



**COMPREHENSIVE SUMMARY OF
CITY OF STOCKTON
UNREPRESENTED MANAGEMENT/CONFIDENTIAL AND LAW
EMPLOYEES'
COMPENSATION PLAN**

The City's Unrepresented Management/Confidential employees designated Management MA (Department Heads), Management MV (Assistant Department Heads and other Middle-Management), Confidential MW (Administrative/Support Staff in the City Manager's Office, the Human Resources Department, and the City Auditor's Office), Law Department employees designated "Executive Plan" (EP), "Professional Plan" (PP), and "Support Plan" (SP) are hereby accorded compensation and benefits as outlined in this Plan consistent with the Stockton City Council's objective to fairly and equitably provide for its Unrepresented Management/Confidential and Law employees.

The Unrepresented Management/Confidential and Law Employees' Compensation Plan, as amended shall be effective July 1, 2026.

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The Unrepresented Management/Confidential and Law Employees' Compensation Plan, consists of a salary administration program and certain benefits specific to six (6) categories of non-represented employees listed in this Plan. This Plan shall be administered by the City Manager who is the City Council's designated representative for determining compensation and benefits for regular status Unrepresented Management/Confidential and Law Employees.

Management Plan "MA" includes the Assistant City Manager, Deputy City Managers and Department Heads. Management Plan "MV" includes Assistant Department Heads, other Middle-Management classifications and the Liability Claims Investigator I/II's. Confidential Plan "MW" includes other administrative and support staff in the City Manager's Office, City Auditor's Office, City Clerk's Office, and the departments of Human Resources, Administrative Services, Municipal Utilities, Fire, and Police. Executive Plan "EP" includes the City Attorney and the Assistant City Attorney. Professional Plan "PP" includes the Deputy City Attorneys. Support Plan "SP" includes all other Law Department personnel.

Unless specifically identified, all terms of this Compensation Plan apply to all groups listed above.

Section 1. Retirement Benefits**1.1 Retirement Benefits**

- (a) Effective August 1, 2011, Classic miscellaneous employees covered by this Plan shall pay their own statutory employee contribution. Employees will pay seven percent (7%) of their current base salary and other compensation as qualified by state law toward Public Employees' Retirement System (PERS) for the employee's PERS contribution.
- (b) Under IRS 414h, previously adopted by resolution by the City, the employee's payment of their own statutory employee contribution will be paid by the employee on a pre-tax basis. Such amounts will be applied to the employee's individual accounts in accordance with California Government Code section 20691.
- (c) Classic Police Safety Management Employees- Effective September 16, 2019, the City shall pay all of the normal contributions required to be paid by the member. The amount shall be equal to nine percent (9%) of the Classic Police Safety Management employee's current "reportable" base salary and other "reportable" special compensation as qualified by California Public Employees' Retirement Law and California Code of Regulations. Such amounts shall be reported simply as normal contributions and shall be credited to the member's individual accounts in accordance with Government Code section 20691 (Employer Payment of Member Contributions or EPMC).

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- (d) Classic Police Safety Management Employees- Effective September 16, 2019, employees shall pay nine percent (9%) toward the employer's contribution of PERS. This section shall not be construed to permit Police Safety Management employees to receive a "double" EPMC benefit, as employees already receive the EPMC benefit pursuant to section 1.1(c).

1.2 Public Employees' Retirement System Benefits for Unit Employees hired on or before December 28, 2012.

- (a) The City's PERS retirement plan for miscellaneous employees is two percent (2%) at age fifty-five (55) and for safety employees is three percent (3%) at age fifty (50). The City's PERS retirement plan is modified to reflect California Government Code section 21024 (Military Service Credit as Public Service) and section 21027 (Military Service Credit for Retired Persons), as hereinafter may be amended. The City provides PERS California Government Code section 20692 (Employer Paid Member Contributions Converted to Pay rate during the Final Compensation Period) as an added PERS benefit. Internal Revenue Service (IRS) Code 414H(2) will be concurrently implemented with PERS California Government Code section 20692. The City provides PERS California Government Code section 20965 (Credit for Unused Sick Leave) as an added PERS benefit, and the City will provide PERS California Government Code section 21335 up to a five percent (5%) Annual Cost-of-Living Allowance, as an added PERS benefit.
- (b) The City's PERS retirement plan for safety employees shall be the same plan in effect for other similar safety employees in other units.

1.3 PERS Cost sharing for Sworn Fire Unrepresented Employees.

Pursuant to the cost share provisions proposed and agreed to by the Fire and Fire Management bargaining units, the Sworn Fire Unrepresented employees shall have a PERS cost sharing arrangement effective with the adoption of the PERS 20516 contract amendment.

(a) PERS 20516 Employee Cost-Share of Employer Contribution.

The parties understand a vote of all individuals covered by the CalPERS agreement is required to implement this CalPERS contract amendment. Upon successful vote by the covered individuals, the City shall implement the cost sharing amendment under Government Code section 20516 as soon as possible consistent with CalPERS regulation. The City's contract with CalPERS will be amended to allow for cost sharing for sworn Fire personnel up to a maximum of 14.138%. In accordance with CalPERS

regulations, all employees covered by the Fire group under the PERS contract must be treated equally with respect to cost sharing provisions.

Through the cost share provisions, sworn fire employees are to pay nine percent (9%) towards employer's required PERS contribution.

The City is implementing this CalPERS contract amendment with the following understandings as listed in sections 1.3 (b) and (c) below.

(b) Cost Sharing for the Employer's Pick-up of the Employee's Nine Percent (9%) PERS Contribution.

The employee will cost share an employee contribution in the amount of nine percent (9%) of the employee's current base salary (employee contribution) and other compensation as qualified by PERS towards the employer's share of cost for PERS pension on a pre-tax basis. If PERS determines that the maximum contribution through a PERS section 20516 amendment is less than the nine percent (9%) and/or some or all of the contributions sunset at a specific time in the future, the City shall deduct the percentage up to nine percent (9%) not covered by the PERS amendment process through a payroll reduction. If legislation is enacted and becomes effective requiring employees under the PERS retirement system to pay all or part of the employees share of retirement thus reducing or eliminating EPMC (Employer Paid Member Contribution), as soon as administratively possible and consistent with PERS regulations, employee's contribution will be converted to the employers' share under this 20516 cost share contract amendment to the employee share towards retirement for the percentage required by the new legislation.

(c) Cost Sharing Period

Effective July 1, 2015, the employer cost-share contributions made by these employees will be nine percent (9%).

1.4 Public Employee Retirement System Benefits for Unit Employees hired on or after December 29, 2012.

The City amended its PERS contract to provide a new tier of retirement benefits for employees hired by the City after the PERS amendment goes into effect.

- (a) For Miscellaneous employees, the new tier shall have a retirement formula of two percent (2%) at sixty (60) with three (3) year average salary formula, standard PERS COLA, and no other additional PERS benefits for all unit employees. All unit employees shall pay the entire seven percent (7%) of the employee's current base salary and any other compensation as

qualified by state law towards PERS retirement benefit through a payroll deduction.

- (b) PERS Benefits for Miscellaneous Employees hired on or after January 1, 2013.

Employees with Reciprocity:

Employees who had service under another CalPERS agency or public retirement system with reciprocity prior to January 1, 2013, and a break in service of less than six (6) months and are considered legacy employees by PERS AB 340, shall be subject to the PERS pension formula of two percent (2%) at sixty (60) with no optional pension enhancements and the other provisions of the retirement tier they were hired under. Employees shall pay the employee's statutory employee's contribution for these benefits of seven percent (7%).

Employees without Reciprocity:

Employees hired on or after January 1, 2013, shall be subject to the AB340 PERS pension formula of two percent (2%) at sixty-two (62) with no optional pension enhancements and the other provisions of the retirement tier they were hired under. Employees shall pay fifty percent (50%) of the City normal cost rate for the two percent (2%) at sixty-two (62) as determined by CalPERS.

- (c) PERS Benefits for Safety Employees

The new tiers for Safety employees shall be the same as the Fire employees or Police employees as appropriate under the applicable PERS contract.

Employees with Reciprocity:

Safety employees who had service under another CalPERS agency or public retirement system with reciprocity prior to January 1, 2013, and a break in service of less than six (6) months and are considered legacy employees by PERS AB 340, shall pay the entire nine percent (9%) of the employee's current base salary and any other compensation as qualified by state law towards PERS retirement benefit through a payroll deduction.

Employees without Reciprocity:

Safety employees hired on or after January 1, 2013 shall be subject to the AB340 PERS and shall pay fifty percent (50%) of the City normal cost rate for their applicable PERS contract as determined by CalPERS. The City

provides PERS California Government Code section 21574 (Fourth Level of 1959 Survivor Benefits) as an added PERS benefit.

1.5 PERS Pick-Up Contribution for Police Chief and Deputy Police Chiefs

Effective July 1, 2016, unrepresented police personnel (regardless of status under the PEPRA) shall pay an additional three percent (3%) toward the employer contribution of PERS. For example, Classic Members will pay a total of twelve percent (12%) (nine percent [9%] plus three percent [3%]). The parties recognize that this contribution satisfies the provision of California Government Code 20516.5(b).

Section 2. Group Life Insurance Coverage

Each participant in the program will receive group life insurance coverage paid for by the City of Stockton.

The City shall provide, at no cost to the employee, a term life and accidental death and dismemberment insurance policy with a value of fifty thousand dollars (\$50,000). In addition, employees may have the opportunity to purchase additional voluntary life insurance through the City's IRS 125 plan vendor.

Section 3. Long Term Disability (LTD) Insurance Coverage

Employees covered by this Compensation Plan, except as provided below will receive long term disability insurance coverage. The benefits of this plan shall be included in the Plan document or contract but are generally summarized as follows:

- (a) Each disability approximately sixty-six and two thirds percent (66 2/3%) of salary for MA, MV, MW, EP, PP, and SP employees up to the maximum salary replacement amount as specified in the City's long-term disability plan.
- (b) Disability income payments shall commence after a ninety (90) day waiting period and exhaustion of sick leave accruals.
- (c) Benefit payable up to age sixty-five (65).
- (d) The City shall continue its normal contribution for employee medical premiums during the ninety (90) days waiting period.
- (e) Effective May 1, 2010, Fire Management will receive LTD insurance coverage through the California Association of Professional Firefighters. The City pays the cost of the insurance premium.

Section 4. Health and Dental Insurance

4.1 Employee Coverage

- (a) **Choice of Health Plans.** Employees covered by this Compensation Plan shall have a choice of enrolling themselves and their eligible dependents in any of the City-sponsored medical, dental, and vision plans. Each plan will offer an employee only, employee plus one (1), and employee plus two (2) or more dependents coverage.
- (b) **Eligibility.** Employees shall become eligible for medical, dental, and vision insurance on the first day of the month following the date of hire. An eligible employee and eligible dependent may be enrolled in a City offered medical plan either as a subscriber or, as the dependent spouse/registered domestic partner or another eligible City employee, but not both. If an employee is also eligible to cover their dependent child, the child will be allowed to enroll as a dependent on only one (1) employee plan (i.e., an employee and their dependent cannot be covered by more than one City-offered health plan).
- (c) **City Insurance Contribution.**
- (1) The City contributes the following:
- Up to \$936.10 per month toward the cost of the monthly premium for employee-only medical/dental/vision plan coverage.
 - Up to \$1,698.55 per month toward the cost of the monthly premium for employee plus one (1) dependent medical/dental/vision plan coverage.
 - Up to \$2,263.20 per month toward the cost of the monthly premium for employee plus two (2) or more dependents medical/dental/vision plan coverage.
- (2) Effective January 1, 2027, the City shall contribute the following:
- Up to \$973.54 per month toward the cost of the monthly premium for employee-only medical/dental/vision plan coverage.

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- Up to \$1,766.49 per month toward the cost of the monthly premium for employee plus one (1) dependent medical/dental/vision plan coverage.
- Up to \$2,353.73 per month toward the cost of the monthly premium for employee plus two (2) or more dependents medical/dental/vision plan coverage.

(3) Effective January 1, 2028, the City shall contribute the following:

- Up to \$993.01 per month toward the cost of the monthly premium for employee-only medical/dental/vision plan coverage.
- Up to \$1,801.82 per month toward the cost of the monthly premium for employee plus one (1) dependent medical/dental/vision plan coverage.
- Up to \$2,400.80 per month toward the cost of the monthly premium for employee plus two (2) or more dependents medical/dental/vision plan coverage.

(4) Effective January 1, 2029, the City shall contribute the following:

- Up to \$1,012.88 per month toward the cost of the monthly premium for employee-only medical/dental/vision plan coverage.
- Up to \$1,837.86 per month toward the cost of the monthly premium for employee plus one (1) dependent medical/dental/vision plan coverage.
- Up to \$2,448.82 per month toward the cost of the monthly premium for employee plus two (2) or more dependents medical/dental/vision plan coverage.

(d) These contributions are based on full-time employment; regular part-time employees shall receive a prorated contribution based on their percentage of full-time employment. The employee, through payroll deductions, shall pay insurance plan premiums that exceed the City’s monthly contribution. The City shall maintain its IRS Section 125 Plan to allow for employee contributions for medical/dental/vision to be pre-tax premium conversion.

(e) Plan Rules. Employees may insure themselves and their eligible dependents under the medical, dental, and vision plans provided by the

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City, in accordance with the rules and regulations applicable to the selected Plan. Benefits in the Plan shall be in accordance with the Plan document.

4.3 Health and Welfare Benefits During Layoff

Regular status employees who are laid off will have an option of maintaining their existing health and welfare benefits for thirty-six (36) months from the date of layoff, provided timely payments of the premiums by the employee are made to the City, according to City regulations, and provided the employee otherwise meets the requirements of Federal and State regulations.

Section 5. Holidays

5.1 Qualifying for Holiday Pay

All regular status employees, excluding provisional and temporary employees, shall be entitled to take all authorized holidays at full pay not to exceed the employee's regular workday (e.g. nine (9) hours on a nine (9) hour workday or eight (8) hours on an eight (8) hour workday on the 9/80 schedule) for each of the holidays listed below.

5.2 Holidays Observed by the City

- (1) January 1New Year's Day
- (2) Third Monday in January.....Martin Luther King Jr.'s Birthday
- (3) Second Monday in FebruaryLincoln's Birthday
- (4) Third Monday in FebruaryWashington's Birthday
- (5) Last Monday in May.....Memorial Day
- (6) July 4.....Independence Day
- (7) First Monday in September.....Labor Day
- (8) Second Monday in OctoberIndigenous Peoples Day
- (9) November 11.....Veteran's Day
- (10) Fourth Thursday in November.....Thanksgiving
- (11) Fourth Friday in November.....Day after Thanksgiving
- (12) December 25.....Christmas Day

If any of said holidays fall on a Sunday, the following Monday shall be observed as a holiday. If any of said holidays fall on a Saturday, the preceding Friday shall be observed as a holiday.

In order to receive Holiday Pay the employee must be in a paid status the day before and the day after the holiday.

5.3 Floating Holidays

Employees accrue two (2) workdays of floating holiday hours annually on January 1 to a maximum of two (2) workdays. Upon separation, any accrued and unused floating holiday hours will be cashed out at the employee's current straight rate of pay.

5.4 Compensation for Holidays Worked

Prior approval for holiday work must be secured from the City Manager except in emergency situations where said approval cannot be obtained beforehand.

If an employee works on a holiday, the employee will receive a regular workday worth of holiday pay at their straight time rate of pay, actual hours worked will be paid at the time and one half and holiday hours will not be counted as time worked. If an employee works only partial hours on a holiday, partial holiday hours will be counted as time worked for FLSA overtime calculation purposes (up to the employee's normal workday).

5.5 Police Chief and Deputy Police Chiefs Holiday Compensation

The Police Chief and Deputy Police Chiefs shall receive a five percent (5%) base pay increase effective September 16, 2019, in exchange for eliminating the holiday in lieu add pay.

When the Police Department Administrative offices are closed on a regularly scheduled work day, staff shall use the appropriate number of hours from their personal leave time to take the day off. However, at the sole discretion of the Chief or designee, staff may be scheduled to work on a day when the Police Department offices are closed. In the event the Police Chief or Deputy Chief is scheduled to work on a day when the Police Department offices are closed, they will not be required to use vacation and will be paid for actual hours worked at straight time.

Section 6. Vacation Leaves

The following shall be the vacation leave benefits for all employees covered by this Plan.

For purposes of determining eligibility for sections 6(a) and (b) below, all department heads and Deputy City Managers (MA and EP employees) are to be considered as having been employed by the City of Stockton for at least seven and one-half (7.5) years and shall receive benefits based on that number of years of service. For purposes of determining eligibility for sections 6(a) and (b) all assistant department heads and mid-management (MV and PP employees) are to be considered as having been employed by the City of Stockton for at least one and one-half (1.5) years and shall receive benefits based on that number of years of service.

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(a) Vacation Accrual.

FLSA non-exempt employees. All regular status employees that are FLSA overtime non-exempt, excluding provisional and temporary, shall accrue vacation leave per pay period with pay in accordance with the following schedule:

- (1) Less than one and a half (1.5) years continuous employment.....3.08 hours.
- (2) After one and a half (1.5) to seven and a half (7.5) years continuous employment.....4.15 hours.
- (3) After seven and a half (7.5) to fifteen (15) years continuous employment.....5.54 hours.
- (4) After fifteen (15) to twenty-five (25) years continuous employment.....7.27 hours.
- (5) Thereafter, zero point two seven (0.27) additional hours for each completed year of service in excess of twenty-five (25) years.

FLSA exempt employees. All regular status employees that are FLSA overtime exempt, excluding provisional and temporary, shall accrue vacation leave per pay period with pay in accordance with the following schedule:

- (1) Less than one and a half (1.5) years continuous employment.....4.62 hours.
- (2) After one and a half (1.5) to seven and a half (7.5) years continuous employment.....5.69 hours.
- (3) After seven and a half (7.5) to fifteen (15) years continuous employment.....7.23 hours.
- (4) After fifteen (15) to twenty-five (25) years continuous employment.....8.81 hours.
- (5) Thereafter, zero point two seven (0.27) additional hours for each completed year of service in excess of twenty-five (25) years.

Employees shall accrue their vacation allowance on a per pay period basis.

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- (b) Maximum Vacation Accrual. Employees reaching the maximum hours shall stop accruing additional vacation hours until they are below the caps listed here. No vacation hours may be added to sick leave balances.

Maximum Vacation Accrual Caps.

40 hour employee (FLSA non-exempt employee)

Under 1.5 yrs.	120 hours
1.5-7.5 yrs.	240 hours
7.5-15 yrs.	280 hours
15-25yrs.	320 hours
26 yrs.	328 hours
27 yrs.	336 hours
28 yrs.	344 hours
29 yrs.	352 hours

Over 29 years shall receive an additional 7 hours for each year of service.

40 hour employee (FLSA exempt employee)

Under 1.5 yrs.	200 hours
1.5-7.5 yrs.	320 hours
7.5-15 yrs.	360 hours
15-25yrs.	400 hours
26 yrs.	408 hours
27 yrs.	416 hours
28 yrs.	424 hours
29 yrs.	431 hours

Over twenty-nine (29) years shall receive an additional seven (7) hours for each year of service.

- (c) Vacation Scheduling. Vacation leaves shall be scheduled with due consideration for the wishes of the employee and to not interfere with the normal operation of the City business. Vacation requests are accepted on a day for day basis.
- (d) Holiday during Vacation. If any such paid holidays fall within an employee's vacation leave, the employee will not be charged vacation accrual for that day.
- (e) Vacation Sellback. During the month of December, employees may make an irrevocable election to cash out up to one hundred and twenty (120) hours of vacation leave for the succeeding calendar year. Employees that cash out a portion of their vacation accrual will be paid on the first check in December of the following calendar year. Payments are subject to all

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applicable payroll taxes and withholding.

- (f) Vacation Cash Out Upon Separation. An eligible employee separating from City service for any reason who has unused vacation time shall be paid for such vacation time up to the effective date of the last day of employment with the City. Payment for unused vacation shall be made at the straight time rate of pay. Payment for the unused vacation hours shall be paid post separation date at no later than the second regularly scheduled pay period pay date following separation.

Section 7. Mileage Reimbursement for Private Vehicle Use

The private vehicle mileage reimbursement will be paid to employees who use their private vehicle for City business travel within the City or out of the City limit. Such usage must be documented. Mileage reimbursement for use of personal vehicle shall be compensated at the current Internal Revenue Service (IRS) rate.

Reimbursement for average mileage on City business greater than 1,000 miles per month will be determined by the City Manager, provided no such reimbursement shall exceed IRS mileage reimbursement rate then in effect.

Section 8. Sick Leave

8.1 Sick Leave Use

Accrual. All regular status full-time employees, except provisional and temporary employees, shall accrue sick leave at the rate of eight (8) hours for each month of completed service.

All regular status employees, except provisional and temporary employees, scheduled to work less than a full month shall accrue sick leave on a prorated basis. Unused sick leave shall accrue from year to year. Employees shall continue to accrue sick leave while off duty on authorized sick leave; provided, however, an employee shall not accrue sick leave during any leave or leaves of absence without pay.

8.2 CalPERS Service Credit for Unused Sick Leave

Employees may be eligible to convert unused sick leave for California Public Employees' Retirement System (CalPERS) service credit at retirement based on the CalPERS contract provisions applicable to their employment.

Section 9. Longevity Pay (Professional Growth Pay)

Effective August 1, 2011, all longevity pay shall be eliminated for all employees covered by this Plan. However, the City shall grandfather only those employees who have completed twelve (12) continuous years of service with the City as of July 1, 2012, and who are receiving a Longevity Pay of two and one-half percent (2.5%) as of that date. Employees as of August 1, 2011 receiving a higher Longevity Pay based on benefits received by another unit shall also be grandfathered but they shall have their current Longevity Pay reduced by two and one-half percent (2.5%) and then frozen at those levels at that time. As of July 1, 2012, longevity incentive pay allowance for these grandfathered employees shall be reduced to one and one-half percent (1.5%). Employees receiving a higher Longevity Pay based on benefits received by another unit shall have their remaining longevity reduced by one percent (1.%) effective July 1, 2012.

Unrepresented Police Safety personnel will receive the same longevity incentive pay allowance as the Stockton Police Management Association members, as follows:

- (a) If the Unrepresented Police Safety employee is not otherwise eligible for the grandfathered Unrepresented Longevity Pay, the City shall pay three-quarters of one percent (.75%) of base salary for longevity pay, upon completion of twelve (12) years of continuous service as a public safety member of the Stockton Police Department.
- (b) The City shall pay an additional one and three-quarters percent (1.75%) for a total of two and one-half percent (2.5%), upon completion of eighteen (18) years of continuous service as a public safety member of the Stockton Police Department.
- (c) The City shall pay an additional two percent (2%) for a total of four and one-half percent (4.5%), upon completion of twenty-four (24) years of continuous service as a public safety member of the Stockton Police Department.

Unrepresented Police and Fire Safety personnel will receive the same longevity incentive pay allowance as the Stockton Police Management Association and the Stockton Firefighters' Local 456 Fire Management members, as follows:

- (a) Employees with five (5) years of paid service with the City shall receive additional compensation in the amount of two percent (2%) above their hourly rate of pay, paid on a per pay period basis.
- (b) Employees with ten (10) years of paid service with the City shall receive an additional two percent (2%) above their hourly rate of pay (four percent (4%) combined total), paid on a per pay period basis.
- (c) Employees with fifteen (15) years of paid service with the City shall receive an additional two percent (2%) above their hourly rate of pay (six percent (6%) combined total), paid on a per pay period basis.

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(d) Employees with twenty (20) years of paid service with the City shall receive an additional two percent (2%) above their hourly rate of pay (eight percent (8%) combined total), paid on a per pay period basis.

Section 10. Other Leaves With Pay

10.1 **Bereavement Leave.** In the event of a death of an immediate family member, the employee will be granted up to five (5) days bereavement leave. The City provides paid bereavement leave for the first three (3) days. The employee may use any other paid leave for the remaining two (2) days bereavement leave. Immediate family is restricted to the employee's parents, current step parents, spouse, parent-in-law, child, stepchild, sibling, son-in-law, daughter-in-law, brother-in-law, sister-in-law, grandparent, grandchild, and registered domestic partner.

In the event of the death of a person that is not an immediate family member, the employee's department head may grant up to three (3) days of unpaid bereavement leave. The employee must use accumulated sick leave or vacation leave.

10.2 **Jury Duty Leave/Court Appearance.** Upon approval by the department head, an employee, other than a provisional or temporary employee, shall be permitted authorized absence from duty for appearance in court because of jury service, in obedience to subpoena or by direction of proper authority, in accordance with the following provisions:

Said covered absence will be for actual hours served (including travel time) on jury duty or testifying as a witness in a criminal case, other than a defendant. Authorized absence for jury or court leave shall include the time from when the employee is ordered to appear until the time the employee is released from the court. As a condition of receiving such pay, the employee must remit to the City, through the employee's department head, within fifteen (15) days after receipt, all fees received except those specifically allowed for mileage and expenses.

If an employee is not due to appear for jury duty or as a witness until an afternoon court session, the employee will be expected to work their usual morning schedule. Upon being excused from the court each day, the employee must return to work if they have more than two (2) hours remaining before the end of their workday.

Said absence from duty will be without pay when the employee appears in private litigation to which the City of Stockton is not a party.

Any fees allowed, except for reimbursement of expenses incurred, shall be remitted to the City through the employee's department.

Notwithstanding the foregoing, attendance in court in connection with an employee's official duties or on behalf of the City of Stockton in connection with a case in which the City of Stockton is not a party, together with travel time necessarily

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involved, shall not be considered absent from work within the meaning of this Section.

- 10.3 **Military Leave.** An employee of the City who is a member of the National Guard or Naval Militia or a member of Reserve Corps or Force of the Federal Military, Naval or Marine Service and is ordered to duty shall be granted leave with pay while engaged therein, provided the leave does not exceed thirty (30) calendar days in any calendar year.

All regular status employees in the service of the City shall be allowed a leave of absence without pay for the duration of a national emergency who have been inducted into the Army, Navy, Marine Corps, Air Force or any other branch of the Military Service of the United States or the State of California. Said employees shall be reinstated in the service, except as hereinafter stated, providing they are physically fit as shown by a medical examination by the City Physician or other physician appointed to make a medical examination.

All probationary employees inducted into the Military Service not having served the minimum probationary period of six (6) months, shall be allowed a leave of absence without pay for the duration of a national emergency, but said employees shall be placed at the head of the eligible list for such position in the order of their seniority of employment and when appointed to a vacant position, they must be physically fit as above specified and shall serve the balance of their probationary period before attaining the status of a regular status employee.

Two (2) or more regular status employees granted a military leave of absence without pay from the same position shall be reemployed according to their seniority of employment providing they are physically fit as above specified.

- 10.4 **Management Time Leave.** The Chief of Police, Deputy Chief of Police II, Deputy Chief of Police I, Fire Chief, and Deputy Fire Chief shall receive forty (40) hours of paid-management time-leave each fiscal year. The management time-leave of forty (40) hours may not carry over from fiscal year to fiscal year or be used for sell-back purposes. Any time remaining will be paid out annually on the last check in June.
- 10.5 **State Disability Insurance.** As soon as administratively possible after approval of the amended Unrepresented Compensation Plan by the City Council on its regular agenda in accordance with the Ralph M. Brown Act, employee contributions will begin under the State Disability Insurance (SDI) program offered by the State of California Employment Development Department. SDI will be coordinated with other benefits.

Section 11. Workers' Compensation Leave

- 11.1 **Workers' Compensation Leave**

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- (a) Workers' Compensation Benefits shall be provided in accordance with State law and schedules whenever an employee is absent from duty because of disability caused by illness or injury arising out of and in the course of employment which has been declared to be compensable under the Workers' Compensation Law. Any salary continuation program benefits that are in addition to the State benefits that were in effect on July 31, 2011 shall be eliminated effective August 1, 2011. An employee on Workers' Compensation may use accrued leave, if needed, to supplement benefits, up to the amount required to receive a full paycheck.
- (b) Forms and Procedures. Workers' compensation processing shall be consistent with City procedures and in accordance with state workers' compensation regulations. An employee who sustains a work-related injury or illness shall immediately inform their supervisor no matter how minor an on-the-job injury may appear. An employee who sustains a work-related injury or illness is required to seek medical care at facilities designated by the City unless they have filed a pre-designation of personal physician prior to sustaining the work-related injury or illness. For a list of City designated medical care facilities and/or physicians, please contact the Human Resources Department.

Section 12. Leave of Absence**12.1 Leave of Absence**

Employees shall not be entitled to leave of absence as a matter of right, but only in accordance with the provisions of law and the City of Stockton Municipal Code. Unless otherwise provided, the granting of a leave of absence also grants to the employee the right to return to a position in the same classification or equivalent classification, as the employee held at the same time the leave was granted. The granting of any leave of absence shall be based on the presumption that the employee intends to return to work upon the expiration of the leave.

All approval authority over leaves of absence exercised by the department head under this section shall be subject to review by the Director of Human Resources, whose ruling shall be final.

- (a) Purpose and Length. Only employees occupying regular positions on a regular basis are eligible for leaves of absence without pay under the provisions of this section.

An appointing authority may grant leave of absence without pay for personal reasons up to a maximum of twelve (12) months with approval of the Director of Human Resources.

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Leaves of absence without pay on account of illness or injury, which are not job incurred, may be granted for a maximum period of twelve (12) months with approval of the Director of Human Resources.

Such a leave will be granted only after all accrued sick leave has been used and shall be substantiated by a physician's statement.

(b) Application for and Approval of Leave of Absence Without Pay.

Employees shall not be entitled to Leave of Absence Without Pay as a matter of right, but only upon the determination of the City that it is in the best interest of public service and that there is a presumption that the employee intends to return to work upon the expiration of the leave of absence. In order to receive leave without pay, an employee must submit a request on the prescribed form to their department head and the Director of Human Resources describing the reasons for the request and all other information required for the department head or their representative, to evaluate the request. Leaves without pay may be cancelled by the department at any time.

(c) Employees on authorized leaves of absence without pay shall not be entitled to payment by the City of the premiums for their health and dental insurance, except as provided hereinafter.

The entitlement to City payment of premium shall end on the last day of the month in which the employee was paid except that employees on an authorized leave of absence may continue enrollment in the City health and dental insurance plan by prepayment of the full monthly premium during the authorized leave of absence.

Authorized absence without pay which exceeds thirty (30) consecutive calendar days, except military leave, shall not be included in determining salary adjustment rights, based on length of employment. Periods of time during which an employee is required to be absent from their position by reason of any injury or disease for which they are entitled to and currently receiving Workers' Compensation benefits shall be included in computing length of service for the purpose of determining that employee's salary adjustment.

12.2 Absence Without Official Leave (AWOL)

(a) Failure to Report to Duty or Failure to Return After Leave. Failure to report for duty or failure to report for duty after a leave of absence request has been disapproved, revoked, or cancelled or at the expiration for a leave shall be considered an absence without official leave and the employee shall be subject to discipline.

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- (b) Voluntary Resignation. Any employee without official leave for two (2) or more consecutive scheduled days or absent an aggregate of sixteen (16) hours in any calendar month without a satisfactory explanation as approved by the Director of Human Resources shall be deemed to have voluntarily resigned from the City of Stockton, except if the absence is due to a verified illness or injury.

Section 13. Salary Plan

For a current Salary Schedule, please visit www.stocktonca.gov.

13.1 Salary Increases – Miscellaneous Employees

- (a) Effective July 1, 2026, employees will receive a two percent (2%) Cost of Living Adjustment (COLA) to base pay and a one and a half percent (1.5%) market adjustment.
- (b) Effective July 1, 2027, employees will receive a two percent (2%) COLA to base pay.
- (c) Effective July 1, 2028, employees will receive a two percent (2%) COLA to base pay.

13.2 Salary Increases – Safety Sworn Employees

- (a) Effective July 1, 2026, employees will receive a two percent (2%) Cost of Living Adjustment (COLA) to base pay and a four percent (4%) market adjustment.
- (b) Effective July 1, 2027, employees will receive a two percent (2%) COLA to base pay.

13.3 Salary Step Plan

Salary step increases will be effective the first day of the pay period following appointment or revision. If the date of appointment or revision is the first day of a pay period, salary step increases will be as of that date.

The Salary Schedule consists of nine (9) steps, with five percent (5%) between steps one (1) and six (6), and a two and a half percent (2.5%) between steps seven (7) and nine (9).

13.4 Salary Step after Promotion or Demotion

When an employee is promoted from a position in one rank to a position in a higher

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rank and at the time of promotion is receiving a base salary equal to, or greater than, the minimum base step rate for the higher rank, that employee shall be entitled to a step in the range of the higher rank which is at least five percent (5%) above the employee's current base salary, except that the next step shall not exceed the maximum salary of the higher rank. Add pays are not included in the calculation of base salary for purposes of this section. When an employee is demoted, whether such demotion is voluntary or otherwise, that employee's compensation shall be adjusted to the salary prescribed for the class to which demoted.

13.5 Acting Pay

An employee who is assigned in writing to work in a higher paid classification and who performs a majority of the duties of that higher position after five (5) days shall receive the rate of pay in a step of the higher classification which would have been received if the employee had been promoted into that classification.

The increased rate of pay will commence with the first day of the assignment; however, to qualify the employee must meet the above conditions before being eligible for Acting Pay.

13.6 Pay Equity Adjustments

The City recognizes that there may be a need for special salary adjustments for selected classifications as a result of recruitment problems, reclassifications, and/or organizational changes. The City, in its sole discretion, may make such adjustments.

13.7 Special Assignment Pay

The department head, with the concurrence of the Director of Human Resources may approve additional compensation in an amount not to exceed one (1) additional salary step when an employee is assigned to perform additional duties and responsibilities for the duration of the special assignment.

13.8 Temporary Upgrade Pay

Hourly or daily rate of pay upgrade for employees who are assigned to temporarily perform the duties of other employees of a higher level classification. The employee must not perform any of the duties for their own job classification while working in the higher level classification.

13.9 Salary Step after Military Leave

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All employees who have been granted military leave shall, upon their return to City service, be entitled to the automatic salary advancements within the range scale of the established wage schedule of their classifications for the period they were in the military service.

13.10 Uniform Allowance

Employees in the following classifications receive the following uniform allowance per pay period:

- Chief of Police - \$61.54
- Deputy Chief of Police II - \$61.54
- Deputy Chief of Police I - \$61.54
- Fire Chief - \$53.85
- Deputy Fire Chief \$53.85

13.11 Certificate Incentive Pay-Sworn

- (a) Police Chief and Deputy Police Chiefs. The City shall pay eleven percent (11%) of top salary step in rank for sworn Police personnel who attain a P.O.S.T. Management certificate or higher upon completion of management course.
- (b) Fire Chief and Deputy Fire Chiefs. The City shall pay eleven percent (11%) of top salary step in rank for sworn Fire personnel who obtain and maintain a California Fire Officer 3 (FO3) or Chief Fire Officer certification.

13.12 CalPERS Reportability

The City makes no representation as to whether any of the compensation or payments in this Unrepresented Compensation Plan are subject to CalPERS service credit or pensionable income. Any determination by CalPERS to not fully credit the compensation and/or service time provided under this Unrepresented Compensation Plan is outside of the City's control.

Section 14. Work Schedule

14.1 Employees in FLSA exempt job classifications shall not be eligible for overtime for extra hours worked to perform duties of their assigned position.

14.2 Department heads are responsible for personally approving any overtime pay for FLSA non-exempt employees within their respective departments, with a report submitted to the City Manager at the end of each pay period explaining the overtime.

14.3 Overtime

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Non-exempt employees will receive overtime at the appropriate rate when authorized in writing by the department head prior to the overtime worked. The following provisions pertaining to authorized statutorily required overtime work shall apply to FLSA non-exempt employees:

- (a) Statutory overtime shall be paid on actual time worked in excess of forty (40) hours in any workweek. Such overtime shall be paid for at time and one-half (1-1/2) including employees employed on a per hour or per day basis or except as provided elsewhere herein. Observed holidays, floating holidays, jury duty leave, bereavement leave, and sick leave hours taken shall be considered as time worked for overtime calculation purposes. Vacation, or other time taken as compensated time off shall not be considered as actual time worked for overtime calculation purposes.
- (b) Employees assigned to an alternate work schedule (e.g. 4/10, 9/80, etc.) shall be compensated at the overtime rate for all time worked in excess of their regularly scheduled hours.
- (c) Temporary Upgrade Pay. Employees assigned to work overtime in a position or classification other than the position or classification to which they are permanently appointed will be paid overtime at the hourly rate attached to the position or classification in which they are performing such overtime work.

14.4 Compensatory Time Off (CTO)

- (a) Definition. As used in this section, the term Compensatory Time Off (CTO) refers to that time which an employee is entitled to be absent from duty with pay for hours worked in addition to or excess of their normal work schedule. For the purpose of this section, CTO shall apply only to Non-Exempt employees.
- (b) CTO in Lieu of Overtime Compensation. Employees may voluntarily elect to receive overtime compensation in the form of CTO at the rate of one and one-half (1-1/2) hours of CTO for each hour of overtime.
- (c) No more than one-hundred (100) hours of CTO may be carried on the books at any time. Once one hundred (100) hours of CTO is accrued on the books, all other hours worked in excess of forty (40) hours in a seven (7) day work period will automatically be paid to the employee. At the end of each calendar year, all CTO will be carried forward (forty (40) hours maximum). Any CTO balance in excess of forty (40) hours remaining at the end of the calendar year will automatically be paid to the employee.

Appendix A. Rates of Pay

- (a) Base Rate of Pay: The employees' Base Rate of Pay is their step as listed on the salary scheduled for their classification.
- (b) Straight Time Rate of Pay: The employees Straight Time Rate of Pay includes the employee's base rate of pay plus all percentage' based add pays.
- (c) Regular Rate of Pay: The employees' Regular Rate of Pay as defined by the Fair Labor Standards Act (FLSA).