

**ADDENDUM TO
TERMS, CONDITIONS AND UNDERSTANDINGS OF COMPENSATION AND EMPLOYMENT FOR
MANAGEMENT/CONFIDENTIAL EMPLOYEES**

The City Council of the City of Roseville established the salary, benefits and other provisions related to the employment of the City's Management/Confidential employees. Whereas, the City Manager, and, where delegated, the Human Resources Director, are authorized to administer and manage the City workforce, personnel, and its personnel system, this administrative Addendum provides clarifying language as to the applicability and issuance of bilingual pay, longevity pay, and the annual service term bonus.

Based on a recent CalPERS inquiry, it was determined that revisions are needed in Management/Confidential Terms, Conditions and Understandings, Article I. Salaries and Article X. Service Term/Performance Bonus sections to ensure the special compensation reported for Classic and PEPRAs employees meets CalPERS requirements. CalPERS staff indicated the reported bilingual special compensation must be available to a group or class of employees. The reference to the bilingual pay being at the discretion of the department head is restrictive to the group or class interpretation. Further clarification is needed to distinguish the "longevity pay" that is reportable as special compensation to CalPERS from the annual lump sum service term performance bonus that is not reportable to CalPERS. While some of this language has been included in the Terms, Conditions and Understandings for Management/Confidential prior to 2000, CalPERS staff indicated compliance concerns with its recent interpretations. The special compensation reported for Classic and PEPRAs employees was reported in good faith and was subject to retirement contributions for Classic and PEPRAs employees. The application of these revisions do not add any costs to the City. The City does not want retirees to be harmed by this recent notification from CalPERS. The revisions in this addendum are for clarification purposes and intended to maintain the status quo for the benefits.

In the furtherance of effective personnel management and Council priorities, the following provisions (replacing only the corresponding language in the current Terms, Conditions, and Understandings, while all other terms not expressly clarified below, including un-modified subparts of the same Articles not included below, remain in full force and effect) are hereby shown by redline edits below to be clarified in the Management/Confidential Terms, Conditions and Understandings, **Article I. Salaries and Article X. Service Term/Performance Bonus:**

ARTICLE I. SALARIES

[...All provisions above item H are incorporated by this reference herein...]

- H. Bilingual Pay – If an employee is routinely and consistently assigned to communicate in a second language, as certified by the Human Resources Department as Spanish-speaking possessing the bilingual skills to perform this special assignment, the employee will be paid \$100.00 per month (\$46.15 bi-weekly). ~~At the discretion of the Department Head and upon certification by the Human Resources Department, employees may be compensated \$100.00 per month for other languages used during the course of employment. However, The~~ \$100 per month bilingual pay is the maximum amount an employee may receive no matter how many languages he/she is certified to speak. This special compensation shall be reported to CalPERS in accordance with C.C.R §§ 571 and 571.1, pursuant to the Public Employee Retirement Law (PERL) when an employee possesses and maintains skills, knowledge, abilities, and proficiency to perform the specialized requirements for which management has reviewed and approved all requirements are met.

~~I. A five percent (5%) differential will continue to be paid to management employees in engineering classifications (except Wastewater Utility Manager and Water Utility Manager who had their PE pay converted to salary in 2000) who possess a California Professional Engineer Certificate (PE) but whose position does not require such possession.~~

[. . Provisions J-K incorporated by this reference herein. . .]

L. The Assistant Fire Chief, Fire Division Chiefs and Battalion Chiefs will receive the following certification pay:

- a. Five percent (5%) of base pay bi-weekly for HazMat Technician or Specialist certification. HazMat certification must be maintained by attending the necessary trainings and proving competency through annual testing.
- b. Two and half percent (2.5%) of base pay bi-weekly for possessing the requisite certificates for departmental rescue certification (possessing RS1, RS2, Confined Space Rescue, and Trench rescue certification). Rescue certification must be maintained by attending the necessary trainings and proving competency through annual testing.
- c. This special compensation shall be reported to CalPERS in accordance with C.C.R §§ 571 and 571.1, pursuant to the Public Employee Retirement Law (PERL) when an employee possesses and maintains the required knowledge, abilities, and proficiency, for which management has reviewed and approved all requirements are met.

[. . Provisions M-S incorporated by this reference herein. . .]

ARTICLE X. LONGEVITY PAY / SERVICE TERM~~PERFORMANCE~~ LUMP SUM BONUS

A. ~~SERVICE TERM BONUS~~LONGEVITY

In recognition of the substantial contribution to the community made by employees as a result of the length of their City service, the City shall annually award, not compounded, each applicable employee, hired prior to January 1, 2016, longevity pay ~~a service term bonus~~ as indicated below, and shall be reported as special compensation to CalPERS in accordance with C.C.R §§ 571 and 571.1, pursuant to the Public Employee Retirement Law (PERL).

1. The City agrees to provide Confidential employees the following longevity pay~~service term bonus~~:

~~SERVICE~~LONGEVITY TERM

LONGEVITY PAY~~BONUS~~ AMOUNT

Beginning of the 10th year and
every year thereafter

2.5% of base salary

2. The City agrees to continue to provide Assistant Fire Chief, Fire Division Chief and Fire Battalion Chief the following longevity pay~~service term bonus~~:

~~SERVICE~~LONGEVITY TERM

LONGEVITY PAY~~BONUS~~ AMOUNT

Beginning of 10th year to completion of 14th year	2.5% of base salary
Beginning of 15th year to completion of 19th year	5.0% of base salary
Beginning of 20th year and every year thereafter	7.5% of base salary

3. The City agrees to provide Police Lieutenants and Captains the following longevity pay~~service-term bonus~~:

SERVICE <u>LONGEVITY</u> TERM	<u>LONGEVITY PAY</u> BONUS AMOUNT
Beginning of 10th year to completion of 14th year	2.5% of base salary
Beginning of 15th year to completion of 19th year and every year thereafter	5.0% of base salary

Such longevity~~service-term bonus~~ shall be included in each eligible employee's bi-weekly payroll.

B. SERVICE TERM LUMP SUM BONUS

Employees hired on or after January 1, 2016, who receive a satisfactory or above annual performance review shall be eligible for an annual lump sum performance bonus, not compounded, and not reported to CalPERS as special compensation in accordance with C.C.R §§ 571 and 571.1, pursuant to the Public Employee Retirement Law (PERL). The annual lump sum service term performance bonus shall be paid with the first full paycheck in January each year based upon the base salary paid during the first full pay period in the previous November of each year, as follows:

1. The City agrees to provide Confidential employees the following service term lump sum bonus:

SERVICE TERM	BONUS AMOUNT
Beginning of the 10th year to completion of the 14th year	2.5% of base salary
Beginning of the 15th year and every year thereafter	5.0% of base salary

2. The City agrees to continue to provide Assistant Fire Chief, Fire Division Chief and Fire Battalion Chief the following service term lump sum bonus:

SERVICE TERM	BONUS AMOUNT
Beginning of 10th year to completion of 14th year	2.5% of base salary

Beginning of 15th year to completion of 19th year	5.0% of base salary
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Beginning of 20th year and every year thereafter	7.5% of base salary
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3. The City agrees to provide Police Lieutenants and Police Captains the following service term lump sum bonus:

SERVICE TERM	BONUS AMOUNT
Beginning of 10th year to completion of 14th year	2.5% of base salary
Beginning of 15th year to completion of 19th year and every year thereafter	5.0% of base salary

~~The annual lump sum performance bonus shall be paid with the first full pay check in January each year based upon the base salary paid during the first full pay period in the previous November of each year.~~

4. Effective January 1, 2024, Confidential employees, hired prior to January 1, 2016, -who receive a satisfactory or above annual performance review shall be eligible for an annual service term lump sum ~~performance~~ bonus, as follows:

SERVICE TERM	<u>BONUS AMOUNT</u>
Beginning of 15th year and every year thereafter	2.5% of base salary

~~The annual lump sum performance bonus shall be paid with the first full pay check in January each year based upon the base salary paid during the first full pay period in the previous November of each year.~~

5. Effective January 1, 2024, Management employees, not including those specified in provision A. 2., A.3., B.2., and B.3. above, who receive a satisfactory or above annual performance review shall be eligible for an annual service term lump sum ~~performance~~ bonus, as follows:

SERVICE TERM	BONUS AMOUNT
Beginning of 10th year to completion of 14th year	2.5% of base salary
Beginning of 15th year to And every year thereafter	5.0% of base salary

~~For up to a total of 5%, the annual lump sum performance bonus shall be paid with the first full pay check in January each year based upon the base salary paid during the first full pay period in~~

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~~the previous November of each year.~~

E.C. Employees who promoted or changed status into Management or Confidential from another employee group and received longevity pay and/or service term lump sum bonus in their previous position in the prior calendar year, shall receive a prorated annual lump sum bonus from the date of the promotion/status change through the end of the year. For example, an employee who promoted in October, with five pay periods remaining in the calendar year, will receive a prorated lump sum bonus for the 5 remaining pay periods (approximately 19% of the annual amount).

F.D. Employee aggregate service is applied in accordance with Personnel Rule 3.11.090.

--end of clarifying language--

Except as provided in this Addendum, all wages, hours, and other terms and conditions of employment presently in the City's Terms, Conditions and Understandings of Compensation and Employment for Management/Confidential Employees remain in full force and effect.

THESE TERMS ARE SUBJECT TO APPROVAL OF THE CITY COUNCIL.

City of Roseville



Dominick Casey, City Manager

6.18.2026

Date