

Salary and Benefits

SECTION 1. FISCAL YEAR 2016-2017 TABLE OF ORGANIZATION

The Table of Organization for the City of Victorville is hereby revised. A total of 354 positions shown on such Table of Organization are authorized to be filled in accordance with the Personnel Ordinance of the City of Victorville. The salaries and compensation of officers and employees of the City of Victorville shall be established as provided in said Personnel Ordinance for the salary ranges to which each position is assigned by this resolution.

Effective, July 2, 2016, reflected in the Table of Organization is the 2016 Cost of Living Adjustment (COLA) of 1.70% based on the March to March Consumer Price Index (CPI) Los Angeles, Riverside, Orange County. COLA will be applied to all City employees, with exception to those with a y-rated status.

Salary and Benefits (cont.)



CITY OF VICTORVILLE
2016-2017 TABLE OF ORGANIZATION
Effective July 2, 2016
 Includes COLA of 1.7%

| NO. | TITLE | RANGE | SALARY | NO. | TITLE | RANGE | SALARY |
|-----|---|-------|-------------|-----|--|-------|------------|
| 6 | ACCOUNT CLERK | 20 | 3327 4044 | 1 | GIS COORDINATOR | 39 | 5318 6465 |
| 1 | ACCOUNTANT | 40 | 5451 6626 | 1 | GIS TECHNICIAN | 27 | 3955 4807 |
| 4 | ADMINISTRATIVE ANALYST | 41 | 5588 6792 | 1 | HOUSING MANAGER | 49 | 6808 8275 |
| 5 | ADMINISTRATIVE SECRETARY | 29 | 4155 5050 | 1 | HUMAN RESOURCES ANALYST | 41 | 5588 6792 |
| 1 | AIRPORT DIRECTOR | 60 | 8933 10858 | 1 | HUMAN RESOURCES OFFICER | 58 | 8502 10335 |
| 1 | AIRPORT MAINTENANCE LEAD WORKER | 28 | 4053 4927 | 1 | HUMAN RESOURCES SPECIALIST | 35 | 4818 5857 |
| 1 | AIRPORT MAINTENANCE SUPERVISOR | 37 | 5062 6153 | 1 | HUMAN RESOURCES TECHNICIAN | 27 | 3955 4807 |
| 8 | AIRPORT MAINTENANCE WORKER | 18 | 3166 3849 | 1 | LEAD MECHANIC | 32 | 4474 5438 |
| 3 | AIRPORT OPERATIONS OFFICER | 23 | 3583 4355 | 1 | LINE LOCATOR | 25 | 3764 4575 |
| 1 | AIRPORT OPERATIONS SUPERVISOR | 37 | 5062 6153 | 10 | MAINTENANCE LEAD WORKER | 28 | 4053 4927 |
| 1 | AIRPORT SPECIALIST | 35 | 4818 5857 | 36 | MAINTENANCE WORKER | 18 | 3166 3849 |
| 1 | ANIMAL CONTROL DISPATCHER | 21 | 3410 4145 | 1 | MANAGEMENT TECHNICIAN | 29 | 4155 5050 |
| 1 | ANIMAL CONTROL LEAD OFFICER | 28 | 4053 4927 | 1 | MARKETING TECHNICIAN | 29 | 4155 5050 |
| 4 | ANIMAL CONTROL OFFICER | 24 | 3672 4464 | 1 | MECHANIC | 23 | 3583 4355 |
| 3 | ASSISTANT ENGINEER II | 45 | 6168 7497 | 7 | OFFICE ASSISTANT | 17 | 3089 3755 |
| 1 | ASSISTANT CITY CLERK | 35 | 4818 5857 | 1 | PARKS COORDINATOR | 39 | 5318 6465 |
| 2 | ASSISTANT CITY MANAGER | | 16272 16780 | 1 | PUBLIC INFORMATION OFFICER | 58 | 8502 10335 |
| 6 | ASSISTANT ENGINEER I | 41 | 5588 6792 | 1 | PUBLIC WORKS & WATER DIRECTOR | 60 | 8933 10858 |
| 2 | ASSISTANT PLANNER | 37 | 5062 6153 | 4 | PUBLIC WORKS INSPECTOR | 35 | 4818 5857 |
| 1 | ASSISTANT TO THE CITY MANAGER | 58 | 8502 10335 | 2 | PUBLIC WORKS MANAGER | 49 | 6808 8275 |
| 2 | ASSOCIATE PLANNER | 44 | 6017 7314 | 1 | PUBLIC WORKS SPECIALIST | 35 | 4818 5857 |
| 1 | BILLING TECHNICIAN | 28 | 4053 4927 | 2 | PUBLIC WORKS SUPERVISOR | 37 | 5062 6153 |
| 3 | BUILDING INSPECTOR | 35 | 4818 5857 | 1 | PUBLIC WORKS TECHNICIAN | 29 | 4155 5050 |
| 1 | BUILDING MANAGER | 49 | 6808 8275 | 1 | RECORDS MANAGEMENT COORDINATOR | 36 | 4939 6003 |
| 1 | BUILDING/FIRE OFFICIAL | 60 | 8933 10858 | 1 | RECREATION MANAGER | 49 | 6808 8275 |
| 1 | BUYER | 33 | 4586 5574 | 1 | RECREATION PROGRAMS SPECIALIST | 30 | 4259 5176 |
| 0 | CHIEF FINANCIAL OFFICER | 62 | 9385 11407 | 2 | RECREATION SUPERVISOR | 37 | 5062 6153 |
| 1 | CITY CLERK | 60 | 8933 10858 | 1 | RECYCLING SPECIALIST | 30 | 4259 5176 |
| 1 | CITY ENGINEER | 64 | 9860 11985 | 1 | SCADA COORDINATOR | 42 | 5727 6962 |
| 1 | CITY LIBRARIAN | 40 | 5451 6626 | 14 | SECRETARY | 21 | 3410 4145 |
| 1 | CITY MANAGER | | 22247 | 6 | SENIOR ACCOUNT CLERK | 24 | 3672 4464 |
| 1 | CITY PLANNER | 60 | 8933 10858 | 1 | SENIOR ADMINISTRATIVE ANALYST | 47 | 6480 7876 |
| 1 | CITY SURVEYOR | 50 | 6978 8482 | 2 | SENIOR CIVIL ENGINEER | 55 | 7895 9597 |
| 1 | CODE ENFORCEMENT MANAGER | 49 | 6808 8275 | 1 | SENIOR ENGINEERING & GIS TECHNICIAN | 33 | 4586 5574 |
| 8 | CODE ENFORCEMENT OFFICER | 35 | 4818 5857 | 2 | SENIOR EQUIPMENT OPERATOR | 27 | 3955 4807 |
| 1 | CODE ENFORCEMENT OFFICIAL | 58 | 8502 10335 | 1 | SENIOR HUMAN RESOURCES TECHNICIAN | 31 | 4365 5306 |
| 1 | COMMUNITY RELATIONS COORDINATOR | 37 | 5062 6153 | 2 | SENIOR MAINTENANCE LEAD WORKER | 32 | 4474 5438 |
| 1 | COMMUNITY SERVICES TECHNICIAN | 27 | 3955 4807 | 1 | SENIOR AIRPORT MAINTENANCE WORKER | 22 | 3495 4248 |
| 1 | CROSS CONNECTION COORDINATOR | 32 | 4474 5438 | 19 | SENIOR MAINTENANCE WORKER | 22 | 3495 4248 |
| 1 | CROSS CONNECTION TECHNICIAN | 29 | 4155 5050 | 7 | SENIOR MECHANIC | 29 | 4155 5050 |
| 1 | CUSTOMER SERVICE LEAD REPRESENTATIVE | 28 | 4053 4927 | 2 | SENIOR PLAN CHECKER | 42 | 5727 6962 |
| 12 | CUSTOMER SERVICE REPRESENTATIVE | 20 | 3327 4044 | 1 | SENIOR PLANNER | 50 | 6978 8482 |
| 1 | DEPUTY CITY CLERK | 27 | 3955 4807 | 2 | SENIOR TRAFFIC SIGNAL MAINTENANCE TECHNICIAN | 33 | 4586 5574 |
| 1 | DIRECTOR OF COMMUNITY SERVICES | | 10969 | 1 | SENIOR WATER DISTRIBUTION LEAD WORKER | 36 | 4939 6003 |
| 1 | DIRECTOR OF DEVELOPMENT | | 12615 | 6 | SENIOR WATER DISTRIBUTION WORKER | 23 | 3583 4355 |
| 1 | ECONOMIC DEVELOPMENT DIRECTOR | 62 | 9385 11407 | 1 | SENIOR WATER SUPPLY LEAD OPERATOR | 38 | 5189 6307 |
| 3 | ECONOMIC DEVELOPMENT SPECIALIST | 35 | 4818 5857 | 10 | SENIOR WATER SUPPLY OPERATOR | 29 | 4155 5050 |
| 1 | ECONOMIC DEVELOPMENT TECHNICIAN | 29 | 4155 5050 | 1 | SIGN TECHNICIAN | 24 | 3672 4464 |
| 2 | ELECTRIC DISTRIBUTION SPECIALIST | 33 | 4586 5574 | 1 | SURVEY TECHNICIAN | 28 | 4053 4927 |
| 1 | ELECTRICAL TECHNICIAN | 33 | 4586 5574 | 4 | SWEeper OPERATOR | 24 | 3672 4464 |
| 1 | ELECTRICIAN | 33 | 4586 5574 | 4 | TECHNOLOGY COORDINATOR | 39 | 5318 6465 |
| 1 | EMERGENCY MANAGEMENT COORDINATOR | 45 | 6168 7497 | 1 | TECHNOLOGY MANAGER | 50 | 6978 8482 |
| 1 | ENGINEERING LEAD WORKER | 28 | 4053 4927 | 1 | TECHNOLOGY OFFICER | 60 | 8933 10858 |
| 1 | ENGINEERING SPECIALIST | 38 | 5189 6307 | 4 | TECHNOLOGY TECHNICIAN | 27 | 3955 4807 |
| 1 | ENVIRONMENTAL PROGRAMS MANAGER | 49 | 6808 8275 | 1 | TRAFFIC ENGINEERING SPECIALIST | 41 | 5588 6792 |
| 1 | ENVIRONMENTAL PROGRAMS SPECIALIST | 35 | 4818 5857 | 1 | TRAFFIC MAINTENANCE SUPERVISOR | 40 | 5451 6626 |
| 4 | EQUIPMENT OPERATOR | 24 | 3672 4464 | 2 | TRAFFIC SIGNAL MAINTENANCE TECHNICIAN | 28 | 4053 4927 |
| 1 | EXECUTIVE ASSISTANT TO THE CITY MANAGER | 37 | 5062 6153 | 1 | UTILITY DISTRIBUTION SUPERVISOR | 37 | 5062 6153 |
| 1 | FACILITIES COORDINATOR | 39 | 5318 6465 | 3 | WAREHOUSE TECHNICIAN | 23 | 3583 4355 |
| 1 | FINANCE ANALYST | 47 | 6480 7876 | 2 | WATER CONSERVATION SPECIALIST | 30 | 4259 5176 |
| 1 | FINANCE COORDINATOR | 39 | 5318 6465 | 1 | WATER CONSERVATION SUPERVISOR | 37 | 5062 6153 |
| 3 | FINANCE MANAGER | 50 | 6978 8482 | 6 | WATER DISTRIBUTION LEAD WORKER | 28 | 4053 4927 |
| 1 | FINANCE SPECIALIST | 35 | 4818 5857 | 2 | WATER DISTRIBUTION SUPERVISOR | 39 | 5318 6465 |
| 3 | FINANCE SUPERVISOR | 40 | 5451 6626 | 15 | WATER DISTRIBUTION WORKER | 19 | 3246 3945 |
| 5 | FINANCE TECHNICIAN | 29 | 4155 5050 | 2 | WATER MANAGER | 50 | 6978 8482 |
| 1 | FLEET SUPERVISOR | 40 | 5451 6626 | 1 | WATER QUALITY SPECIALIST | 30 | 4259 5176 |
| 1 | GAS DISTRIBUTION COORDINATOR | 39 | 5318 6465 | 1 | WATER SUPPLY LEAD OPERATOR | 32 | 4474 5438 |
| 1 | GIS ANALYST ENG/PW | 41 | 5588 6792 | 1 | WATER SUPPLY SUPERVISOR | 42 | 5727 6962 |

354 NUMBER OF AUTHORIZED POSITIONS

Salary and Benefits (cont.)

TABLE OF COMPENSATION - MONTHLY

Effective 7-2-16 Includes COLA of 1.7%

| Range | Hourly | STEP 1 | STEP 2 | STEP 3 | STEP 4 | STEP 5 |
|-------|--------|-----------|-----------|-----------|-----------|-----------|
| 1 | 13.34 | 2081 | 2185 | 2294 | 2409 | 2529 |
| 2 | 13.67 | 2133 | 2240 | 2352 | 2469 | 2593 |
| 3 | 14.02 | 2186 | 2296 | 2410 | 2531 | 2658 |
| 4 | 14.37 | 2241 | 2353 | 2471 | 2594 | 2724 |
| 5 | 14.72 | 2297 | 2412 | 2532 | 2659 | 2792 |
| 6 | 15.09 | 2354 | 2472 | 2596 | 2726 | 2862 |
| 7 | 15.47 | 2413 | 2534 | 2661 | 2794 | 2933 |
| 8 | 15.86 | 2474 | 2597 | 2727 | 2864 | 3007 |
| 9 | 16.25 | 2535 | 2662 | 2795 | 2935 | 3082 |
| 10 | 16.66 | 2599 | 2729 | 2865 | 3009 | 3159 |
| 11 | 17.08 | 2664 | 2797 | 2937 | 3084 | 3238 |
| 12 | 17.50 | 2730 | 2867 | 3010 | 3161 | 3319 |
| 13 | 17.94 | 2799 | 2939 | 3086 | 3240 | 3402 |
| 14 | 18.39 | 2869 | 3012 | 3163 | 3321 | 3487 |
| 15 | 18.85 | 2940 | 3087 | 3242 | 3404 | 3574 |
| 16 | 19.32 | 3014 | 3165 | 3323 | 3489 | 3663 |
| 17 | 19.80 | 3089 | 3244 | 3406 | 3576 | 3755 |
| 18 | 20.30 | 3166 | 3325 | 3491 | 3666 | 3849 |
| 19 | 20.81 | 3246 | 3408 | 3578 | 3757 | 3945 |
| 20 | 21.33 | 3327 | 3493 | 3668 | 3851 | 4044 |
| 21 | 21.86 | 3410 | 3580 | 3759 | 3947 | 4145 |
| 22 | 22.41 | 3495 | 3670 | 3853 | 4046 | 4248 |
| 23 | 22.97 | 3583 | 3762 | 3950 | 4147 | 4355 |
| 24 | 23.54 | 3672 | 3856 | 4049 | 4251 | 4464 |
| 25 | 24.13 | 3764 | 3952 | 4150 | 4357 | 4575 |
| 26 | 24.73 | 3858 | 4051 | 4254 | 4466 | 4689 |
| 27 | 25.35 | 3955 | 4152 | 4360 | 4578 | 4807 |
| 28 | 25.98 | 4053 | 4256 | 4469 | 4692 | 4927 |
| 29 | 26.63 | 4155 | 4362 | 4581 | 4810 | 5050 |
| 30 | 27.30 | 4259 | 4472 | 4695 | 4930 | 5176 |
| 31 | 27.98 | 4365 | 4583 | 4812 | 5053 | 5306 |
| 32 | 28.68 | 4474 | 4698 | 4933 | 5179 | 5438 |
| 33 | 29.40 | 4586 | 4815 | 5056 | 5309 | 5574 |
| 34 | 30.13 | 4701 | 4936 | 5182 | 5442 | 5714 |
| 35 | 30.89 | 4818 | 5059 | 5312 | 5578 | 5857 |
| 36 | 31.66 | 4939 | 5186 | 5445 | 5717 | 6003 |
| 37 | 32.45 | 5062 | 5315 | 5581 | 5860 | 6153 |
| 38 | 33.26 | 5189 | 5448 | 5720 | 6007 | 6307 |
| 39 | 34.09 | 5318 | 5584 | 5864 | 6157 | 6465 |
| 40 | 34.94 | 5451 | 5724 | 6010 | 6311 | 6626 |
| 41 | 35.82 | 5588 | 5867 | 6160 | 6468 | 6792 |
| 42 | 36.71 | 5727 | 6014 | 6314 | 6630 | 6962 |
| 43 | 37.63 | 5870 | 6164 | 6472 | 6796 | 7136 |
| 44 | 38.57 | 6017 | 6318 | 6634 | 6966 | 7314 |
| 45 | 39.54 | 6168 | 6476 | 6800 | 7140 | 7497 |
| 46 | 40.52 | 6322 | 6638 | 6970 | 7318 | 7684 |
| 47 | 41.54 | 6480 | 6804 | 7144 | 7501 | 7876 |
| 48 | 42.58 | 6642 | 6974 | 7323 | 7689 | 8073 |
| 49 | 43.64 | 6808 | 7148 | 7506 | 7881 | 8275 |
| 50 | 44.73 | 6978 | 7327 | 7693 | 8078 | 8482 |
| 51 | 45.85 | 7153 | 7510 | 7886 | 8280 | 8694 |
| 52 | 47.00 | 7331 | 7698 | 8083 | 8487 | 8911 |
| 53 | 48.17 | 7515 | 7890 | 8285 | 8699 | 9134 |
| 54 | 49.38 | 7703 | 8088 | 8492 | 8917 | 9363 |
| 55 | 50.61 | 7895 | 8290 | 8704 | 9140 | 9597 |
| 56 | 51.88 | 8093 | 8497 | 8922 | 9368 | 9837 |
| 57 | 53.17 | 8295 | 8710 | 9145 | 9602 | 10082 |
| 58 | 54.50 | 8502 | 8927 | 9374 | 9842 | 10335 |
| 59 | 55.86 | 8715 | 9151 | 9608 | 10088 | 10593 |
| 60 | 57.26 | 8933 | 9379 | 9848 | 10341 | 10858 |
| 61 | 58.69 | 9156 | 9614 | 10094 | 10599 | 11129 |
| 62 | 60.16 | 9385 | 9854 | 10347 | 10864 | 11407 |
| 63 | 61.66 | 9619 | 10100 | 10605 | 11136 | 11693 |
| 64 | 63.20 | 9860 | 10353 | 10871 | 11414 | 11985 |

Salary and Benefits (cont.)

SECTION 2. FRINGE BENEFITS - The following is provided as an overview and should not be considered as a complete description of benefits. The fringe benefits are for the City of Victorville full-time employees effective July 1, 2016, unless otherwise specified, through June 30, 2017, shall be:

1. **Annual Vacation Leave** - All full-time employees shall earn annual vacation credits accrued bi-weekly in the beginning of the years listed below and are authorized to accumulate vacation leave credits as follows:

| Years of Full-Time Employment | Annual Vacation Hours Earned | Hours Earned Per Pay Period (26 pay periods per year) | Maximum Vacation Accrual Hours |
|-------------------------------|------------------------------|---|--------------------------------|
| 0-5 | 80 | 3.08 | 160 |
| 6 -10 | 120 | 4.62 | 240 |
| 11-15 | 160 | 6.15 | 280 |
| 16+ | 200 | 7.69 | 320 |

Full-time employees are eligible to use annual leave time as it accrues. Effective January 1, 2012, accruals will be earned every pay period. (See City of Victorville Personnel Rules, Rule X, Sections 1 and 2.)

2. **Sick Leave** – Accrued at the rate of 3.35 hours per pay period for all probationary and full-time employees, for a total of 87 hours per year.

Healthy Workplaces/Healthy Families Act of 2014 Paid Sick Leave – An employee who, on or after July 1, 2015, works in California for 30 or more days within a year from the beginning of employment is entitled to paid sick leave. Paid sick leave accrues at the rate of one hour per every 30 hours worked, paid at the employees’ regular wage rate. Accrual shall begin on the first day of employment. Accruals may be capped at 48 hours or 6 days.

Sick leave yearly payoff continues to be suspended for fiscal year 2016-2017.

Upon completion of five (5) years of continuous service, sick leave payout upon termination is calculated according to the following formula, pursuant to Resolution 09-103:

Salary and Benefits (cont.)

| Sick Leave Accrued as of Date of Termination | Cash Payment of hours of Accrued Sick Leave |
|--|---|
| 240 hours or less | 35% |
| 241 to 320 hours | 40% |
| 321 to 400 hours | 45% |
| 401 to 480 hours | 50% |
| 481 to 560 hours | 55% |
| 561 to 640 hours | 60% |
| 641 to 720 hours | 65% |
| 721 to 800 hours | 70% |
| 801 to 880 hours | 75% |
| 881 to 960 hours | 80% |
| 961 to 1,040 hours | 85% |
| 1,041 to 1,120 hours | 90% |
| 1,121 to 1,200 hours | 95% |
| 1,201 hours and above | 100% |

3. Holidays

| Day | Date | Holiday |
|----------|-------------------|-----------------------------|
| Monday | July 4, 2016 | Independence Day |
| Monday | September 5, 2016 | Labor Day |
| Monday | October 10, 2016 | Columbus Day |
| Thursday | November 24, 2016 | Thanksgiving Day |
| Monday | December 26, 2016 | Christmas Holiday Observed |
| Tuesday | December 27, 2016 | Day After Christmas Holiday |
| Monday | January 2, 2017 | New Year's Holiday Observed |
| Monday | January 16, 2017 | Martin Luther King, Jr. Day |
| Monday | February 20, 2017 | Presidents' Day |
| Monday | May 29, 2017 | Memorial Day |
| | | |
| | | 2 Floating Holidays |

Note: Actual holidays vary each year. Two days in December are designated as permanent Cost of Living Adjustment (COLA) reduction days and applied to the December holiday schedule. Actual COLA reduction days taken are based on individual department needs, and must be taken within 30 days. Days off during the December holidays shall not be prorated for any employee hired after January 1, 2016.

Floating Holidays may be taken in conjunction with another holiday, vacation or sick leave day. No partial holiday may be taken. Floating Holidays may be taken after six months of service.

4. Stability Pay – Canceled

Salary and Benefits (cont.)

- 5. Executive Leave** – Provided to Department Heads, Assistant Department Heads, and other designated staff, based on the City Manager's evaluation of the amount of time worked. Advance written approval by the City Manager is required. (See Administrative Policy D-1.)
- 6. Retirement** – Effective July 1, 2015, the City ceased to pay the 8.0% employee share of contributions to the Public Employees' Retirement System. The City ceased to report the Employer Paid Member Contributions (EPMC) to PERS as special compensation. The City shall participate in the CalPERS replacement benefit plan or equivalent. The City provides all full-time employees 4th level 1959 Survivor's Benefits. For full-time employees hired on or after January 1, 2013, CalPERS contributions will be implemented according to the Public Employees' Pension Reform Act of 2013 (PEPRA) AB 340 and AB 197.
- 7. Fringe** – The amount of \$750 per month is provided by the City for health, dental, and vision coverage for all full-time employees. Married couples who are both full-time employees with the City may utilize the full fringe of \$750 each for family medical, dental and vision. If eligible family members are enrolled, they must be enrolled in the same coverage as elected by the employee. Employees are not required to have dependents covered, unless ordered by the courts. The maximum cash back benefit for employees waiving medical benefits is \$250 per month. Employees may purchase dental and vision coverage with this amount. Any remaining balance may be deposited into a deferred compensation account, flexible spending account, or included as taxable income on their paychecks. Flexible spending accounts are provided for pre-tax deposits to cover expenses for health care and/or dependent day care. The City is responsible for the monthly administrative fee.
- 8. Life insurance** - Group term life insurance and accidental death and dismemberment insurance is paid by the City at the rate of .162 per thousand dollars of base salary and is rounded to the nearest \$1,000. The benefit is one times annual salary, to a maximum of \$250,000.
- 9. Safety shoes** - All employees who are required to wear safety shoes shall receive \$100 reimbursement per fiscal year for purchase of one pair of shoes. Exceptions are governed by Administrative Policy No.G-7.
- 10. Workers' Compensation Program** – Insurance provided by the City for work-related injuries occurring to the employee during the course of employment. (See City of Victorville Personnel Rules, Rule X, Section 4.)
- 11. Unemployment Insurance** – May provide income for the employee if laid off or involuntarily terminated for reasons other than misconduct.
- 12. Uniforms** - Payment for uniform service shall not exceed \$174 per year per employee for those employees required to wear uniforms. Reimbursement to Victorville Municipal Utilities Service employees who maintain their own uniforms, due to specialized uniforms and handling, shall not exceed \$300 per year.
- 13. Tuition Reimbursement** – Available to full-time regular employees, after one year of full-time service. All courses taken for reimbursement must be approved by the Department Head and the Personnel Officer prior to the beginning of the course. Courses eligible for reimbursement must be job related and toward a related degree. Tuition reimbursement will include any associated fees including books, permits and other required fees (excluding shipping costs) up to a maximum of \$3,000 per fiscal

Salary and Benefits (cont.)

year based on prior approval by the Department Head and Personnel Officer. The Tuition Reimbursement program may be suspended if allocated funds are exhausted and/or if the Council chooses not to allocate the funds necessary to continue the program in any particular fiscal year due to budget constraints. (See Tuition Reimbursement Administrative Policy No: B-31)

14. Deferred Compensation – As of January 1, 2016, employees shall be eligible to transfer up to \$18,000 of annual salary per year into a City-approved Deferred Compensation Plan; employees 50 years of age and above are allowed a catch up provision of \$6,000. An additional standard provision is available to employees who are planning on retiring within three years. Under this provision funds not utilized may be contributed the year prior to retirement. Deferred Compensation funds may be accessed through a loan program. A 401(a) Defined Contribution Plan is available for new full-time employees who may elect an employee contribution, under Section 401(a) of the Internal Revenue Code. The plan document allows a 60 day period for the individuals to make an election from the initial date of hire. Pursuant to Federal Regulations, effective December 31, 2009, existing full-time employees may not enroll or modify an existing 401(a) plan.

15. Short-Term Disability (STD) Insurance – Full-time employees shall contribute .65% per \$100 of monthly salary. Employee premiums are post-tax; therefore, benefits will not be taxed upon receipt of payment. Employees may be eligible to receive disability payments after 7 days of missed work, and benefits shall continue for 13 weeks for a qualifying illness or injury. STD pays 60% of employees' weekly base pay, with a minimum of \$50 per week, up to a maximum of \$1,600 per week. Part-time employees are not eligible. (See City of Victorville Personnel Rules, Rule X, Section 12.)

16. Medicare - Employees hired after April 1, 1986, shall contribute 1.45% of their base salary as a matching share of contribution to provide Medicare coverage, available upon retirement, based on Social Security Administration guidelines.

17. Employee Assistance Program – The City provides for a confidential counseling program for employees and eligible dependents.

18. Long-Term Disability – The City provides coverage for full-time employees after 90 days of disability. The City's premium is \$.780 per \$100 of monthly salary and covers 66.67% of employees' monthly salary. Minimum of \$50 per month to a maximum of \$5,000 per month.

19. Retirement Medical Coverage - The City shall be responsible for retirees' (beginning with eight years of service) medical insurance premium as follows:

| Years of Service | 25 + | 20-24 | 15-19 | 8-14 |
|------------------|------|-------|-------|------|
| City Paid | 100% | 75% | 50% | 25% |

For early retirees under age 65 - Payment is based on the single-party rate of the HMO medical plans available, not to exceed \$750 per month.

For retirees age 65 and over – Payment is based on available Medicare Supplemental Plans single-party rate, not to exceed \$750 per month.

Salary and Benefits (cont.)

Retirees age 65 and over must be enrolled with Medicare Part A (Hospital) and Part B (Medical) in order to be eligible for a retiree medical plan offered through the City.

Retirees may continue dental and vision insurance coverage at their own expense.

Retirees must have been previously enrolled, for the prior fiscal year, in the City's medical insurance at time of retirement to be eligible to continue the coverage after retirement.

Effective February 11, 2000, an employee may opt for a one-time pay-off, at the time of retirement, in lieu of monthly medical retirement benefits. This shall be paid on a pro-rated basis, contingent upon years of service described in the chart below.

| Years of Service | 25 + | 20-24 | 15-19 | 8-14 |
|------------------|-------------|-------------|------------|------------|
| City Paid | 100% | 75% | 50% | 25% |
| Pay-off Amount | \$15,475.18 | \$12,379.90 | \$9,284.64 | \$6,190.54 |

These amounts may change annually, based on the CPI applied to the City employees' wages.

20. Executive Physicals – Continue to be suspended for Fiscal Year 2016-2017.

21. Compensatory Time – Employees eligible for compensatory time may accrue such time, up to the limit of 36 hours for full-time employees. Compensatory time may not be earned until 40 hours have been worked in a workweek. Compensatory time earned after 40 hours in a workweek are earned at time and one-half rates. Compensatory time must be used within six months from the date of accrual. It is the employees' choice whether to receive compensatory time or overtime. Part-time employees are not eligible for compensatory time.

22. 36-Hour Week – Full-time employees continue to be furloughed 10% of their work time, resulting in a loss of 10% of their compensation.