

CITY OF YUBA CITY
STAFF REPORT

Date: July 5, 2022
To: Honorable Mayor & Members of the City Council
From: Human Resources Department
Presentation By: Natalie Springer, Human Resources Director

Summary

Subject: First Level Managers Memorandum of Understanding (MOU)

Recommendation: Adopt a Resolution:

- A. Approving a three-year Memorandum of Understanding with the First Level Managers group
- B. Authorizing the Finance Director to amend the salary schedule
- C. Approve supplemental appropriations as required to the impacted division in the affected funds: General, Water, and Wastewater
- D. Authorize the Finance Director to transfer funds from unallocated General Fund 301 in the amount of \$253,600.

Fiscal Impact: The proposed changes will result in a net increase in cost of \$508,900 for FY22/23.

Purpose:

To approve the First Level Managers' (FLM) two year Memorandum of Understanding (MOU).

Council's Strategic Goal:

This FLM MOU addresses the City Council's Strategic Goal of being business friendly and infrastructure.

Background:

The First Level Managers' current MOU expires June 30, 2022. This MOU included salary increases for Water Distribution Supervisor, Wastewater Collection Supervisor, and Laboratory Supervisor. It benchmarked the Communication Center Coordinator 15% above top step to the Public Safety Dispatcher; the Fleet Maintenance Supervisor 15% above top step of Mechanic, Lead; the Street Maintenance Supervisor, Park Maintenance Supervisor, and Facilities Maintenance Supervisor benchmarked to the Fleet Maintenance Supervisor. All represented FLMs received a \$4,000 signing bonus in the first full pay period in FY 21/22.

Analysis:

FLM have agreed to a three-year Memorandum of Understanding effective July 1, 2022 through June 30, 2025 that, among other terms and MOU edits:

1. Effective July 2, 2022, all classification will receive a cost of living increase of five percent (5%) salary increase;
2. Effective July 2, 2022 the below classifications will receive equity adjustments as follows:

<u>Classification</u>	<u>Increase</u>
Accountant II	5.25%
Administrative Analyst II	25.50%
Animal Shelter Supervisor	24.03%
Communication Coordinator	5.75%
Construction Inspector – Senior	23.13%
Crime Analyst	3.00%
Customer Service Manager	21.25%
Development Liaison	29.40%
Electrical/Instrumentation Supervisor	5.95%
Engineer – Civil Associate	18.00%
Environmental Compliance Coordinator	4.50%
Fleet Maintenance Supervisor	0.50%
Information Technology Analyst	16.75%
Information Technology Analyst – Senior	16.73%
Laboratory Supervisor	1.25%
Planner – Associate	23.00%
Plant Maintenance Supervisor	28.00%
Recreation Supervisor I	4.76%
Wastewater Collections Supervisor	1.75%
Wastewater Treatment Facility Chief Operator	17.50%
Wastewater Treatment Facility Supervisor	7.30%
Water Distribution Supervisor	4.50%
Water Treatment Facility Chief Operator	17.50%
Water Treatment Facility Supervisor	7.30%

These equity adjustments are cumulative and not compounded with the cost of living adjustments above.

3. Wage reopener to discuss the City's financial position no later than the end of May in 2023 and 2024 on the issue of wage, to determine if an agreement can be reached on wage increases only with any changes to be effective the first full pay period in July 2023 and 2024. If parties cannot agree on a wage increase during a reopener, there shall be no salary adjustment for that year.

The complete Memorandum of Understanding is attached.

Attachments:

1. Summary - FLM 7-5-2022
2. 7-5-22 First Level Manager MOU - Resolution v1
3. First Level Manager - MOU (Signed) 07.05.22
4. 7-02-2022 - FLM (revised 7.1.22)

Prepared By:
Natalie Springer
Human Resources Director

Submitted By:
Diana Langley
City Manager

ATTACHMENT 1

City of Yuba City
First Level Managers - July 5, 2022 Staff Report

	<i>On-going</i>	<i>One-time</i>	<i>Total</i>
FY 2022-23			
Salary increase - 5.0% COLA	\$ 508,900		508,900
Plus equity adjustments per the MOU to market & benchmarking			
Total Cost	\$ 508,900	\$ -	\$ 508,900
<i>General Fund</i>	<i>\$ 253,600</i>	<i>\$</i>	<i>253,600</i>
<i>Water</i>	<i>\$ 110,200</i>	<i>\$</i>	<i>110,200</i>
<i>Wastewater</i>	<i>\$ 120,800</i>	<i>\$</i>	<i>120,800</i>
<i>SASA</i>	<i>\$ 18,700</i>	<i>\$</i>	<i>18,700</i>
<i>VMF</i>	<i>\$ 5,600</i>	<i>\$</i>	<i>5,600</i>

ATTACHMENT 2

RESOLUTION NO. 20-

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY APPROVING
THE FIRST LEVEL MANAGERS' MEMORANDUM OF UNDERSTANDING
JULY 1, 2022 – JUNE 30, 2025**

WHEREAS, the City recognizes the First Level Managers commitment to the City and its citizens while providing outstanding and dedicated service to all and;

WHEREAS, City staff and the First Level Managers have negotiated a three year Memorandum of Understanding and;

WHEREAS, the City appreciates the efforts and energy the First Level Managers have put forth to negotiate this Memorandum of Understanding.

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

The attached Memorandum of Understanding is hereby approved effective July 2, 2022 with the following terms, among others:

1. Effective July 2, 2022, all classification will receive a cost of living increase of five percent (5%) salary increase;
2. Effective July 2, 2022 the below classifications will receive equity adjustments as follows:

<u>Classification</u>	<u>Increase</u>
Accountant II	05.25%
Administrative Analyst II	25.50%
Animal Shelter Supervisor	24.03%
Communication Coordinator	05.75%
Construction Inspector – Senior	23.13%
Crime Analyst	03.00%
Customer Service Manager	21.25%
Development Liaison	29.40%
Electrical/Instrumentation Supervisor	05.95%
Engineer – Civil Associate	18.00%
Environmental Compliance Coordinator	04.50%
Fleet Maintenance Supervisor	00.50%
Information Technology Analyst	16.75%
Information Technology Analyst – Senior	16.73%
Laboratory Supervisor	1.25%
Planner – Associate	23.00%
Plant Maintenance Supervisor	28.00%
Recreation Supervisor I	04.76%
Wastewater Collections Supervisor	01.75%
Wastewater Treatment Facility Chief Operator	17.50%
Wastewater Treatment Facility Supervisor	07.30%
Water Distribution Supervisor	04.50%
Water Treatment Facility Chief Operator	17.50%
Water Treatment Facility Supervisor	07.30%

These equity adjustments are cumulative and not compounded with the cost of living adjustments above.

3. Wage reopener to discuss the City's financial position no later than the end of May in 2023 and 2024 on the issue of wage, to determine if an agreement can be reached on wage increases only with any changes to be effective the first full pay period in July 2023 and 2024. If parties cannot agree on a wage increase during a reopener, there shall be no salary adjustment for that year.

The Director of Finance is hereby authorized to make the necessary salary schedule modifications, transfers, and appropriations to implement the provisions of this Resolution:

- 1) Approve supplemental appropriations as required to the impacted division in the affected funds: General, Water, and Wastewater
- 2) Authorize the Finance Director to transfer funds from unallocated General Fund 301 in the amount of \$253,600.

The forgoing 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 5th day of July 2022.

AYES:

NOES:

ABSENT:

ATTEST:

Dave Shaw, Mayor

Ciara Wakefield, Deputy City Clerk

Approved as to form:

Stacey Sheston
BB&K, Special Counsel

ATTACHMENT 3

MEMORANDUM OF UNDERSTANDING

Between
The City of Yuba City
And
The First Level Managers

July 1, 2022 through June 30, 2025

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PREAMBLE:

This agreement between the City of Yuba City (City) and the First Level Managers (FLM) has as its purpose the promotion of harmonious labor relations between the City and the FLM and the establishment of rates of pay, hours of work, and other conditions of employment. The City recognizes the First Level Managers as the exclusive representative for full-time and regular part-time employees in the classifications in Appendix "A" as amended.

ARTICLE 1 SALARY

1.1 Salary Increases

Effective July 2, 2022, all classifications will receive a cost of living increase of five percent (5.0%) salary increase.

1.2 Equity Adjustments

Effective July 2, 2022, the below classifications will receive equity adjustments as follows:

<u>Classification</u>	<u>Increase</u>
Accountant II	05.25%
Administrative Analyst II	25.50%
Animal Shelter Supervisor	24.03%
Communication Coordinator	05.75%
Construction Inspector – Senior	23.13%
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Water Distribution Supervisor	04.50%
Water Treatment Facility Chief Operator	17.50%
Water Treatment Facility Supervisor	07.30%

These equity adjustments are cumulative and not compounded with the cost of living adjustments above.

1.3 Wage Reopeners

The parties agree to a reopen to discuss the City's financial position no later than the end of May in 2023 and 2024 on the issue of wage, to determine if an agreement can be reached on wage increases only with any changes to be effective the first full pay period in July 2023 and 2024 respectively, unless agreed otherwise. If the parties cannot agree on a wage increase during a reopener, there shall be no salary adjustment for that year.

1.4 New 9-Step Salary Schedule

Employees hired in any FLM position after November 25, 2017, will be on the 9-step salary schedule, attached as Appendix "C". The 9-step salary schedule has both the first step and last step the same as the 5-step salary schedule. The 5-Step salary schedules is attached as Appendix "B".

1.5 Bilingual Pay

Employees who are proficient in speaking a foreign language shall receive an additional \$23.08 per work week. The second language must be one commonly spoken in the greater Yuba City area and thus of benefit to the City in providing services to the community residents. The method of certifying proficiency and the determination of which language will be covered under this program shall be determined by the City in consultation with First Level Managers.

1.6 Animal Services Standby Pay

When the Animal Services Manager is on vacation or off duty due to injury or illness:

- The Animal Services Supervisor shall maintain phone availability during the hours between 7:45 am and 6:45 pm, seven days each week, which correlates to the duty hours of the Animal Control Officers.
 - The Animal Services Supervisor shall be available only, to Animal Control Officers who are on probation. Animal Control Officers who have successfully passed probation are expected to work independently and make sound judgements relative to field calls and shelter operations in the absence of a supervisor.
 - Unless there is an extreme emergency, the stand-by call-out for the Animal Services Supervisor shall be for phone consultation to provide direction. Rarely, would the Animal Services Supervisor be required to respond to a location to give direction to Animal Control Officers, however, the possibility is that it could occur at some point. The Animal Services Supervisor is responsible for determining whether responding to a location is warranted. In some cases, the Animal Services Supervisor will receive direction from Animal Services Manager to report to a location.
- If the Animal Services Supervisor is required to stand-by during otherwise off-duty hours, stand-by pay shall be compensated at \$2.45 per hour.
- The Animal Services Manager and Animal Services Supervisor will alternate planned time off to ensure management staff is available for phone consultation by subordinate staff. No other staff member will fill in for management consultation in the absence of the Animal Services Manager or Animal Services Supervisor with the exception of the Executive Director.
- The Animal Services Supervisor will not be issued a take-home vehicle.
- The Animal Services Supervisor will utilize their Department issued cellphone as needed for any phone consultation work performed while on stand-by.

- The Animal Services Supervisor shall be compensated in the same manner as the stand-by Animal Control Officer. When responding to a stand-by phone consultation or call-out, the Animal Shelter Supervisor shall receive a minimum two (2) hours at time and one-half the employees' regular rate of pay. Multiple call-outs within a two (2) hour minimum period (starting from the time of the first call) are not separately compensable. If continuous work hours exceed the two (2) hour minimum, the actual time worked is paid at time and one - half the employees' regular pay. If responding to a location, callback pay is from portal to portal when calculating actual hours worked.
- When on stand-by, the Animal Services Supervisor must refrain from the use of alcohol, medication or substances that may interfere with their ability to effectively respond to any call for service. The Animal Services Supervisor must be available by phone and, if needed, be physically able to respond within 45 minutes to an incident location within Animal Control's jurisdiction.
- The Animal Services Supervisor shall maintain a current California Driver's License.

1.7 Communications Center Coordinator Education Pay

The Communications Center Coordinator shall receive education incentive pay. Incentive pays are not cumulative, meaning that an employee is eligible only for one incentive for each type of degree or certificate (i.e., if an employee has two Associate's degrees, the employee is eligible for an incentive of 2.5%; if an employee has an Associate's degree and a POST Public Safety Dispatch Intermediate, the employee is eligible for an incentive of 5.0%). The total for all the above incentives shall not exceed 7.5%.

The education incentive shall be paid as follows:

POST Public Safety Dispatch Intermediate	2.5%
POST Public Safety Dispatch Advance	2.5%
AA or AS degree	2.5%
BA or BS Degree	5.0%

1.8 Work Schedule

Assigned work schedule may be changed at sole discretion of the Department Head subject to written notice to the employee including the duration of work schedule no less than one (1) week prior to the implementation.

ARTICLE 2 PUBLIC EMPLOYEES' RETIREMENT SYSTEM

2.1 Retirement Terminology

Employees will receive retirement benefits from the California Public Employees' Retirement System (CalPERS).

The use of terms "classic member" and "new member" shall be as defined by CalPERS and the Public Employee Pension Reform Act of 2013 (PEPRA).

A new member is defined as:

- An individual who becomes a member of any public retirement system for the first time on or after January 1, 2013, and has no prior membership in any other public retirement system; or
- An individual who becomes a member of any public retirement system for the first time on or after January 1, 2013, and is not eligible for reciprocity with another public retirement system; or

- An individual who established prior membership in a retirement system and after a break in service of more than six months, returns to active membership in that system with a new employer.

2.2 Miscellaneous Member Retirement Formulas

- A. Employees hired before August 2, 1991, shall receive the 2.7% at 55 miscellaneous CalPERS formula with the one (1) year final average compensation period. The City shall pay 100% of the employee's contribution to CalPERS and report the employer payment of the member contributions to CalPERS as additional compensation for retirement purposes only. These members shall pay the eight percent (8%) of the employers' contribution via a CalPERS contract amendment on a pre-tax basis.
- B. Employees hired between August 1, 1991, and July 1, 2012, shall receive the 2.7% at 55 miscellaneous CalPERS formula with the three (3) year final average compensation period. The City shall pay 100% of the employee's contribution to CalPERS and report the employer payment of the member contributions to CalPERS as additional compensation for retirement purposes only. These members shall pay the eight percent (8%) of the employers' contribution via a CalPERS contract amendment on a pre-tax basis.
- C. Employees hired after June 30, 2012, who are not classified as a new member shall receive the 2% at 55 miscellaneous CalPERS formula with the three (3) year final average compensation period. The City shall pay 100% of the employee's contribution to CalPERS and report the employer payment of the member contributions to CalPERS as additional compensation for retirement purposes only. These members shall pay the seven percent (7%) of the employers' contribution via a CalPERS contract amendment on a pre-tax basis.
- D. Employees hired after December 31, 2012 who are classified as new member shall receive the 2% at 62 miscellaneous CalPERS formula with the three (3) year final average compensation period. These employees shall pay one half the total normal cost as determined annually by CalPERS on a pre-tax basis.
- E. All miscellaneous retirement formulas have the following optional CalPERS retirement benefits:
 - Non-Industrial Disability Improved
 - Optional Settlement 2
 - 1959 Survivor Benefit Level Indexed
 - Post-Retirement Death Benefits \$500 lump sum
 - Survivor Allowance (PRSA)
 - 3% Retirement COLA

ARTICLE 3 FLOATING HOLIDAYS

Employees will receive two (2) floating holidays per fiscal year which must be used during the fiscal year. These two (2) floating holidays have no cash value and may not be carried over to a subsequent fiscal year. If any employee in this unit does not use either or both of these floating holidays during the fiscal year when the holidays are provided, the employee forfeits the unused floating holiday(s). Scheduling/approval of use of the floating holidays must be in accordance with the requirements of Rule 2.08 in the Personnel/Rules and Regulations.

ARTICLE 4 BENEFITS

4.1 Health Plans

A. Employee Contributions:

Employee contributions are on a pre-tax basis.

B. Health Care Premium Cost:

The City shall pay 80% of the lowest cost health plan available to the majority of City employees.

C. Cash-in-lieu Payment:

Cash-in-Lieu payments are when an employee reduces the level of health care coverage rather than entire coverage shall be as follows:

- Employees, who reduce the level of health care coverage to which they are entitled, i.e. from full family coverage to employee plus one, or employee only coverage, or from employee plus one to employee only coverage, shall be entitled to a Cash-in-Lieu benefit. The Cash-in-Lieu benefit is based upon the lowest cost health plan available to the majority of City Employees.

The employee making the election covered above, shall receive the difference between the Cash-in-Lieu benefit to which they would have been entitled had they waived coverage at their present coverage level and Cash-in-Lieu benefit for the lower level elected.

- The Cash-in-Lieu of medical insurance bonus for employees electing to forego health insurance coverage will be based on the below percentages of the current lowest cost health plan available to the majority of City employees:

Employee only	25%
Employee plus one dependent	25%
Family coverage	30%

4.2 Dental and Vision Plans

The City pays 90% of the premium and employees pay 10% of the premium. Premiums will be based on periodic actuarial conducted by an outside consultant.

Effective January 1, 2020, for dental, the calendar year maximum shall increase to \$1,750 and for vision, the benefit maximum (as defined in the plan document) shall increase to \$600 every 24 months. The City may change the Dental and Vision Plan claims administrator at any time.

4.3 Life Insurance

Life insurance benefit amount of fifty thousand dollars (\$50,000) shall be maintained for First Level Managers.

4.4 Employee Assistance Program (EAP)

The EAP is an employee benefit that assists employees with personal problems and/or work-related problems that may impact their job performance, health, mental and emotional well-being. The EAP provides free and confidential assessments, short-term counseling, referrals, and follow-up services for employees and their household members. For details about the EAP program, please see the Human Resources Department.

4.5 Health Benefits Committee

The First Level Managers shall designate one (1) representative to the committee. The general purpose of the committee is to address benefit plan design and cost containment. The committee consists of members from each employee association and serves in an advisory capacity to management.

4.6 Short Term Disability

- A. Waiting Period: A 30-calendar day waiting period must pass before benefits are payable.
- B. Premium: The City shall set the Short Term Disability rates based on outside actuarial; no premium cap shall exist. The City agrees to discuss any changes to the premium with the First Level Manager representative prior to taking action.
- C. Benefit: The benefit shall be equal to 60% of earning at time of the disabling event; no dollar cap on the benefit shall exist.

4.7 Long Term Disability

The City provides a long-term disability program for employees.

4.8 Tuition Reimbursement

The tuition reimbursement is five thousand dollars (\$5,000) per fiscal year.

ARTICLE 5 DEFERRED COMPENSATION

Employees receive fifty dollars (\$50.00) a month paid into their deferred compensation account.

ARTICLE 6 CERTIFICATIONS

The City pays the costs associated with obtaining and maintaining special certificates or licenses that are required by the State of California, the City of Yuba City or any governmental agency to obtain and maintain as a condition of employment. (Note: if the certificate or license is required prior to employment, the City will only reimburse post-hire expenses.)

ARTICLE 7 DEPT. OF TRANSPORTATION COMMERCIAL DRIVERS TESTING

It is mutually agreed that the Addendum to Alcohol and Drug Abuse Policy implementing the Omnibus Transportation Employee Testing Act of 1991 (Exhibit A) shall remain in effect.

ARTICLE 8 COMMERCIAL DRIVERS LICENSE EXAMINATION

Physical examinations for employees who are required to maintain a Class A or B California driver's license as a job requirement shall have the expense paid by the City. Employees may elect to go to their own personal physician or to the medical center designated by the City. Employees electing to go to their own personal physician shall be reimbursed upon submission of an itemized receipt to the Human Resources Department. The maximum amount eligible for reimbursement is the amount the City has contracted for with the designated medical center.

ARTICLE 9 VACATION LEAVE

9.1 Vacation Accrual Rate

Employees will accrue vacation will be as follows:

<u>Years of Service</u>	<u>Bi-Weekly Rate</u>
0 – Completion of 4 years	4.0 hours
5 – Completion of 10 years	5.5 hours
11 – Completion of 15 years	6.5 hours
16 or more years	7.1 hours

9.2 Returning Former Employees

At the City Manager's discretion, employees who are returning, or who have returned, to City employment may be allowed to accrue vacation leave based upon the total years of service to the City or as otherwise agreed upon, under the following guidelines:

- A. They must have worked for the City at least five years previously;
- B. They must be hired into a First Level Management position upon return;
- C. The department head must make a written request to the City Manager and the City Manager must provide written instructions to Human Resources to take this action.

9.3 Vacation Accrual and Post-Separation Contributions of Accrued Leave Hours

With respect to accrued vacation leave hours (as well as other leave hours described below) that are on the books at the time of an employee's separation, the City will make mandatory contributions of such hours as follows:

Upon separation from employment, for retirement from City service or otherwise, 100% of eligible leave, including sick, vacation, administrative and comp time, (determined in accordance with City Rules and Regulations, applicable MOU and based upon length of service) shall be contributed on a mandatory basis for the benefit of the employee to the City's 457(b) plan by the City subject to the annual limitations on contributions to such plan, including catch up contribution limits if applicable. The eligible and remaining leave balance (determined in accordance with City Rules and Regulations, applicable MOU and based upon length of service) after the mandatory allocation to the 457(b) plan, shall be paid out to the employee in taxable compensation; provided that the total amount allocated to the 457(b) plan and paid as taxable compensation does not exceed the applicable limits as set forth in the MOU.

Example 1: An employee has 2500 hours of accrued sick leave and 300 hours of accrued vacation hours and is separating from service (whether to retire or otherwise). If the employee is subject to the 50% limit of total accrued sick leave based on their MOU and length of service, the employee would only have 1250 sick leave hours eligible for allocation. As such, only 1250 sick leave hours are considered eligible. The 1250 sick leave hours would be contributed to the City's 457(b) plan, subject to the applicable contribution limits, and any remaining hours would be paid out as taxable compensation. 100% of accrued vacation hours are eligible for allocation. As such, 300 hours would be contributed to the City's 457(b) plan, subject to the applicable contribution limits, and any remaining hours of the 1250 would be paid out as taxable compensation.

Example 2: An employee has 2500 hours of accrued sick leave and 300 hours of accrued vacation hours and is separating from service (whether to retire or otherwise). If the employee is subject to the 30% limit of total accrued sick leave based on their MOU and length of service, the employee would only have 750 sick leave hours eligible for allocation. As such, only 750 sick leave hours are considered "eligible". All 750 sick leave hours would be contributed to the City's 457(b) plan, subject to the applicable contribution limits, and any remaining hours would be paid out as taxable compensation. 100% of accrued vacation hours are eligible for allocation. As such, all 300 hours would be contributed to the City's 457(b) plan, subject to the applicable contribution limits, and any remaining hours would be paid out as taxable compensation. For clarification of a related note, the PERS Sick Leave Conversion is not available for the miscellaneous employees in this unit.

ARTICLE 10 CATASTROPHIC ILLNESS AND INJURY LEAVE DONATION PROGRAM

The Catastrophic Illness and Injury Leave Donation Program shall remain in effect (Exhibit B).

ARTICLE 11 ADMINISTRATIVE LEAVE

11.1 Exempt Classification

Employees, whose job classification is declared exempt from overtime under the FLSA guideline, shall receive 80 hours administrative leave with the first payroll period of each calendar year in lieu of compensatory time and overtime. Employees may use the leave subject to the approval of their department head, except that leave cannot be used prior to separation of employment in order to delay the separation date. New hires shall receive a pro-rated amount of administrative leave for their first year based upon the month of hire.

11.2 Maximum Cash Out

Employees who receive administrative leave can elect once a year to cash out a maximum of 40 hours that will be accrued the following year. By December 1 of each year, an employee may annually make an irrevocable advance election to cash out a maximum of 40 hours of administrative leave that will be accrued in the next calendar year. The election shall be made on the form provided by the City for this purpose. The hours selected for cash-out will be paid in the first non-payroll week of January of the following year. (For example, if an employee elects in December 2018 to cash-out forty (40) hours that will be earned in 2019, those hours will be paid in January 2020).

11.3 Maximum Carry Over

Employees shall be allowed to carry over unused administrative leave to the next calendar year, subject to a maximum carryover balance of eighty (80) hours.

11.4 Additional Allotment

At the discretion of the City Manager, an additional allotment of administrative leave not to exceed forty (40) hours per calendar year may be approved. Requests for additional leave allocation must be based on an excessive number of hours worked beyond normal management expectations during the calendar year to date of the request. Requests for additional leave must be resubmitted by the department head to the City Manager each year, if needed.

11.5 Separation of Employment

In the event of separation of employment, employees will be paid for unused administrative leave.

ARTICLE 12 COMPENSATORY TIME

12.1 Maximum Accumulation

Compensatory time for non-exempt employees may be accumulated to a maximum of eighty (80) hours.

12.2 Maximum Cash Out

Upon written request, employees who receive compensatory time can elect, once each year, to cash out a maximum of forty (40) hours of future compensatory time. By January 1 of each year, an employee may annually make an irrevocable advance election to cash out a maximum of forty (40) hours of compensatory time that will be accrued by November 30 of that calendar year. The election shall be made on the form provided by the City for this purpose. The hours selected for cash-out will be paid in the first non-payroll week in December. (For example, if an employee elects in January 2019 to cash-out 40 hours of CTO that will be accrued later that year, those hours will be paid in December 2019). An employee can only cash-out hours that are actually earned/accrued. For example, if a FLM elects, in January 2019, to cash-out forty (40) hours of CTO that will be earned before November 30, but only earns thirty-two (32) hours in CTO in that timeframe, then only thirty-two (32) hours will be paid out in December. Separate and apart from the employee's ability to make an irrevocable advance election, the City, at its option, may pay out up to forty (40) accrued hours of compensatory time at the end of each calendar year.

ARTICLE 13 COUNSELING MEMORANDUM

The attached policy on Counseling Memos (Exhibit C) shall remain in effect.

ARTICLE 14 INCENTIVES

14.1 Water Certificate Pay

The City's water distribution system is classified as a D4 system. Due to this D4 system classification, the Chief Operator is required to have a minimum of a D4 certificate, and shift operators are required to have a minimum of a D3 certificate. To meet the intent of this drinking water regulation, the City must have employees working in water distribution who possess water distribution certifications. Water Distribution Certificate pay is for employees who work with or have the potential to work with the City's water system, possess D-1 through D-4 certification, and is included in the employee's base hourly rate.

For this section, employees who are assigned to work in water distribution are referred to as "Water employees". employees who are not assigned to the area of water distribution are referred to as "Non-Water employees".

The chart below reflects how water distribution certificate pay is applied to Non-Water employees. Total amount of certification pay (when reduced to an hourly rate based on regularly scheduled hours) cannot under any circumstances exceed 10% of the employees' base hourly rate (this includes bilingual pay).

Non-Water (i.e. Maintenance Supervisor-Streets):	
If multiple certification, only receive \$50 per month (cap).	
\$50 per month (D-1)	
\$50 per month (non-	(D-2)
\$50 per month (non-	(D-3)
N/A	

Water Treatment FLMs who are required to have a treatment (T-1 through T-4) or distribution (D1 through D-4) certificate shall have the certification pay included in their hourly rate.

14.2 Callback and Stand-by Time

This section addresses the Public Works First Level Supervisor assigned to supervise the Water Distribution staff on stand-by for after hours and weekend/holidays for a seven-day period.

- A. There are two (2) types of stand-by time: General and Water Distribution. The General stand-by employee is responsible for any after hour's calls except for Water Distribution related calls. The Water Distribution First Level Supervisor stand-by employee is the designated Chief Operator for the water system and must respond to water distribution calls while on stand-by duty.
- B. Stand-by pay shall be \$2.45 per hour for all hours occurring between the end of the shift and the beginning of the next regular shift. A rotation stand-by list will be created and posted in January each year. Only the First Level Supervisor assigned to Water Distribution will be eligible for stand-by pay on an "as needed basis". On an "as needed basis" is dependent upon the number of qualified D-3 or D-4 certified maintenance workers in the stand-by rotation. If needed, the Water Distribution First Level Supervisor must work on stand-by for water calls until it is determined that sufficient maintenance workers staffing levels exist to respond to water stand-by calls.
- C. The Water Distribution First Level Supervisor is allowed to trade stand-by weeks or individual days to stand-by eligible maintenance workers with written notice to their supervisor for approval at least two (2) days in advance of their scheduled stand-by week. The Water Distribution First Level Supervisor is provided a designated take home vehicle for the purpose of responding to call-outs. Take home vehicles will not be driven for any purpose other than driving to and from service calls and traveling to and from work. Employees required to use their personal vehicle while on stand-by shall receive the current IRS mileage rate for personal vehicle mileage while responding to callouts. Personal vehicle usage must have pre-approval of insurance coverage in accordance with the City's policy. When the Water Distribution First Level Supervisor is called back to work he shall receive a minimum two (2) hours at time and one-half the employee's regular rate of pay. Multiple call-outs within a two (2) hour minimum period are not separately compensable. If continuous work hours exceed the two (2) hour minimum, the actual time worked is paid at time and one-half the employees' regular pay. The stand-by pay is from portal to portal or when call is received from dispatch until the employee has returned to their residence.

14.3 Personnel Eligibility for Water Distribution Stand-by

- A. The First Level Supervisor for Water Distribution stand by shall have a valid California Water Distribution D-4 or higher certification.
- B. The Water Distribution First Level Supervisor must have a minimum of a Class A California Driver's License.
- C. The Water Distribution First Level Supervisor must be within 45 minutes response time using an internet mapping site.
- D. The Water Distribution First Level Supervisor while on stand-by must remain physically able to respond within 45 minutes to the incident and refrain from the use of alcohol, medications or substances that may interfere with their ability to effectively respond to any call for service.

14.4 Assignment Period

A typical stand-by period shall be one week beginning on Thursday at conclusion of the workday and continuing to the following Thursday at conclusion of the workday.

14.5 Assignment Limits

The First Level Supervisor assigned to water distribution will be limited to two weeks stand-by at a time (in a row), however the First Level Supervisor may be required to work more than two weeks in a row should extenuating circumstances occur. In the event the Water Distribution on-call covers both General and Water Distribution shifts for on-call they will not collect any additional pay.

14.6 Exceptions

- A. The First Level Supervisor is responsible for finding qualified substitutes when necessary due to illness or a family emergency. When a substitute is found the stand-by employee must notify a supervisor and police dispatch.
- B. Stand-by is typically filled by a voluntary basis. In the event no employees volunteer to cover stand-by, the Department Director or designee will choose from the qualified personnel listing. The stand-by employee substituting for the First Level Supervisor is required to have a Water Distribution D-3 or D-4 Certification.

14.7 Shift Differential

A shift differential of five percent (5.0%) of employee's base pay shall be paid to those supervisors who are assigned to work an operator shift from 7:00 p.m. to 7:00 a.m. If a supervisor who is assigned to an operator shift elects to utilize vacation, sick leave, CTO or any other paid leave time (jury duty, military duty, etc.), then they shall not be paid shift differential while on such leave.

ARTICLE 15 TERM OF AGREEMENT

The term of this agreement shall be July 1, 2022 through June 30, 2025.

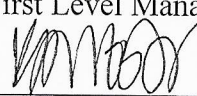
Date: _____

Date: 7/1/2022

City of Yuba City

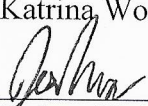
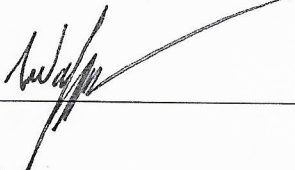
First Level Managers

Diana Langley, City Manager



Katrina Woods

Michael W. Jarvis, Liebert Cassidy Whitmore

Joshua Wolfe



Nathan McCready

Appendix A – Represented Classifications

The First Level Managers represents the following classifications:

- Accountant II
- Administrative Analyst II
- Animal Shelter Supervisor
- Communications Center Coordinator
- Construction Inspector – Senior
- Crime Analyst
- Customer Service Manager
- Development Liaison
- Electrical/Instrumentation Supervisor
- Engineer – Associate Civil
- Environmental Compliance Coordinator
- Facilities Maintenance Supervisor
- Fleet Maintenance Supervisor
- Information Technology Analyst
- Information Technology Analyst, Senior
- Laboratory Supervisor
- Maintenance Supervisor - Streets
- Park Maintenance Supervisor
- Planner – Associate
- Plant Maintenance Supervisor – Water
- Plant Maintenance Supervisor – Wastewater
- Recreation Supervisor I/II/II
- Wastewater Collections Supervisor
- Wastewater Treatment Facility Chief Operator
- Wastewater Treatment Facility Supervisor
- Water Distribution Supervisor
- Water Treatment Facility Chief Operator
- Water Treatment Facility Supervisor

Appendix B – 5 Step Salary Schedule
Effective July 2, 2022
Employees Hired Prior To November 25, 2017

JCN	Classification	Salary Steps				
		1	2	3	4	5
6069	Accountant II	\$ 6,300	\$ 6,615	\$ 6,946	\$ 7,293	\$ 7,658
6060	Administrative Analyst II	\$ 6,649	\$ 6,981	\$ 7,330	\$ 7,697	\$ 8,082
6015	Animal Shelter Supervisor	\$ 4,967	\$ 5,215	\$ 5,476	\$ 5,750	\$ 6,038
6035	Communications Center Coordinator	\$ 6,285	\$ 6,599	\$ 6,929	\$ 7,275	\$ 7,638
6090	Construction Inspector-Senior	\$ 6,609	\$ 6,939	\$ 7,286	\$ 7,650	\$ 8,033
6044	Crime Analyst	\$ 4,636	\$ 4,868	\$ 5,111	\$ 5,367	\$ 5,635
6063	Customer Service Manager	\$ 6,431	\$ 6,753	\$ 7,091	\$ 7,446	\$ 7,819
6215	Development Liaison	\$ 6,848	\$ 7,190	\$ 7,550	\$ 7,927	\$ 8,323
6220	Electrical/Instrumentation Supervisor	\$ 8,044	\$ 8,446	\$ 8,868	\$ 9,311	\$ 9,776
6120	Engineer - Associate Civil	\$ 8,010	\$ 8,410	\$ 8,831	\$ 9,273	\$ 9,737
6225	Environmental Compliance Coordinator	\$ 6,833	\$ 7,175	\$ 7,534	\$ 7,911	\$ 8,306
6042	Facilities Maintenance Supervisor	\$ 5,934	\$ 6,231	\$ 6,543	\$ 6,870	\$ 7,214
6050	Fleet Maintenance Supervisor	\$ 5,963	\$ 6,261	\$ 6,574	\$ 6,903	\$ 7,248
6064	Information Technology Analyst	\$ 7,044	\$ 7,396	\$ 7,766	\$ 8,154	\$ 8,561
6142	Senior Information Technology Analyst	\$ 7,748	\$ 8,135	\$ 8,542	\$ 8,969	\$ 9,417
6085	Laboratory Supervisor	\$ 6,957	\$ 7,305	\$ 7,670	\$ 8,053	\$ 8,455
6040	Maintenance Supervisor-Streets	\$ 5,934	\$ 6,231	\$ 6,543	\$ 6,870	\$ 7,214
6043	Parks Maintenance Supervisor	\$ 5,934	\$ 6,231	\$ 6,543	\$ 6,870	\$ 7,214
6061	Planner-Associate	\$ 6,522	\$ 6,848	\$ 7,190	\$ 7,550	\$ 7,927
6065	Plant Maintenance Supervisor	\$ 8,368	\$ 8,786	\$ 9,225	\$ 9,686	\$ 10,171
6030	Recreation Supervisor I	\$ 5,708	\$ 5,993	\$ 6,293	\$ 6,608	\$ 6,938
6045	Recreation Supervisor II	\$ 6,279	\$ 6,593	\$ 6,923	\$ 7,269	\$ 7,632
6046	Recreation Supervisor III	\$ 6,907	\$ 7,252	\$ 7,615	\$ 7,996	\$ 8,396
6210	Wastewater Collections Supervisor	\$ 6,715	\$ 7,051	\$ 7,404	\$ 7,774	\$ 8,163
6096	Wastewater Trt Facility Chief Operator	\$ 8,520	\$ 8,946	\$ 9,393	\$ 9,863	\$ 10,356
6111	Wastewater Trt Facility Supervisor	\$ 9,371	\$ 9,840	\$ 10,332	\$ 10,849	\$ 11,392
6041	Water Distribution Supervisor	\$ 7,615	\$ 7,996	\$ 8,396	\$ 8,816	\$ 9,257
6160	Water Treatment Facility Chief Operator	\$ 8,520	\$ 8,946	\$ 9,393	\$ 9,863	\$ 10,356
6110	Water Treatment Facility Supervisor	\$ 9,371	\$ 9,840	\$ 10,332	\$ 10,849	\$ 11,392

Appendix C – 9-Step Salary Schedule
Effective July 2, 2022
Employees Hired On Or After November 25, 2017

JCN	Classification	SALARY STEPS								
		1	2	3	4	5	6	7	8	9
6469	Accountant II	\$ 6,300	\$ 6,458	\$ 6,615	\$ 6,781	\$ 6,946	\$ 7,120	\$ 7,293	\$ 7,476	\$ 7,658
6460	Administrative Analyst II	\$ 6,649	\$ 6,815	\$ 6,981	\$ 7,156	\$ 7,330	\$ 7,514	\$ 7,697	\$ 7,889	\$ 8,082
6415	Animal Shelter Supervisor	\$ 4,967	\$ 5,091	\$ 5,215	\$ 5,346	\$ 5,476	\$ 5,613	\$ 5,750	\$ 5,894	\$ 6,038
6435	Communications Center Coordinator	\$ 6,285	\$ 6,442	\$ 6,599	\$ 6,764	\$ 6,929	\$ 7,102	\$ 7,275	\$ 7,457	\$ 7,638
6490	Construction Inspector-Senior	\$ 6,609	\$ 6,774	\$ 6,939	\$ 7,113	\$ 7,286	\$ 7,468	\$ 7,650	\$ 7,841	\$ 8,033
6444	Crime Analyst	\$ 4,636	\$ 4,752	\$ 4,868	\$ 4,990	\$ 5,111	\$ 5,239	\$ 5,367	\$ 5,501	\$ 5,635
6463	Customer Service Manager	\$ 6,431	\$ 6,592	\$ 6,753	\$ 6,922	\$ 7,091	\$ 7,269	\$ 7,446	\$ 7,632	\$ 7,819
6515	Development Liaison	\$ 6,848	\$ 7,019	\$ 7,190	\$ 7,370	\$ 7,550	\$ 7,739	\$ 7,927	\$ 8,125	\$ 8,323
6420	Electrical/Instrumentation Supervisor	\$ 8,044	\$ 8,245	\$ 8,446	\$ 8,657	\$ 8,868	\$ 9,090	\$ 9,311	\$ 9,544	\$ 9,776
6520	Engineer - Associate Civil	\$ 8,010	\$ 8,210	\$ 8,410	\$ 8,621	\$ 8,831	\$ 9,052	\$ 9,273	\$ 9,505	\$ 9,737
6425	Environmental Compliance Coordinator	\$ 6,833	\$ 7,004	\$ 7,175	\$ 7,355	\$ 7,534	\$ 7,723	\$ 7,911	\$ 8,109	\$ 8,306
6442	Facilities Maintenance Supervisor	\$ 5,934	\$ 6,083	\$ 6,231	\$ 6,387	\$ 6,543	\$ 6,707	\$ 6,870	\$ 7,042	\$ 7,214
6450	Fleet Maintenance Supervisor	\$ 5,963	\$ 6,112	\$ 6,261	\$ 6,418	\$ 6,574	\$ 6,739	\$ 6,903	\$ 7,075	\$ 7,248
6464	Information Technology Analyst	\$ 7,044	\$ 7,220	\$ 7,396	\$ 7,581	\$ 7,766	\$ 7,960	\$ 8,154	\$ 8,358	\$ 8,561
6542	Senior Information Technology Analyst	\$ 7,748	\$ 7,942	\$ 8,135	\$ 8,339	\$ 8,542	\$ 8,756	\$ 8,969	\$ 9,193	\$ 9,417
	Laboratory Supervisor	\$ 6,957	\$ 7,131	\$ 7,305	\$ 7,488	\$ 7,670	\$ 7,862	\$ 8,053	\$ 8,254	\$ 8,455
6440	Maintenance Supervisor-Streets	\$ 5,934	\$ 6,083	\$ 6,231	\$ 6,387	\$ 6,543	\$ 6,707	\$ 6,870	\$ 7,042	\$ 7,214
6443	Parks Maintenance Supervisor	\$ 5,934	\$ 6,083	\$ 6,231	\$ 6,387	\$ 6,543	\$ 6,707	\$ 6,870	\$ 7,042	\$ 7,214
6461	Planner-Associate	\$ 6,522	\$ 6,685	\$ 6,848	\$ 7,019	\$ 7,190	\$ 7,370	\$ 7,550	\$ 7,739	\$ 7,927
6465	Plant Maintenance Supervisor	\$ 8,368	\$ 8,577	\$ 8,786	\$ 9,006	\$ 9,225	\$ 9,456	\$ 9,686	\$ 9,928	\$ 10,171
6430	Recreation Supervisor I	\$ 5,708	\$ 5,851	\$ 5,993	\$ 6,143	\$ 6,293	\$ 6,451	\$ 6,608	\$ 6,773	\$ 6,938
6445	Recreation Supervisor II	\$ 6,279	\$ 6,436	\$ 6,593	\$ 6,758	\$ 6,923	\$ 7,096	\$ 7,269	\$ 7,451	\$ 7,632
6446	Recreation Supervisor III	\$ 6,907	\$ 7,080	\$ 7,252	\$ 7,434	\$ 7,615	\$ 7,806	\$ 7,996	\$ 8,196	\$ 8,396
6610	Wastewater Collections Supervisor	\$ 6,715	\$ 6,883	\$ 7,051	\$ 7,228	\$ 7,404	\$ 7,589	\$ 7,774	\$ 7,969	\$ 8,163
6496	Wastewater Trt Facility Chief Operator	\$ 8,520	\$ 8,733	\$ 8,946	\$ 9,170	\$ 9,393	\$ 9,628	\$ 9,863	\$ 10,109	\$ 10,356
6511	Wastewater Trt Facility Supervisor	\$ 9,371	\$ 9,606	\$ 9,840	\$ 10,086	\$ 10,332	\$ 10,591	\$ 10,849	\$ 11,120	\$ 11,392
6441	Water Distribution Supervisor	\$ 7,615	\$ 7,806	\$ 7,996	\$ 8,196	\$ 8,396	\$ 8,606	\$ 8,816	\$ 9,037	\$ 9,257
6560	Water Treatment Facility Chief Operator	\$ 8,520	\$ 8,733	\$ 8,946	\$ 9,170	\$ 9,393	\$ 9,628	\$ 9,863	\$ 10,109	\$ 10,356
6510	Water Treatment Facility Supervisor	\$ 9,371	\$ 9,606	\$ 9,840	\$ 10,086	\$ 10,332	\$ 10,591	\$ 10,849	\$ 11,120	\$ 11,392

ATTACHMENT 4

**CITY OF YUBA CITY
SALARY SCHEDULE AND GENERAL COMPENSATION PLAN
EFFECTIVE JULY 2, 2022**

First Level Management

JCN	CLASSIFICATION	Bargaining Group	SALARY STEPS					
			1	2	3	4	5	
6069	ACCOUNTANT II	FLM	6,300 36.35	6,615 38.16	6,946 40.07	7,293 42.08	7,658 44.18	Monthly Hourly
6060	ADMINISTRATIVE ANALYST II	FLM	6,649 38.36	6,981 40.28	7,330 42.29	7,697 44.41	8,082 46.63	Monthly Hourly
6015	ANIMAL SHELTER SUPERVISOR	FLM	4,967 28.66	5,215 30.09	5,476 31.59	5,750 33.17	6,038 34.83	Monthly Hourly
6035	COMMUNICATIONS CENTER COORDINATOR	FLM	6,285 36.26	6,599 38.07	6,929 39.98	7,275 41.97	7,638 44.07	Monthly Hourly
6090	CONSTRUCTION INSPECTOR-SENIOR	FLM	6,609 38.13	6,939 40.03	7,286 42.03	7,650 44.13	8,033 46.34	Monthly Hourly
6044	CRIME ANALYST	FLM	4,636 26.75	4,868 28.08	5,111 29.49	5,367 30.96	5,635 32.51	Monthly Hourly
6063	CUSTOMER SERVICE MANAGER	FLM	6,431 37.10	6,753 38.96	7,091 40.91	7,446 42.96	7,819 45.11	Monthly Hourly
6215	DEVELOPMENT LIAISON	FLM	6,848 39.51	7,190 41.48	7,550 43.56	7,927 45.73	8,323 48.02	Monthly Hourly
6220	ELECTRICAL/INSTRUMENTATION SUPERVISOR	FLM	8,044 46.41	8,446 48.73	8,868 51.16	9,311 53.72	9,776 56.40	Monthly Hourly
6120	ENGINEER - ASSOCIATE CIVIL	FLM	8,010 46.21	8,410 48.52	8,831 50.95	9,273 53.50	9,737 56.18	Monthly Hourly
6225	ENVIRONMENTAL COMPLIANCE COORDINATOR	FLM	6,833 39.42	7,175 41.39	7,534 43.47	7,911 45.64	8,306 47.92	Monthly Hourly
6042	FACILITIES MAINTENANCE SUPERVISOR	FLM	5,934 34.23	6,231 35.95	6,543 37.75	6,870 39.63	7,214 41.62	Monthly Hourly
6050	FLEET MAINTENANCE SUPERVISOR	FLM	5,963 34.40	6,261 36.12	6,574 37.93	6,903 39.83	7,248 41.82	Monthly Hourly
6064	INFORMATION TECHNOLOGY ANALYST	FLM	7,044 40.64	7,396 42.67	7,766 44.80	8,154 47.04	8,561 49.39	Monthly Hourly
6142	SENIOR INFORMATION TECHNOLOGY ANALYST	FLM	7,748 44.70	8,135 46.93	8,542 49.28	8,969 51.74	9,417 54.33	Monthly Hourly

**CITY OF YUBA CITY
SALARY SCHEDULE AND GENERAL COMPENSATION PLAN
EFFECTIVE JULY 2, 2022**

First Level Management

JCN	CLASSIFICATION	Bargaining Group	SALARY STEPS					
			1	2	3	4	5	
6085	LABORATORY SUPERVISOR	FLM	6,957 40.14	7,305 42.14	7,670 44.25	8,053 46.46	8,455 48.78	Monthly Hourly
6040	MAINTENANCE SUPERVISOR-STREETS	FLM	5,934 34.23	6,231 35.95	6,543 37.75	6,870 39.63	7,214 41.62	Monthly Hourly
6043	PARKS MAINTENANCE SUPERVISOR	FLM	5,934 34.23	6,231 35.95	6,543 37.75	6,870 39.63	7,214 41.62	Monthly Hourly
6061	PLANNER-ASSOCIATE	FLM	6,522 37.63	6,848 39.51	7,190 41.48	7,550 43.56	7,927 45.73	Monthly Hourly
6065	PLANT MAINTENANCE SUPERVISOR	FLM	8,368 48.28	8,786 50.69	9,225 53.22	9,686 55.88	10,171 58.68	Monthly Hourly
6030*	RECREATION SUPERVISOR I	FLM	5,708 32.93	5,993 34.58	6,293 36.31	6,608 38.12	6,938 40.03	Monthly Hourly
6045*	RECREATION SUPERVISOR II	FLM	6,279 36.23	6,593 38.04	6,923 39.94	7,269 41.94	7,632 44.03	Monthly Hourly
6046*	RECREATION SUPERVISOR III	FLM	6,907 39.85	7,252 41.84	7,615 43.93	7,996 46.13	8,396 48.44	Monthly Hourly
6210	WASTEWATER COLLECTIONS SUPERVISOR	FLM	6,715 38.74	7,051 40.68	7,404 42.72	7,774 44.85	8,163 47.09	Monthly Hourly
6096	WASTEWATER TRT FACILITY CHIEF OPERATOR	FLM	8,520 49.15	8,946 51.61	9,393 54.19	9,863 56.90	10,356 59.75	Monthly Hourly
6111	WASTEWATER TRT FACILITY SUPERVISOR	FLM	9,371 54.06	9,840 56.77	10,332 59.61	10,849 62.59	11,392 65.72	Monthly Hourly
6041	WATER DISTRIBUTION SUPERVISOR	FLM	7,615 43.93	7,996 46.13	8,396 48.44	8,816 50.86	9,257 53.41	Monthly Hourly
6160	WATER TREATMENT FACILITY CHIEF OPERATOR	FLM	8,520 49.15	8,946 51.61	9,393 54.19	9,863 56.90	10,356 59.75	Monthly Hourly
6110	WATER TREATMENT FACILITY SUPERVISOR	FLM	9,371 54.06	9,840 56.77	10,332 59.61	10,849 62.59	11,392 65.72	Monthly Hourly

**CITY OF YUBA CITY
SALARY SCHEDULE AND GENERAL COMPENSATION PLAN
EFFECTIVE JULY 2, 2022**

First Level Management

Pensionable Compensation for New Members (PEPRA)

A shift differential of 5% of base pay shall be paid to those supervisors who are assigned to work an operator shift from 7:00pm to 7:00am.

If a supervisor who is assigned to an operator shift elects to utilize vacation, sick leave, CTO or any other paid leave time, shall not be paid shift differential while on such leave.

Education Pay:

The Communications Center Coordinator (JCN 6035) shall receive education incentive pay.

Education Incentive pay shall be base pay cumulative but not compounded and shall have a 7.5% cap.

POST Public Safety Dispatch Intermediate	2.50%
POST Public Safety Dispatch Advance	2.50%
AA or AS degree	2.50%
BA or BS degree	5.00%

Non-Water FLM employees possessing a D-1, D-2 or D-3 certificate will receive an additional \$50, non cumulative (cap)

First Level Managers who are certified as bilingual will receive a bilingual pay incentive of \$100.00 per month:

+ Indicates classifications which are exempt from the Fair Labor Standards Act (FLSA).

**CITY OF YUBA CITY
SALARY SCHEDULE AND GENERAL COMPENSATION PLAN
EFFECTIVE JULY 2, 2022**

First Level Management			EFFECTIVE 11/25/17 - NEW HIRES ONLY										
JCN	CLASSIFICATION	Bargaining Group	SALARY STEPS										
			1	2	3	4	5	6	7	8	9		
6469	ACCOUNTANT II	FLM	6,300 36.35	6,458 37.26	6,615 38.16	6,781 39.12	6,946 40.07	7,120 41.08	7,293 42.08	7,476 43.13	7,658 44.18	Monthly Hourly	
6460	ADMINISTRATIVE ANALYST II	FLM	6,649 38.36	6,815 39.32	6,981 40.28	7,156 41.28	7,330 42.29	7,514 43.35	7,697 44.41	7,889 45.51	8,082 46.63	Monthly Hourly	
6415	ANIMAL SHELTER SUPERVISOR	FLM	4,967 28.66	5,091 29.37	5,215 30.09	5,346 30.84	5,476 31.59	5,613 32.38	5,750 33.17	5,894 34.00	6,038 34.83	Monthly Hourly	
6435	COMMUNICATIONS CENTER COORDINATOR	FLM	6,285 36.26	6,442 37.17	6,599 38.07	6,764 39.02	6,929 39.98	7,102 40.97	7,275 41.97	7,457 43.02	7,638 44.07	Monthly Hourly	
6490	CONSTRUCTION INSPECTOR-SENIOR	FLM	6,609 38.13	6,774 39.08	6,939 40.03	7,113 41.04	7,286 42.03	7,468 43.08	7,650 44.13	7,841 45.24	8,033 46.34	Monthly Hourly	
6444	CRIME ANALYST	FLM	4,636 26.75	4,752 27.42	4,868 28.08	4,990 28.79	5,111 29.49	5,239 30.23	5,367 30.96	5,501 31.74	5,635 32.51	Monthly Hourly	
6463	CUSTOMER SERVICE MANAGER	FLM	6,431 37.10	6,592 38.03	6,753 38.96	6,922 39.93	7,091 40.91	7,269 41.94	7,446 42.96	7,632 44.03	7,819 45.11	Monthly Hourly	
6515	DEVELOPMENT LIAISON	FLM	6,848 39.51	7,019 40.49	7,190 41.48	7,370 42.52	7,550 43.56	7,739 44.65	7,927 45.73	8,125 46.88	8,323 48.02	Monthly Hourly	
6420	ELECTRICAL/INSTRUMENTATION SUPERVISOR	FLM	8,044 46.41	8,245 47.57	8,446 48.73	8,657 49.94	8,868 51.16	9,090 52.44	9,311 53.72	9,544 55.06	9,776 56.40	Monthly Hourly	
6520	ENGINEER - ASSOCIATE CIVIL	FLM	8,010 46.21	8,210 47.37	8,410 48.52	8,621 49.74	8,831 50.95	9,052 52.22	9,273 53.50	9,505 54.84	9,737 56.18	Monthly Hourly	
6425	ENVIRONMENTAL COMPLIANCE COORDINATOR	FLM	6,833 39.42	7,004 40.41	7,175 41.39	7,355 42.43	7,534 43.47	7,723 44.56	7,911 45.64	8,109 46.78	8,306 47.92	Monthly Hourly	
6442	FACILITIES MAINTENANCE SUPERVISOR	FLM	5,934 34.23	6,083 35.09	6,231 35.95	6,387 36.85	6,543 37.75	6,707 38.69	6,870 39.63	7,042 40.63	7,214 41.62	Monthly Hourly	
6450	FLEET MAINTENANCE SUPERVISOR	FLM	5,963 34.40	6,112 35.26	6,261 36.12	6,418 37.03	6,574 37.93	6,739 38.88	6,903 39.83	7,075 40.82	7,248 41.82	Monthly Hourly	
6464*	INFORMATION TECHNOLOGY ANALYST	FLM	7,044 40.64	7,220 41.65	7,396 42.67	7,581 43.74	7,766 44.80	7,960 45.92	8,154 47.04	8,358 48.22	8,561 49.39	Monthly Hourly	

**CITY OF YUBA CITY
SALARY SCHEDULE AND GENERAL COMPENSATION PLAN
EFFECTIVE JULY 2, 2022**

First Level Management			EFFECTIVE 11/25/17 - NEW HIRES ONLY									
JCN	CLASSIFICATION	Bargaining Group	SALARY STEPS									
			1	2	3	4	5	6	7	8	9	
6542	SENIOR INFORMATION TECHNOLOGY ANALYST	FLM	7,748 44.70	7,942 45.82	8,135 46.93	8,339 48.11	8,542 49.28	8,756 50.52	8,969 51.74	9,193 53.04	9,417 54.33	Monthly Hourly
6485	LABORATORY SUPERVISOR	FLM	6,957 40.14	7,131 41.14	7,305 42.14	7,488 43.20	7,670 44.25	7,862 45.36	8,053 46.46	8,254 47.62	8,455 48.78	Monthly Hourly
6440	MAINTENANCE SUPERVISOR-STREETS	FLM	5,934 34.23	6,083 35.09	6,231 35.95	6,387 36.85	6,543 37.75	6,707 38.69	6,870 39.63	7,042 40.63	7,214 41.62	Monthly Hourly
6443	PARKS MAINTENANCE SUPERVISOR	FLM	5,934 34.23	6,083 35.09	6,231 35.95	6,387 36.85	6,543 37.75	6,707 38.69	6,870 39.63	7,042 40.63	7,214 41.62	Monthly Hourly
6461	PLANNER-ASSOCIATE	FLM	6,522 37.63	6,685 38.57	6,848 39.51	7,019 40.49	7,190 41.48	7,370 42.52	7,550 43.56	7,739 44.65	7,927 45.73	Monthly Hourly
6465	PLANT MAINTENANCE SUPERVISOR	FLM	8,368 48.28	8,577 49.48	8,786 50.69	9,006 51.96	9,225 53.22	9,456 54.55	9,686 55.88	9,928 57.28	10,171 58.68	Monthly Hourly
6430	RECREATION SUPERVISOR I	FLM	5,708 32.93	5,851 33.76	5,993 34.58	6,143 35.44	6,293 36.31	6,451 37.22	6,608 38.12	6,773 39.08	6,938 40.03	Monthly Hourly
6445	RECREATION SUPERVISOR II	FLM	6,279 36.23	6,436 37.13	6,593 38.04	6,758 38.99	6,923 39.94	7,096 40.94	7,269 41.94	7,451 42.99	7,632 44.03	Monthly Hourly
6446	RECREATION SUPERVISOR III	FLM	6,907 39.85	7,080 40.85	7,252 41.84	7,434 42.89	7,615 43.93	7,806 45.03	7,996 46.13	8,196 47.28	8,396 48.44	Monthly Hourly
6610	WASTEWATER COLLECTIONS SUPERVISOR	FLM	6,715 38.74	6,883 39.71	7,051 40.68	7,228 41.70	7,404 42.72	7,589 43.78	7,774 44.85	7,969 45.98	8,163 47.09	Monthly Hourly
6496	WASTEWATER TRT FACILITY CHIEF OPERATOR	FLM	8,520 49.15	8,733 50.38	8,946 51.61	9,170 52.90	9,393 54.19	9,628 55.55	9,863 56.90	10,109 58.32	10,356 59.75	Monthly Hourly
6511	WASTEWATER TRT FACILITY SUPERVISOR	FLM	9,371 54.06	9,606 55.42	9,840 56.77	10,086 58.19	10,332 59.61	10,591 61.10	10,849 62.59	11,120 64.15	11,392 65.72	Monthly Hourly
6441	WATER DISTRIBUTION SUPERVISOR	FLM	7,615 43.93	7,806 45.03	7,996 46.13	8,196 47.28	8,396 48.44	8,606 49.65	8,816 50.86	9,037 52.14	9,257 53.41	Monthly Hourly
6560	WATER TREATMENT FACILITY CHIEF OPERATOR	FLM	8,520 49.15	8,733 50.38	8,946 51.61	9,170 52.90	9,393 54.19	9,628 55.55	9,863 56.90	10,109 58.32	10,356 59.75	Monthly Hourly
6510	WATER TREATMENT FACILITY SUPERVISOR	FLM	9,371 54.06	9,606 55.42	9,840 56.77	10,086 58.19	10,332 59.61	10,591 61.10	10,849 62.59	11,120 64.15	11,392 65.72	Monthly Hourly

**CITY OF YUBA CITY
SALARY SCHEDULE AND GENERAL COMPENSATION PLAN
EFFECTIVE JULY 2, 2022**

First Level Management

Pensionable Compensation for New Members (PEPRA)

A shift differential of 5% of base pay shall be paid to those supervisors who are assigned to work an operator shift from 7:00pm to 7:00am.
If a supervisor who is assigned to an operator shift elects to utilize vacation, sick leave, CTO or any other paid leave time, shall not be paid shift differential while on such leave.

Education Pay:

The Communications Center Coordinator (JCN 6035) shall receive education incentive pay.

POST Public Safety Dispatch Intermediate	2.50%
POST Public Safety Dispatch Advance	2.50%
AA or AS degree	2.50%
BA or BS degree	5.00%

Non-Water FLM employees possessing a D-1, D-2 or D-3 certificate will receive an additional \$50, non cumulative (cap)

First Level Managers who are certified as bilingual will receive a bilingual pay incentive of \$100.00 per month:

+ Indicates classifications which are exempt from the Fair Labor Standards Act (FLSA).