

RESOLUTION 2021-46

**RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF IMPERIAL
ESTABLISHING EMPLOYEE BENEFITS FOR UNREPRESENTED EMPLOYEES OF
THE CITY OF IMPERIAL**

WHEREAS, the City Council recognizes that unrepresented employees (“Unrepresented Employees”), which include those in management, supervisory, professional and confidential positions for the City of Imperial (“City”), must provide effective management and leadership to assure efficient City operations and quality public service; and

WHEREAS, there is no formally recognized employee organization which represents Unrepresented Employees; and

WHEREAS, some the Unrepresented Employees are part of the employee organization “Management, Supervisory, Professional, Confidential” (MSPC), an employee group which has not been formally recognized, and other Unrepresented Employees have chosen to represent themselves; and

WHEREAS, the following Unrepresented Employees are part of MSPC:

- Public Services Director,
- Public Services Manager,
- Public Services Foreman
- WWTP Chief Operator,
- WTP Chief Operator,
- Community Development Director,
- Planner,
- Engineer Technician/Inspector,
- Building Inspector,
- Project Manager,
- Community Services Director,
- Recreation Program Coordinator,
- Administrative Services Director,
- Financial Analyst,
- Human Resources Specialist,
- Parks Director,
- Information Technology Director, and
- Information Technology Technician.

WHEREAS, the Unrepresented Employees in the positions of Assistant City Manager and Police Captain are neither members of a formally recognized employee organization nor are they part of MSPC; and

WHEREAS, the City Council desires to establish the benefits to be afforded by the City to all Unrepresented Employees referenced above, including those part of MSPC and those representing themselves; and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. All Unrepresented Employees referenced above shall receive the following benefits:
 - a. A 2.5% cost of living adjustment (COLA) to the fiscal year (FY) 2021-2022 salary schedule and a 2.0% COLA to the FY 2022-2023 salary schedule;
 - b. No merit increases will be provided for FY 2021-2022; merit increases will be provided in FY 2022-2023 on the employee's anniversary date and conditioned on the employee's successful completion of department performance evaluations. (Failure to successfully complete a department performance evaluation will result in no merit increase being provided. Successful completion of a department performance evaluation means a rating of "meets expectations" or higher);
 - c. Health insurance will be provided as follows:
 - i. City will pick up one-hundred percent (100%) of the Employee Only and fifty percent (50%) of the dependent cost of medical, dental, and vision cost for existing plans selected by the employee during open enrollment for plan year(s) 2021-2023.
 - ii. City will pick up monthly cost of up to seven hundred dollars (\$700.00) of those employees who select SIMSA medical and dental plan during open enrollment for plan year(s) 2021-2023.
 - iii. Employees who waive coverage shall be provided the amount of four hundred dollars (\$400.00) per month and be allowed to allocate said funds into a pre-tax health benefit and/or supplemental insurance coverage, and/or 457 deferred compensation account, and/or his or her paycheck as an after-tax benefit;
 - iv. City will pay one hundred percent (100%) of the cost of REACH Life Helicopter Services for employees and members of employee's household; and
 - v. City will pay one hundred percent (100%) of the employee and dependent life insurance.
 - d. A one-time stipend in an amount equal to 5% of the employee's base pay as of June 30, 2020 plus 5% of the employee's base pay as of June 30, 2021. The one-time stipend will be paid during the first full pay period following adoption of this Resolution; and
 - e. Annual administrative leave in the amount of eighty (80) hours.
 - f. Employees shall be eligible for the reimbursement of up to one-thousand five hundred dollars (\$1,500.00) per year for tuition reimbursement and five hundred dollars (\$500.00) for textbooks pending approval of their individual professional development plan by the City Manager's Office;

- g. Employees shall be provided access to SDI at one hundred percent (100%) of employee's cost, pending confirmation by State of California Employment Development Department.
2. In addition to those benefits detailed in Section 1 above, the Unrepresented Employee in the position of Police Captain shall also receive the following benefits as set forth in the Memorandum of Understanding with the Imperial Police Officers' Association adopted by the City Council on July 7, 2021, as though fully set forth herein:
- a. Article X- Safety and Other Equipment Exclusive of Required Uniforms
 - b. Article XI- Uniforms and Uniform allowance
 - c. Article XIII- Employee Leaves
 - A- Sick Leave
 - B- Vacation Leave
 - C- Funeral Leave
 - D- Bereavement Leave
 - E- Jury Duty Leave
 - G- Parental Leave
 - d. Article XIV- Holidays
 - e. Article XV- Replacement/Repair of Employees Personal Property
 - f. Article XVII- Compensation
 - i. Section B: Post Certification
 - ii. Range Master Pay: Employee is eligible to receive a stipend of \$173.64 per pay period until such time as an alternate police officer receives POST Certification or June 30, 2022, whichever occurs first.
 - g. Article XVIII- Retirement
 - h. Article XX- Personnel Files
 - i. Article XXI- Performance Evaluation
 - j. Article XXII- Punitive Action
 - k. Article XXIII- Administrative Appeal Procedure
 - l. Article XXIV- Discipline
 - m. Article XXV- Grievance Procedure
3. In addition to those benefits detailed in Section 1 above, the Unrepresented Employee(s) in the positions of Assistant City Manager, Human Resource Specialist, Administrative Services Director, Financial Analyst, Community Development Director, Planner, Project Manager, Building Inspector, Engineering Technician/Inspector, Community Services Director, Recreation Coordinator, Information Technology Director, Information Technology Technician, Parks Director, Public Services Director, Public Services Manager, and Public Services Foreman shall receive the following benefits as set for in the Memorandum of Understanding with Teamster's Local Union # 542 adopted by the City of Imperial City Council on July 7, 2021, as though fully set forth herein:

- A. Article 8 – Holidays
 - B. Article 9 – Sick Leave
 - C. Article 10 – Vacation, Section 4
 - D. Article 11 – Other Leaves
 - E. Article 13 – Retirement Plan
 - a. Section 1,2,6, and 7
4. In addition to those benefits detailed in Section 1 above, the Unrepresented Employees in the positions of Public Services Director, Public Services Manager, Public Services Foreman, Water Chief Operator, Wastewater Chief Operator, Community Development Director, Project Manager, Building Inspector, Engineering Technician, Parks Director, Information Technology Director, and Information Technology Technician shall also receive the following benefits:
- a. Employee Safety Voucher for boots, safety glasses (ANSI87), work belt, and/or socks up to four-hundred dollars (\$400.00). Products must have ASTM, F2413-11, MI/75, C/75 and/or EH marking inside footwear.
5. In addition to those benefits detailed in Section 1 above, the Unrepresented Employees in the positions of Building Inspector, Human Resource Specialist, Financial Analyst and Recreation Program Coordinator shall also receive the following benefits:
- a. Employees will be eligible to receive bilingual stipend of up to \$50.00 (\$25.00 for Oral Proficiency and \$25.00 for Written Proficiency) per pay period upon becoming certified in a foreign language hereby specified as Spanish, through a city administered exam testing oral and/or written proficiency provided that the position occupied has been “designated” to receive such pay by the City Manager’s Office. In order to be eligible to receive bilingual pay, the use of the identified foreign language must be a necessary part of their daily work activities and for purposes of communicating with the general public.
6. The City Manager or designee are authorized to take those steps required to implement the provisions of this Resolution.

PASSED AND ADOPTED by the City Council of the City of Imperial on the 21st day of July, 2021.

Karin Eugenio, Mayor

ATTEST:

Debra Jackson, City Clerk