

**RESOLUTION CC 2016-29**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
GLENDDORA, CALIFORNIA, APPROVING COMPENSATION  
ADJUSTMENTS FOR EXECUTIVE MANAGEMENT CONTRACT  
EMPLOYEES.**

**THE CITY COUNCIL  
City of Glendora, California**

**THE CITY COUNCIL OF THE CITY OF GLENDDORA DOES HEREBY  
RESOLVE AS FOLLOWS:**

**WHEREAS**, Glendora Management Association (GMA) has reached a tentative agreement for the successor Memorandum of Understanding for a term beginning July 1, 2016 through June 30, 2019. The GMA MOU will provide adjustments to compensation and benefits through July 1, 2018.

**WHEREAS**, the City Council wishes to generally convey the similar compensation adjustments, to its Executive Management contract employees (Department Directors) listed in the attached Exhibit A, beginning with the specified below.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GLENDDORA,  
CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:**

**SECTION 1.** The City Council approves and authorizes the City Manager to implement adjustments to the salary schedule for Executive Management contract employees (Department Directors) as follows:

**1. COMPENSATION**

- a. 2.0% salary increase effective first payroll period on or after July 1, 2016
- b. 1.5% salary increase effective first payroll period on or after July 1, 2017
- c. 2.0% salary increase effective first payroll period on or after July 1, 2018

**2. BEREAVEMENT LEAVE**

- a. 40 hours (5 days) of bereavement leave which is consistent with the GMA MOU new provision.

**3. HOLIDAYS**

- a. Christmas Eve and New Year's Eve – grant full day holiday consistent with other bargaining groups. Currently, it is half day holiday.

**4. FLEXIBLE BENEFIT PLAN**

- a. Flexible Benefit Plan for Directors hired on or after January 1, 2017, shall have a cap on the cash out reduced to no more than \$650.00 per month.

City of Glendora  
Executive Management Benefit Schedule \*

1. Social Security - No contributions are paid by the City or employee into Social Security
2. Medicare - 1.45% of salary paid by City and employee for a total of 2.9% (for employees hired after 4/1/86)
3. Employer Paid Member Contributions (PERS EPMC) - City's PERS Contribution will be reported to PERS as additional compensation per Government Code Section 20636(c)(4) and IRS code section 414(h)(2).
4. Employee CalPERS contribution rates which are statutorily set at eight (8) percent for Miscellaneous employees and nine (9) percent for Safety employees, shall be fully paid by the employee by reimbursing the City.
5. Flexible Benefit Plan - All Department Directors will receive \$820 + 1.5% of salary monthly. (Mandatory health, dental & LTD). Employee may receive non used/required benefit amount in cash upon submittal of waiver and proof of enrollment in an alternative group health plan. However, cash out may not be more than \$800 + 1.5% salary per month. Flexible Benefit Plan for Directors hired on or after January 1, 2017 shall have a cap on the cash out amount of \$650.00 per month.
6. Vision - City pays employee only coverage (dependent vision insurance can be purchased with flexible benefit plan).
7. Life Insurance - City pays for \$100,000 policy for Police Chief, Finance Director, City Clerk and Public Works Director and \$50,000 policy for Human Resources and Risk Management Director, Planning Director, Community Services Director and Library Director.
8. Long Term Disability - City pays ½ the cost.
9. Deferred Compensation - Available (no employer participation).

10. Holidays - The following ten (12) holidays are recognized.

|                             |                                   |
|-----------------------------|-----------------------------------|
| New Year's Day              | Veterans Day                      |
| Martin Luther King, Jr. Day | Thanksgiving Day                  |
| Presidents' Day             | Friday following Thanksgiving Day |
| Memorial Day                | Christmas Eve Day                 |
| Labor Day                   | Christmas Day                     |
| Independence Day            | New Year's Eve Day                |

Christmas Eve and New Year's Eve will be designated as holidays except when Christmas and New Year's days fall on a Sunday or Monday. Employees scheduled to work on one or both of these holidays shall receive eight hours of holiday pay for each period worked in addition to regular compensation. Employees scheduled to work on one or both of these times but on an approved leave shall receive holiday pay in lieu of leave pay.

11. Sick Days per Calendar Year - 3.69 hours per pay period (no maximum accumulation).
12. Administrative Leave - See Contract for Department Directors hired prior to January 1, 2011. After that date, new Directors shall not be entitled to this benefit.
13. Vacation Leave – 6.46 hours per pay period
14. Auto Allowance – See Contract.
15. Tuition Reimbursement - Job related and at State University rates.
16. Bereavement Leave – 40 hours (8 additional if internment service is over 500 miles away)
17. Personal Emergency Leave -- 24 hours/year (to be taken out of sick leave)
18. Family Illness Leave -- 48 hours/year (to be taken out of sick leave)
19. Community Service Expense - See contract
20. City shall pay for a full physical every 2 years should the employee make the request. Employee shall make all arrangements through the Human Resources Department.
21. Employee Assistance Plan shall be extended to employee at no cost.

22. IRS 125 and 129 Flexible Spending Account available upon hire.
23. Retiree Medical Plan contribution - Retire age 55+ with a minimum of 10 years service (Miscellaneous) or retire age 50+ with a minimum of 15 years service (Safety) with the City of Glendora is \$300/month until age 65. If retired after age 60, will receive the contribution for a maximum of 5 years after receiving Medicare benefits.
24. Unused Sick Leave Credit - Sick leave is converted to service credit upon retirement when retirement date within four (4) months of employment separation or based on the current regulations promulgated by CalPERS at the time.
25. PERS contract amendments - include 1959 Survivors Benefit, level 2 (Section 21572) for Miscellaneous and level 4 (Section 21574) for Safety, and purchase Military Service Credit as Public Service (Section 21024)


\*Benefits listed in this Exhibit shall govern unless stated otherwise in the Department Director's employment contract. If the City Council adopts a Council resolution subsequent to the effectiveness date of individual's most current employment contract, then that resolution shall govern when it comes to elements relating to Employee Benefits.

**SECTION 2.** The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Resolution, shall enter the same into the Book of Original Resolutions and that this Resolution shall take effect and be in force on this date.

**SECTION 3.** The City Clerk is hereby directed to forward a copy of this Resolution to the Human Resources and Risk Management Director.

**APPROVED and PASSED** this 28<sup>th</sup> day of June, 2016.

City Council of Glendora, California

BY:   
\_\_\_\_\_  
GENE MURABITO, Mayor


APPROVED AS TO FORM:

  
\_\_\_\_\_  
D. WAYNE LEECH, City Attorney

I, Kathleen R. Sessman, City Clerk of the City of Glendora, do hereby certify that the foregoing Resolution was duly adopted by the City Council of the City of Glendora at a regular meeting held on the 28<sup>th</sup> day of June, 2016, by the following vote:

|          |                  |                                       |
|----------|------------------|---------------------------------------|
| AYES:    | COUNCIL MEMBERS: | Davis, Nelson, Thompson, and Murabito |
| NOES:    | COUNCIL MEMBERS: | Boyer                                 |
| ABSENT:  | COUNCIL MEMBERS: | None                                  |
| ABSTAIN: | COUNCIL MEMBERS: | None                                  |

Dated: July 1, 2016

  
\_\_\_\_\_  
KATHLEEN R. SESSMAN, City Clerk