:

*/s/ Natalie Springer*

Natalie Springer  
Human Resources Director

Submitted By:

*/s/ Michael Rock*

Michael Rock  
City Manager

Reviewed By:

Finance

City Attorney

RB

SLC by email

# ATTACHMENT 1

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY  
APPROVING THE EXECUTIVE SERVICE UPDATED CONTRACT TERMS  
JULY 1, 2019 – JUNE 30, 2020**

WHEREAS, Executive Service employees include the following positions: Police Chief, Fire Chief, Public Works Director, Finance Director, Community Services Director, Development Services Director, Assistant to the City Manager, and Human Resources Director; and

WHEREAS, the City recognizes the Executive Service employees commitment to the City and its citizens while providing outstanding and dedicated service to all; and

WHEREAS, Executive Service employees are “at will” employees and have individual employee contracts that reflect the terms of their employment; and

WHEREAS, the Executive Service’s amendments are in addition to their contract agreements and

WHEREAS, the Executive Service employees terms for severance shall be modified from three months to 6 months’ severance pay, and the previous severance language shall be eliminated (in particular as to language pertaining to CalPERS and benefits); and

WHEREAS, the Executive Service employees shall increase the calendar year maximum to \$1,750 and for vision, the benefit maximum (as defined in the plan document) shall increase to \$600 every 24 months, effective January 1, 2020.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Yuba City as follows:

- A. Authorize the City Manager to execute the modified severance language with Executive Service employees.

The foregoing Resolution of the City Council of the City of Yuba City was duly introduced, passed and adopted at a regular meeting thereof held on the 17<sup>th</sup> day of December 2019.

AYES:

NOES:

ABSENT:

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Shon Harris, Mayor

ATTEST:

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Patricia Buckland, City Clerk

Approved as to form:

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Stacey Sheston  
BB&K, Special Counsel