

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 during the period of January 1, 2024 through December 31, 2027. 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 updates to compensation for the classifications of Supervising Plan Examiner and Police Lieutenant and adds authority concerning assistant directors and chief operating officers, to support business operations and succession management.

Except as provided herein, all wages, hours, and other terms and conditions provided in the Terms, Conditions and Understandings of Compensation and Employment for Management/Confidential Employees, remain in full force and effect.

In the furtherance of effective personnel management and Council priorities, effective December 27, 2025, the following provisions have been amended and added in the Terms, Conditions and Understandings of Compensation and Employment for Management/Confidential Employees, with new language shown by redline edits in the following Articles:

ARTICLE I. SALARIES

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- 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. In addition, a five percent (5%) differential will be paid to the employee in the Supervising Plan Examiner classification, who possess a California Professional Engineer Certificate (PE).

~~H.J.~~ Fire Battalion Chiefs will earn time and one-half overtime when covering a shift assignment.

~~J.K.~~ The Assistant Fire Chief, Fire Division Chiefs and Fire Battalion Chiefs (8 hour shift only) when acting in the capacity of the Battalion Chief (24 hour), will be paid at the Battalion Chief (24 hour) time and one-half rate.

~~K.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.

~~L.M.~~ Police Lieutenants required to spend time as a peace officer or watch commander will be compensated at time-and-one-half rate for time spent in excess of their normal shift. The overtime rate is for SWAT, mandatory shift scheduling and additional watch commander shifts based on operational need where the employee is not serving in his/her regular management role.

N. Police Lieutenants regularly assigned to work the swing shift shall receive a shift differential of two and a half percent (2.5%) of base hourly rate for all hours worked and all hours of leave used.

~~M.O.~~ Assistant Fire Chief, Fire Division Chiefs and Battalion Chiefs working approved strike team/overhead assignments (i.e., Strike Team Leader, Line EMT, Overhead or other recognized positions) shall receive a five percent (5%) differential for any reimbursable incident. The differential shall apply from the time of deployment to the employee's return from the deployment (i.e., portal to portal).

Deployments through the Nevada-Yuba-Placer (NEU) Assistance by Hire Agreement, FEMA, and other entities in which the 5% differential is not reimbursed as part of the employee's pay are not subject to the 5% incentive.

N.P. Upon approval of the City Manager, exempt fire management employees are eligible to work in state or federal service and are eligible for pay in excess of their regular salary as follows:

- a. When assigned to state or federal service on a non-work day, the exempt employee shall receive one and a half (1 ½) times their regular rate of pay.
- b. When assigned to work for another exempt employee who is working in state or federal service on a regularly scheduled workday, the exempt employee shall receive one and one-half times (1 ½) the regular rate of pay.

O.Q. Reopener Provision:

The City may reopen the terms and conditions if any of the following occurs:

1. General Fund revenue declines, or is projected to decline, by two percent (2%) or more in one year or one percent (1%) per year over two (2) years. The contract can be reopened only after: (a) closing out the previous fiscal year, (b) receiving County property tax projections for the current fiscal year, and (c) the Finance Department revising revenue projections for the current fiscal year based on (a) and (b).
2. General Fund expenses increase by two percent (2%) or more, with no offsetting increase in revenue, based on unfunded mandates of the State of California or an agency of the State.
3. The Roseville electorate, by local ballot initiative, approves a limitation to the salaries of Roseville management employees.

The City shall identify Management/Confidential's proportionate share of any revenue shortfall.

In the event other revenues increase and exceed the amount of any lost revenue, the City will not exercise the reopener clause; however, any future increase in revenues must clearly offset general fund expenditures.

P.R. Compensatory Time. Compensatory time shall be governed as follows:

1. Regular and probationary employees may, with the prior approval of their supervisor, accrue compensatory time in lieu of overtime pay. The accrual rate

for compensatory time shall be one and one-half (1-1/2) hours for each hour of compensatory time worked.

2. Once an employee has been credited with compensatory time, the employee may not receive a lump sum payment for the hours accrued unless the employee is separated from City service.
3. Upon separation the employee will be paid at the employee's current hourly rate or average of last three (3) years whichever is higher for the remaining compensatory balance.
4. Maximum accumulation of compensatory time shall be one hundred (100) hours.

Employees with CTO balances above the maximum cap on January 1, 2022, shall be allowed to maintain said balances but shall not be allowed to accrue additional CTO hours until their balance drops below the cap.

5. The employee's immediate supervisor shall determine whether an employee shall accrue compensatory time or paid overtime. However, the supervisor shall not deny the request for compensatory time for arbitrary or capricious reasons.

E.S. Canine Support Handler.

The Police Department lead support canine handler will receive a stipend of \$500 per pay period while caring for the canine for the entire pay period. For any pay period where the lead support canine handler cares for the canine for less than the full pay period, the lead support canine handler will receive a \$35 stipend for each day caring for the canine for the majority of off-work hours. While not caring for the canine due to being off on vacation, leave, or otherwise not available during the pay period, the lead handler shall not receive handler compensation.

The Police Department secondary support canine handler will receive \$35 per day for each day that the secondary support canine handler cares for the canine for the majority of the off-work hours. Both the lead and secondary handler shall not receive the stipend for the same day in the pay period. For days where the lead and secondary handler both care for the canine, the handler who possesses the canine for the majority of off-work hours shall receive the \$35 stipend.

The continuation of the Support Canine Program and support canine handler assignment is subject to the City Manager's sole discretion. This assignment may be terminated at any time, at the sole discretion of the Police Chief or the City Manager.

The termination of the program and the canine support handler assignment is not subject to grievance or appeal.

The support canine handlers will be selected from volunteers by the Police Chief. The selection of the lead and secondary canine handlers is at the sole discretion of the Police Chief and is not subject to grievance or appeal.

R.T. A five percent (5%) differential will be paid to management employees in Park Development Project Manager classifications who possess a Landscape Architect License but whose position does not require this license.

By this reference, this incorporates all articles not included.

The following language constitutes a new article concerning authority for the City Manager with respect to terms of assistant directors and chief operating officers, similar to Article XXII. relating to department heads, to support advance notice for proper succession planning and operational transition.

ARTICLE XXVI. ASSISTANT DIRECTOR AND CHIEF OPERATING OFFICER CONTRACTS AND SEPARATION INCENTIVE PLAN AND ADMINISTRATIVE SETTLEMENTS

- A. The City agrees to grant the City Manager the authority to enter into employment contracts with assistant director and chief operating officer staff. One of the provisions of the contract will be to provide up to three (3) months' severance pay for assistant directors and chief operating officers whose contracts are not renewed.
- B. The City agrees to grant the City Manager the authorization to create a separation incentive plan using a 401 tax qualified plan and for the City Manager to serve as the Plan Administrator.
- C. The City Manager is authorized to approve administrative settlements through separation of service agreements with up to 2 weeks compensation for each year of service credit, up to a maximum of 12 weeks.