CITY OF CITRUS HEIGHTS

CITY COUNCIL STAFF REPORT MEMORANDUM

DATE: July 8, 2026

TO: Mayor and City Council Members
Ashley J. Feeney, City Manager

FROM: Susan Talwar, Administrative Services Director
Melissa Rojas, Human Resources Manager

SUBJECT: **Resolutions Adopting the Memorandums of Understanding for the Citrus Heights Police Officers' Association and the Citrus Heights Police Employees' Association; Amended Salary Table with Cost-of-Living Adjustments and Select Market Equity Adjustments; and Amendments to the Employer Contribution Level for Employee Health Benefits.**

Summary and Recommendation

The most recent Memoranda of Understanding (MOUs) which serve as labor agreements between the Citrus Heights Police Officers' Association (CHPOA), the Citrus Heights Police Employees' Association (CHPEA) and the City of Citrus Heights covered the period October 1, 2023 to June 30, 2026. Pursuant to the City Council's direction, the City's labor negotiation representatives met and conferred with representatives of both the CHPOA and CHPEA in good faith over the past several months concerning successor Memorandums of Understanding. In addition, and in accordance with the City's compensation policy, a comprehensive review, including a total compensation study, was commissioned by a third party expert to evaluate market competitiveness relative to employee retention and recruitment. The findings served to inform recommendations relative to addressing total compensation with select market equity and benefit adjustments for unrepresented employees. The last comprehensive total compensation study the City completed was in 2023.

Staff recommends City Council approve the following:

1) Staff recommends the City Council adopt Resolution No. 2026-___, a Resolution of the City Council of the City of Citrus Heights adopting a Memorandum of Understanding for the Citrus Heights Police Officers' Association.
The CHPOA and City labor representatives have bargained in good faith and reached a tentative agreement regarding a successor MOU on June 25, 2026. The CHPOA voted to ratify the successor MOU on June 26, 2026.

2) Staff recommends the City Council adopt Resolution No. 2026-___, a Resolution of the City Council of the City of Citrus Heights, California, adopting a Memorandum of Understanding for the Citrus Heights Police Employees' Association.
The CHPEA City labor representatives have bargained in good faith and reached tentative agreement regarding a successor MOU on July 1, 2026. The CHPEA voted to ratify the successor MOU on July 3, 2026.

3) Staff recommends the City Council adopt Resolution No. 2026-___, A Resolution of the City Council of the City of Citrus Heights, California, adopting the amended Salary Table, with Cost-of-Living Adjustments and Select Market Equity Adjustments.

4) Staff recommends the City Council adopt Resolution No. 2026-__, A Resolution of the City Council of the City of Citrus Heights, California, Adopting the Amendments to the Employer Contribution Level for Employee Health Benefits.

A MESSAGE FROM CITY MANAGER FEENEY
Aligning Resources and Priorities

At its core, local government is a service organization where dedicated professionals deliver the essential services residents and businesses rely on every day. Our employees are the foundation of that work, and supporting their success is essential to fulfilling the City's mission and advancing the City Council's Strategic Goals and Objectives.

To maintain a competitive workforce, the City periodically commissions independent compensation studies conducted by third-party experts. The 2026 study compared Citrus Heights' compensation with similar public agencies and provides the objective foundation for the recommendations presented in this report. Competitive compensation is one of the City's primary tools for retaining and attracting the talented employees who deliver the reliable, high-quality public services our community depends on.

Our commitment to investing in our people is inseparable from our responsibility to be thoughtful stewards of public resources. Fiscal stewardship means making proactive decisions that align community priorities, service delivery, and available resources to deliver the greatest possible benefit to the community. Across California, local governments are facing growing fiscal pressure as inflation, rising operating costs, and increasing service demands continue to outpace revenue growth. Many communities are now confronting structural budget deficits that require significant core service reductions, deferred maintenance, and other difficult corrective actions. Citrus Heights faces many of the same financial pressures. Sales tax revenues have consistently fallen short of earlier forecasts, property tax growth remains relatively flat, and no significant new revenue sources are on the horizon. At the same time, the cost of delivering the quality public services our community expects continues to increase. As fiscal conditions evolve, the City's compensation strategy must evolve as well. During the 2023–2025 compensation cycle, the City successfully positioned salaries at the market median to strengthen retention and recruitment. This balanced approach means many comparator agencies continue to offer higher

compensation while some offer less, positioning Citrus Heights as competitive without leading the market. Given today's fiscal realities, staff is recommending a more conservative approach to this cycle by positioning salaries within five percent (5%) of the market median; a level that remains competitive and invests in our people while mindful of the City's long-term financial sustainability.

Compensation recommendations cannot be considered in isolation. To responsibly accommodate these proposed recommendations within the City's long-term financial plan, staff undertook a comprehensive review of the City's service delivery model. The review was guided by the same principles reflected throughout the City's budget preparation and adoption: preserving core services, improving organizational efficiency, prioritizing investments that deliver the greatest community value, and ensuring limited public resources are directed where they have the greatest impact. Programs, organizational structures, staffing models, and service delivery approaches were evaluated to identify opportunities to create capacity for these recommendations while maintaining the City's fiscal prudence. The recommendations presented in this report extend well beyond compensation and into a broader organizational strategy and ongoing commitment to align community priorities, service delivery, and finite available resources. This strategy is intended to address today's fiscal challenges, but preserving core services and maintaining long-term financial sustainability will require continued fiscal discipline, thoughtful decision-making, and a willingness to adapt as economic conditions evolve.

Every service the City provides begins with the people who deliver it. Every day, City employees bring professionalism, expertise, and a commitment to public service that improves the quality of life for our community. I am sincerely grateful for our staff's dedication and the work they do on behalf of our residents, businesses, and visitors. Our responsibility is to support our workforce while serving as responsible stewards of the public's trust and resources. These recommendations reflect that commitment by balancing investments in our employees with the City's long-term financial sustainability. By aligning resources with community priorities, these recommendations help position Citrus Heights to continue delivering core public services while preserving the flexibility to respond to future opportunities and challenges.

Executive Summary

The City of Citrus Heights runs an efficient staffing model that relies on skilled, productive, effective staff that have experience in their field. Across all disciplines, it is important to retain and attract well-qualified employees to address complex work that can have major consequences if not executed properly. Effective retention and recruitment is a key endeavor and goal relative to achieving efficient service delivery models. Highly qualified employees are important to ensuring work is executed in an efficient manner with high standards of service delivery.

In addition to service delivery, effective retention and recruitment are essential to responsible financial management. There is considerable cost relative to recruitment, backgrounds and medical clearances, and the staff resources needed to onboard and train a new employee. For

instance, the cost to hire a new police officer includes a six-month paid academy and approximately one year of field training. An entry-level police officer is not able to work on their own until approximately one year after their hire date.

In effort to minimize future pension liability costs, a fiscally prudent strategy of increasing medical contribution rates was deployed to help increase total compensation versus looking at solving predominantly with salary which would significantly increase future pension liability. This also helps address the concerns about growing medical employee contribution costs that have occurred over the years. After addressing the medical contribution rate (which helped bring many positions up to median), select market equity adjustments are recommended to ensure positions do not fall more than 5% below the labor market median. A cost-of-living increase equal to the April 12-month Consumer Price Index (CPI) of three and eight-tenths (3.8%) percent for all employee classifications is also recommended.

The City's financial model has included cost-of-living adjustments in the forecast. The compounding effect of budgeting the compensation adjustments associated with bringing all positions to within 5% of market median of comparable agencies requires a careful examination of the organization and core service delivery to ensure the fiscal impact of the recommended adjustments are accounted for. With the structural reorganization described below and the elimination of the associated positions, the proposed budget adjustments still maintain reserve balances well above the City Council minimum reserve policy when applied to the Long Range Financial Model. Keeping up with cost of living adjustments in the future will help ensure that the City does not fall into a position where adjustments to this depth are needed to stay competitive in the marketplace.

This week, the City implemented a structural reorganization to maximize operational efficiencies while better aligning operational responsibilities and provided new supervisory clarity. Under this reorganization, Animal Services will transition from the Police Department to the General Services Department, where existing operational infrastructure more effectively supports its community centered programs. One existing Police Services Manager position will be reclassified to a Police Communications Manager to more appropriately align the classification with the scope and responsibilities of the job and organizational needs. Additionally, as part of the organizational adjustments, a Community Services Officer was reclassified to Program Technician, reflecting evolving departmental needs. Within the Police Department, the Records Unit and the Code Enforcement Unit will each report to separate Police Lieutenants, ensuring focused oversight and improved workflow management. These changes eliminate the operational need for the non-sworn, professional staff positions of the Police Services Supervisor and Police Services Manager classifications. Accordingly, three positions have been eliminated and will be removed from the authorized Full Time Employee count.

In addition to the organizational realignments described above, the City must also respond to the reality that forecasted revenues are not keeping pace with the rising cost of delivering public services. As part of its fiscal stewardship approach, the City must prioritize core service delivery, ensuring finite resources remain focused on the functions residents rely upon most. Within the

Police Department, patrol operations and investigations represent core public safety services. A dedicated traffic enforcement team provides value to the community but is considered an enhanced service level beyond the Department's core operational responsibilities. As the City works to remain competitive in attracting and retaining the workforce needed to deliver essential public services, rising personnel costs and constrained revenue growth require careful prioritization of available resources.

Accordingly, the Police Department Traffic Unit will be eliminated. The officers currently assigned to the Traffic Unit will be reassigned to Patrol to strengthen core service delivery. Four vacant Police Officer positions will be eliminated from the authorized staffing plan, and the reassigned Police Sergeant will support patrol operations through the end of the calendar year. Thereafter, both the Traffic Sergeant position and one Police Lieutenant position will be eliminated through attrition as future vacancies occur, avoiding the need for a reduction in force among sworn personnel and reducing the authorized staffing plan accordingly.

Collectively, these organizational changes improve operational efficiency, align staffing resources with the City's highest service priorities, and reduce the compounding effect of personnel costs on the City's long-term financial outlook. These adjustments represent approximately 4% of the City's 215 FTE budgeted positions. By proactively managing staffing levels through organizational restructuring and attrition, the City avoids a structural deficit, preserves financial flexibility, protects reserves, and strengthens its ability to respond to future community needs.

Staff is recommending approval of the successor Memorandums of Understanding (MOUs) with the Citrus Heights Police Officers' Association (CHPOA) and the Citrus Heights Police Employees' Association (CHPEA), adoption of an updated Salary Schedule reflecting cost-of-living and market equity adjustments, and revisions to the City's employer health benefit contribution levels.

Fiscal Impact

To implement the proposed compensation adjustments for unrepresented employees, CHPOA, and CHPEA, staff is recommending a General Fund budget amendment of $1.11 million in FY 2026/27. These costs include negotiated and proposed salary adjustments, medical benefit increases, and an additional 1.3% COLA to the budgeted 2.5% (total 3.8%) for FY 2026/27. Staff has incorporated these compensation costs, along with the fiscal impacts of the proposed organizational restructuring, into the Long Range Financial Forecast while maintaining the City's minimum target reserve levels. Assuming all authorized unrepresented positions are filled, the cost to implement the proposed salary and medical adjustments for unrepresented employees is $805,265 in FY 2026/27 and $1.19 million in FY 2027/28. The estimated cost of implementing the CHPOA Memorandum of Understanding is $966,787 in FY 2026/27 and $1.45 million in FY 2027/28. The estimated cost of implementing the CHPEA Memorandum of Understanding is $242,469 in FY 2026/27 and $388,289 in FY 2027/28.

To help offset these increased personnel costs, the proposed organizational restructuring is expected to generate an expenditure savings of $974,645 in FY 2026/27 and $1.24 million in FY 2027/28. These savings reduce the ongoing fiscal impact of the compensation adjustments by eliminating or restructuring positions and improving organizational efficiencies. As a result, the City is able to implement market equity, cost-of-living, and benefit adjustments, maintaining a competitive position in the regional market while preserving long-term financial sustainability and maintaining its minimum General Fund reserve targets.

Background

Employee compensation is periodically reviewed to ensure the City remains competitive in attracting and retaining highly qualified employees while maintaining long-term fiscal responsibility. Compensation adjustments may result from negotiated Memoranda of Understanding (MOUs), total compensation studies, labor market analyses, organizational needs, or City Council policy direction.

Compensation for represented employees is established through the collective bargaining process and memorialized in negotiated MOUs. Compensation for unrepresented employees is established by the City Council upon recommendation of the City Manager and is typically reviewed following completion of negotiations with the City's recognized bargaining units to maintain market competitiveness and appropriate internal salary relationships.

The City's Salary Schedule is the official public record establishing the salary range assigned to each authorized classification. The Salary Schedule is separate from MOUs, employment agreements, compensation plans, or personnel policies, which establish the terms and conditions under which employees are compensated. While those actions authorize compensation changes, they do not, by themselves, amend the City's official Salary Schedule.

Following approval of compensation adjustments, the Salary Schedule must be updated to accurately reflect the authorized salary ranges for each classification. California Code of Regulations, Title 2, section 570.5 requires CalPERS contracting agencies to maintain a publicly available pay schedule that identifies each classification, its corresponding salary or salary range, applicable time base, effective date, and that has been duly approved and adopted by the agency's governing body. Adoption of the revised Salary Schedule is therefore necessary to implement the approved compensation actions, ensure compliance with CalPERS compensation reporting requirements, and maintain the City's official record of authorized salary ranges.

Analysis

Memorandum of Understanding between Citrus Heights Police Officers' Association (CHPOA) and the City of Citrus Heights

The CHPOA is the exclusive collective bargaining representative for the City's Sworn Police Officer and Police Sergeant classifications. The City and CHPOA representatives began the meet

and confer process in April for the purpose of agreeing to a successor MOU. The City's labor negotiation representatives met and conferred in good faith with the Association's representatives on numerous occasions to respond to proposals and present counter-proposals. On June 25, 2026, the parties reached agreement on the provisions of a successor MOU which was subsequently voted on and ratified by the Association's members on June 26, 2026.

The following is a summary of the changes incorporated into the successor MOU:

- Term: July 1, 2026 – June 30, 2028

- Salaries:

    - Effective July 12, 2026, or the first full pay period after adoption of the Memorandum of Understanding, whichever is later:

        - 3.8% COLA for all represented classifications; and
        - Market equity adjustments to bring classifications within 5% of market median:
            a. Police Officer – 1.77%
            b. Police Sergeant – 1.08%

    - Effective the first full pay period following July 1, 2027, COLA between two and three percent (2% - 3%) based on April 12-month CPI-U San Francisco/San Jose/Hayward for all members.

- City Medical Plan Contribution – Effective August 1, 2026:

    - Employee Only – up to $1,150 per month
    - Employee Plus One – up to $2,350 per month
    - Employee Plus Two or More – up to $ 3,050 per month

- Various Non-Economic Contract Provision Updates:

    - Section 10.3 - Internal Affairs
    - Section 11.2 – Overtime
    - Sections 13.3 – 13.6 – Specialty Assignment Pay
    - Section 14.1 – Court Standby
    - Article 21 – Personnel Files
    - Section 23.1 – Annual Leave
    - Article 26 – On Duty Workout Program

Staff recommend ratification of the successor MOU by the City Council. If approved, the salary adjustments effective July 12, 2026, have been incorporated into the updated Salary Schedule.

Memorandum of Understanding between Citrus Heights Police Employees' Association (CHPEA) and the City of Citrus Heights

The CHPEA is the exclusive collective bargaining representative for the City's non-sworn police specific classifications of Community Services Officer, Crime Scene/Property and Evidence Specialist, Police Records Assistant, Police Dispatcher, Police Crime Analyst, Code Enforcement Officer, and Animal Services Officer. The City and CHPEA representatives began the meet and confer process in April for the purpose of agreeing to a successor MOU. The City's labor negotiation representatives met and conferred in good faith with the Association's representatives on numerous occasions to respond to proposals and present counter-proposals. On July 1, 2026, the parties reached agreement on the provisions of a successor MOU which was subsequently voted on and ratified by the Association's members on July 3, 2026.

The following is a summary of the changes incorporated into the successor MOU:

- Term: July 1, 2026 – June 30, 2030

- Salaries:

    - Effective July 12, 2026, or the first full pay period after adoption of the Memorandum of Understanding, whichever is later:

        - 3.8% COLA for all represented classifications; and
        - Market equity adjustments to bring classifications within 5% of market median:
            a. Community Services Officer I/II/Senior – 0.77%
            b. Crime Scene/Property Evidence Specialist I/II/Senior – 0.77%
            c. Police Crime Analyst – 1.11%

    - Effective the first full pay period following July 1, 2027, COLA between two and four percent (2% - 4%) based on April 12-month CPI-U San Francisco/San Jose/Hayward for all members.

    - LIMITED REOPENER: Prior to July 1, 2028, the City and the Association agree to meet and confer regarding: (1) Section 11.4 (Salary Adjustments), as it specifically relates to potential Market Equity adjustments; and (2) Section 25.1 (Health Benefit), as it specifically relates to the City's maximum contribution to an employee's health plan.

    - Effective the first full pay period following July 1, 2028, COLA between two and four percent (2% - 4%) based on April 12-month CPI-U San Francisco/San Jose/Hayward for all members.

  - Effective the first full pay period following July 1, 2029, COLA between two and four percent (2% - 4%) based on April 12-month CPI-U San Francisco/San Jose/Hayward for all members.

- City Medical Plan Contribution – Effective August 1, 2026:

  - Employee Only – up to $1,150 per month
  - Employee Plus One – up to $2,350 per month
  - Employee Plus Two or More – up to $ 3,050 per month

- In-Lieu of Medical Plan – Effective August 1, 2026:

  - If an employee has proof of qualifying outside health insurance coverage, provide $800 per month ($600 plus $200 to an employee's Health Reimbursement Arrangement (HRA) or deferred compensation account).

- Various Non-Economic Contract Provision Updates:

  - Article 11 – Overtime (cleanup language)
  - Article 13 – Special Compensation (cleanup language)
  - Article 14 – Education (cleanup language)

Staff recommend ratification of the successor MOU by the City Council. If approved, the salary adjustments effective July 12, 2026, have been incorporated into the updated Salary Schedule.

Unrepresented Employees

A competitive compensation program is essential to retaining and attracting highly qualified employees, maintaining organizational stability, and ensuring the continued delivery of high-quality public services. The City's compensation philosophy is founded on three guiding principles: fiscal sustainability, internal equity, and market competitiveness. Historically, the City has targeted total compensation at approximately the median of its established labor market. Because labor market conditions, economic factors, and employee benefit costs continually evolve, the City's compensation program is periodically evaluated to ensure it remains aligned with these principles. The last total compensation review was completed in 2023.

Staff recently completed a comprehensive review of the City's compensation program, including an analysis of labor market conditions, recruitment and retention trends, internal salary relationships, and the City's long-term financial outlook. Based on this review, staff recommends adoption of a four-year compensation plan for unrepresented employees. In developing the recommendation, staff considered several factors, including:

- Results of the City's total compensation survey;
- Recruitment and retention data, including employee turnover and vacancy rates;

- Internal salary equity among classifications;
- Forecasted revenues and long-term financial sustainability;
- Regional economic conditions and inflationary pressures; and
- The compensation provisions contained in recently negotiated Memoranda of Understanding with the City's bargaining units.

Total Compensation Survey and the City's Target Market Positioning

To evaluate the City's market position, the City retained Bryce Consulting, Inc. ("Bryce Consulting") to conduct an external labor market total compensation survey. Bryce Consulting was formed in July 1995 to provide human resources consulting services to public, private, and non-profit clients and is considered an expert in the industry. The City's identified labor market is comprised of agencies that compete for the same labor pool while also sharing similar organizational characteristics. The typical elements used to determine the labor market include, but are not limited to, geographic labor market, population served, organization size, services provided, labor market competition, economic characteristics, classification comparability, governance structure, and historical comparator agencies. For 2026, the City's labor market consisted of: City of Davis, City of Folsom, City of West Sacramento, City of Rancho Cordova, City of Rocklin, and City of Woodland, City of Roseville, City of Elk Grove, City of Sacramento, and County of Sacramento.

The comprehensive total compensation survey evaluated: base pay, deferred compensation employer contributions, education and certification pay, longevity pay, health, dental, vision, life insurance, and long-term disability employer contributions, retirement health savings employer contributions, social security (FICA and Medicare) employer contributions, minus employer retirement costs paid by employees. Position comparability was verified through review of job descriptions and organizational information.

In accordance with industry best practices, the survey included benchmark classifications that represent the journey-level positions within each major occupational group. Benchmark classifications are positions that are common among comparable agencies and can be reliably matched based on duties, responsibilities, and minimum qualifications. Because not every City classification has a direct counterpart in the labor market, compensation studies do not typically survey every position. Rather, the benchmark classifications serve as the foundation for evaluating market competitiveness, while the remaining classifications are aligned through the City's established internal compensation structure to preserve appropriate salary relationships, promotional differentials, and organizational equity.

The survey results were evaluated using the City's compensation philosophy of maintaining total compensation within five percent of the median of the identified labor market. The analysis also incorporated the City's proposed increase to its employer contribution toward employee health insurance, recognizing that employer-paid benefits are a component of total compensation. After accounting for the enhanced medical contribution and applying the City's five percent market objective, some benchmark classifications were within the City's desired competitive range,

while others fell below this threshold. The benchmark classifications that are below the City's targeted market positioning, are as follows:

Classification	% Below Target Market Positioning
Maintenance Worker I	-7.25%
General Services Director	-6.38%
Administrative Services Director	-6.21%
Community Development Director	-5.79%
Chief Building Official	-3.78%
Administrative Assistant	-3.68%
Economic Development and Community Engagement Director	-2.50%
Human Resources Manager	-2.40%
Information Technology Analyst II	-2.26%
Police Commander	-1.81%
Building Inspector II	-1.77%
Construction Maintenance Inspector II	-1.49%
Information Technology Manager	-1.04%
Police Lieutenant	-0.81%
Associate Civil Engineer	-0.28%

As a result, staff recommends providing market equity adjustments for these benchmark classifications. Although only benchmark classifications were directly compared to the external labor market, staff reviewed all City classifications during the development of the recommended compensation plan. Non-benchmark classifications were evaluated relative to the benchmark positions using established internal compensation relationships, classification hierarchy, scope of responsibility, supervisory structure, and career progression to ensure the recommendations maintain both external competitiveness and internal equity. Those classifications that are aligned to the benchmark classifications will also receive the recommended market equity adjustments.

Cost-of-Living Adjustment (COLA)

In addition to market equity adjustments, staff also recommends providing an annual cost-of-living adjustment (COLA) of 3.8% for all eligible unrepresented classifications, which is intended to recognize and address inflationary changes as measured by the April 12-month percent changes to the Consumer Price Index for All Urban Consumers (CPI-U) for San Francisco-Oakland-Hayward. Table 1 illustrates the April 2026 CPI-U increased overall by 3.8% over the last 12 months:

Table 1

Table A. San Francisco-Oakland-Hayward, CA, CPI-U 2-month and 12-month percent changes, all items index, not seasonally adjusted

Month	2022		2023		2024		2025		2026	
	2-month	12-month	2-month	12-month	2-month	12-month	2-month	12-month	2-month	12-month
February	1.4	5.2	1.8	5.3	1.5	2.4	1.8	2.7	1.3	2.5
April	1.5	5.0	0.4	4.2	1.8	3.8	0.4	1.3	1.7	3.8
June	1.7	6.8	0.5	2.9	-0.1	3.2	0.2	1.5		
August	-0.5	5.7	0.0	3.4	-0.5	2.7	0.4	2.5		
October	1.0	6.0	0.3	2.8	0.0	2.4	-	-		
December	-0.3	4.9	-0.4	2.6	-0.4	2.4	-	3.0		

Note: The October 2025 data values are not available due to the 2025 lapse in appropriations

City Medical Plan Contribution

Health insurance premiums have increased by approximately 30% since the last comprehensive review, while the City's employer contribution has remained unchanged, resulting in a decline in the City's total compensation position relative to the market. As such, staff recommends an increase to the City's maximum contribution to the medical plan, as follows:

- Employee only – up to $1,150 per month *(currently: $925)*
- Employee Plus One – up to $2,350 per month *(currently: $1,850)*
- Employee Plus Two or More – up to $ 3,050 per month *(currently: $2,375)*

Contributions for benefit-eligible part-time employees are pro-rated on the assigned benefit tier (e.g., 50%, 75%) in accordance with current city policy.

If an employee has proof of qualifying outside health insurance coverage, the City currently provides a medical plan opt-out benefit of $700 per month ($600 plus $100 to an employee's Health Reimbursement Arrangement (HRA) or deferred compensation account). To remain competitive, staff recommends increasing this amount to $800 per month ($600 plus $200 to an employee's Health Reimbursement Arrangement (HRA) or deferred compensation account). These increases will apply to both unrepresented and CHPEA employee groups, while POA employees will receive a maximum contribution of $700 per month consistent with the MOU their membership approved.

Together, the recommended adjustment of the City's target market positioning, cost-of-living adjustments, market equity increases, and health insurance contribution and medical plan opt-out adjustments support the City's long-standing compensation philosophy of maintaining a fiscally sustainable, internally equitable, and market-competitive total compensation program. In addition, these recommendations for unrepresented employees are consistent with the salary and benefit adjustments provided to represented employees.

Temporary, Seasonal, Extra-Help, and On-Call Classifications

Temporary, seasonal, extra-help and on-call classifications are typically set to State of California minimum wage and/or internally aligned to other classifications (i.e., a percentage above, a

percentage below, or equal to). The Human Resources Division evaluates and maintains the internal alignment differentials. No changes are being recommended to the current alignment of pay rates for these classifications. Accordingly, the updated salary schedule reflects adjustments to these classifications to maintain the current internal alignment and/or updates to minimum wage.

2027 - 2030 Compensation Plan for Unrepresented Employees
The proposed compensation plan provides scheduled salary adjustments for eligible unrepresented employee classifications. The recommended adjustments are based on the City's total compensation philosophy, which seeks to maintain employee compensation within five percent of the median of the City's adopted labor market, while recognizing the importance of maintaining appropriate internal relationships among classifications. The compensation plan will be maintained by the Administrative Services Department Human Resources Division and is subject to approval by the City Council through the adoption of the biennial operating budget, including any mid-year and/or midcycle adjustments. If approved, the compensation plan will include the following:

Summary of Recommendations for Unrepresented Employees

- Effective July 12, 2026:
    - 3.8% COLA for eligible classifications; and
    - Market equity adjustments to bring classifications within 5% of market median.
- City Medical Plan Contribution – Effective August 1, 2026:
    - Employee Only – up to $1,150 per month
    - Employee Plus One – up to $2,350 per month
    - Employee Plus Two or More – up to $ 3,050 per month
- In-Lieu of Medical Plan – Effective August 1, 2026:
    - If an employee has proof of qualifying outside health insurance coverage, provide $800 per month ($600 plus $200 to an employee's Health Reimbursement Arrangement (HRA) or deferred compensation account).
- 2027 - 2030 Compensation Plan for Unrepresented Employees
    - Effective the first full pay period following July 1, 2027, COLA between two and four percent (2% - 4%) based on April 12-month CPI-U San Francisco/San Jose/Hayward.

- Effective the first full pay period following July 1, 2028, COLA between two and four percent (2% - 4%) based on April 12-month CPI-U San Francisco/San Jose/Hayward.

- Effective the first full pay period following July 1, 2029, COLA between two and four percent (2% - 4%) based on April 12-month CPI-U San Francisco/San Jose/Hayward.

The proposed plan establishes a predictable compensation framework while preserving the City Council's authority to modify future adjustments if significant changes in economic conditions, revenues, or organizational priorities warrant reconsideration. Staff incorporated the fiscal impacts of the recommended compensation adjustments into the long-range financial forecast to remain competitive while preserving long-term financial sustainability.

If approved, the salary adjustments effective July 12, 2026 have been incorporated into the updated Salary Schedule.

Updated Position Control Listing Due to Organizational Restructure

As a result of the organizational restructuring and associated reduction in force discussed in this report, the position control listing will be modified as follows:

Classification	Current FTE Authorization	Proposed FTE Authorization	FTE Change
Police Officer	69.0	65.0	-4.0
Police Sergeant (2028)	12.0	11.0 *(eliminate 1.0 FTE through attrition)*	-1.0
Police Lieutenant (2028)	6.0	5.0 *(eliminate 1.0 FTE through attrition)*	-1.0
Police Services Supervisor	2.0	-	-2.0
Police Services Manager	2.0	-	-2.0
Police Communications Manager	-	1.0	+1.0
Total			-9.0 FTE

FTE = Full-Time Equivalent

The elimination of the Police Services Supervisor and Police Services Manager classifications, along with the proposed salary range for the newly created position of Police Communications Manager is reflected in the updated Salary Schedule. In addition, the Police Lieutenant and Police Sergeant positions are projected to eliminate by attrition by 2028 as part of the organizational restructuring.

Updated Salary Schedule

The proposed resolution adopting the revised Salary Schedule is administrative in nature and implements compensation actions previously approved, or being considered concurrently, by the City Council. In addition to reflecting the approved compensation adjustments, the revised Salary Schedule establishes the new Program Technician classification to align with the Program Assistant career progression and support the assignment of expanded responsibilities. The Fleet Technician position was eliminated, and the full-time equivalent was reclassified as Maintenance Worker to more effectively meet the requirements of the Fleet and Facilities division. Adoption of the Salary Schedule codifies the City's authorized salary ranges into a single official document that satisfies applicable CalPERS regulatory requirements. Accordingly, staff recommends that the City Council adopt the accompanying Salary Schedule Resolution to implement the compensation and classification actions discussed in this staff report and maintain compliance with applicable California laws and regulations. If approved, the updated salary schedule will be effective July 12, 2026.

Consistent with Government Code Section 54953(d)(3)(A) the Council must orally state a summary of Council action on salaries, salary schedules, and fringe benefits for local agency department heads. *For ease of records, that statement is as follows, and must be read orally:*

> *"As outlined in the staff report, this item includes a recommendation to approve salary range and medical plan adjustments for department head classifications of:*
>
> - *Administrative Services Director*
> - *Chief of Police*
> - *Community Development Director*
> - *Economic Development and Community Engagement Director*
> - *General Services Director*
>
> *These adjustments are consistent with the adjustments recommended for both represented and unrepresented employees, as outlined in the staff report. If approved, these changes will become effective on July 12, 2026."*

Attachments

1. Staff recommends the City Council adopt Resolution No. 2026-___, a Resolution of the City Council of the City of Citrus Heights, California adopting a Memorandum of Understanding for the Citrus Heights Police Officers' Association.

2. Staff recommends the City Council adopt Resolution No. 2026-___, a Resolution of the City Council of the City of Citrus Heights, California adopting a Memorandum of Understanding for the Citrus Heights Police Employees' Association.

3. Staff recommends the City Council adopt Resolution No. 2026-___, A Resolution of the City Council of the City of Citrus Heights, California, adopting the amended Salary Table with Cost of Living Adjustments and Market Equity Adjustments.

a. Exhibit A – Amended Salary Schedule.

4. Staff recommends the City Council adopt Resolution No. 2026-__, A Resolution of the City Council of the City of Citrus Heights, California, adopting amendments to the employer contribution level for employee health benefits.

RESOLUTION NO. 2026- ___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS, CALIFORNIA, ADOPTING A MEMORANDUM OF UNDERSTANDING FOR THE CITRUS HEIGHTS POLICE OFFICERS ASSOCIATION

WHEREAS, the City Council of the City of Citrus Heights, pursuant to California Government Code section 3500 et seq., enacted an employer-employee relations policy by adopting Resolutions 2001-110 and 2006-27;

WHEREAS, under the terms of those Resolutions, the City Manager and his/her representatives and representatives of the Citrus Heights Police Officers Association (CHPOA), the recognized employee organization for the Sworn Officer and Sergeants Unit, as designated in said policy, have met and conferred in good faith;

WHEREAS, these parties have reached agreement on matters relating to the employment conditions of the said employees, as reflected by the written Memorandum of Understanding (MOU) which is on file in the City Clerk's office and hereby referenced;

WHEREAS, this MOU would provide the following changes:

- Term: July 1, 2026 – June 30, 2028

- Salaries:

    - Effective July 12, 2026, or the first full pay period after adoption of the Memorandum of Understanding, whichever is later:

        - 3.8% COLA for all represented classifications; and
        - Market equity adjustments to bring classifications within 5% of market median:
            a. Police Officer – 1.77%
            b. Police Sergeant – 1.08%

    - Effective the first full pay period following July 1, 2027, COLA between two and three percent (2% - 3%) based on April 12-month CPI-U San Francisco/San Jose/Hayward for all members.

- City Medical Plan Contribution – Effective August 1, 2026:

    - Employee Only – up to $1,150 per month
    - Employee Plus One – up to $2,350 per month
    - Employee Plus Two or More – up to $ 3,050 per month

- Various Non-Economic Contract Provision Updates:

    - Section 10.3 - Internal Affairs
    - Section 11.2 – Overtime
    - Sections 13.3 – 13.6 – Specialty Assignment Pay

- Section 14.1 – Court Standby
- Article 21 – Personnel Files
- Section 23.1 – Annual Leave
- Article 26 – On Duty Workout Program

WHEREAS, this Council finds that the provisions and agreements contained in said Memorandum are fair and proper and in the best interest of the City; and

WHEREAS, the Association has previously ratified the terms and conditions of the Memorandum.

NOW THEREFORE BE IT RESOLVED AND ORDERED by the City Council of the City of Citrus Heights that the terms and conditions contained in said Memorandum of Understanding are hereby adopted.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California, this 8th day of July 2026 by the following vote, to wit:

AYES: **Council Members:**
NOES: **Council Members:**
ABSTAIN: **Council Members:**
ABSENT: **Council Members:**

_____
MariJane Lopez-Taff, Mayor

ATTEST:

_____
Amy Van, City Clerk

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AGREEMENT

BETWEEN

CITRUS HEIGHTS POLICE OFFICERS ASSOCIATION

AND

CITY OF CITRUS HEIGHTS

July 1, 2026 through June 30, 2028

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Article 1 Introductory Clauses

Section 1.1 Preamble

This Agreement (Agreement) is entered into between the City of Citrus Heights (City) and the Citrus Heights Police Officer's Association (CHPOA). It is the intent and purpose of this Agreement to assure harmonious labor relations between the parties hereto, to provide an equitable and peaceful process of resolving differences which may arise, and to establish rates of pay, wages, hours of employment and other conditions of employment.

Section 1.2 Personnel Rules

The City personnel rules, regulations and/or policies of the Citrus Heights Police Department (CHPD), which are not in conflict with this Agreement, will remain in effect unless modified after applicable process. No employee shall suffer any loss of wages, hours or conditions of employment by reason of signing this agreement.

Article 2 Recognition

Section 2.1 Definition of Bargaining Unit

Pursuant to the Meyers-Milias-Brown Act, the City of Citrus Heights recognizes the Citrus Heights Police Officers Association (CHPOA) as the sole and exclusive representative for all employees in the classifications of Police Officer and Police Sergeant.

Section 2.2 Creation of New Classifications

If the City creates a new sworn job classification in the Police Department that the City intends to add to the bargaining unit, the City shall forward the new job class description and proposed wage to the CHPOA for review. The City agrees to meet and confer with the CHPOA, if requested, regarding compensation and benefits for the new classification.

Article 3 Association Security

Section 3.1 Association Dues Deduction

The City agrees to deduct from the paychecks of employees giving written authorization, CHPOA dues in an amount to be determined annually by the CHPOA every two weeks for a maximum of 24 deductions per year.

The City will directly deposit said dues into a bank account of the CHPOA's choosing within five (5) business days of each regular paycheck. The CHPOA agrees to have any fees associated with the direct deposit deducted from each direct deposit.

Section 3.2 Nondiscrimination for Association Activity

There shall be no discrimination, interference, restraint, or coercion by the City, or any City representative against any member because of Association membership.

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Section 3.3 Noncompetition with the CHPOA

The City agrees there will be no aid, promotion or financing of any labor organizations which purport to represent the employees in this bargaining unit and that any such activities on the part of the City or its agents is prohibited unless permitted under the Meyers-Milias-Brown Act or the City's Employer/Employee Relations Policy.

Article 4 Employer Security

Neither the CHPOA nor any represented employee shall participate in any unlawful concerted labor activity. During the term of this Agreement, no work slowdown, picket, sympathy strike, blue flu or boycott shall be initiated, participated in, supported, or condoned by the Association. Violation of this section of the agreement shall be grounds for discipline.

Article 5 Management Rights

The City hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws of the Constitution of the State of California, and of the United States, including but not limiting the generality of the foregoing, the right:

- To set standards and levels of service;
- To determine the procedures and standards of selection for employment;
- To assign work to and direct its employees;
- To determine the methods and means to relieve its employees from duty because of lack of funds or other lawful reasons;
- To determine the methods, means and numbers and kinds of personnel by which City operations are to be conducted, including the right to contract or subcontract bargaining unit work provided that the City will meet and confer in advance on the impact of subcontracting on workload and safety and any other matter within the scope of representation;
- To determine methods of financing;
- To determine size and composition of the work force and allocate and assign work by which the City operations are to be conducted;
- To determine and change the number of locations, relocations and types of operations, processes and materials to be used in carrying out all City functions;
- To make all decisions relating to merit, necessity or organization of City service;
- To discharge, suspend, demote, reprimand, or otherwise discipline employees for just cause in accordance with applicable laws;
- To establish employee performance standards including, but not limited to, quality and standards, and to require compliance therewith;
- To take necessary actions to carry out its mission in emergencies; and
- To exercise complete control and discretion over its organization and the technology of performing its work.

The exercise of the foregoing powers, rights, authority, duties, and responsibilities by the City, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgment and discretion in connection therewith shall be limited only by the specific and express terms of this Memorandum and then only to the extent such specific and express

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terms hereof are in conformance with the Constitution and laws of the United States and the Constitution and laws of the State of California.

The exercise by the City through its Council and management representatives of its rights hereunder shall not in any way, directly or indirectly, be subject to any grievance procedure nor subject to meeting and conferring.

Nothing herein shall be deemed as a waiver by the Citrus Heights Police Officer's Association or its Members of rights granted under Meyers-Milias-Brown Act (Government Code Sections 3500-3511, as amended) or the Police Officer's Bill of Rights.

Article 6 Delivery of Police Services

Section 6.1 Delivery of Police Services

The delivery of police services in the most efficient and effective manner is of mutual importance and interest to both the CHPOA and the City. Work procedures, schedules, and assignments for improving services shall be established and revised from time to time in accordance with this agreement.

Section 6.2 Vehicle Readiness

Officers shall be afforded an opportunity to ready vehicles as follows:
Briefings will start on time and officers will be present in briefing in uniform (or fitness if assigned). On the first and subsequent shifts of their workweek, officers will be allowed ten (10) minutes to set up and prepare their assigned patrol vehicle. Officers will then return to roll call for the continuation of the shift briefing. Due to the emergency nature of police work, supervisors may cancel roll call and/or vehicle readiness for officer and/or community safety reasons.

Article 7 Work Rules – Existing Benefits

Section 7.1 Maintenance of Benefits

Unless specifically provided for in this MOU, nothing in this MOU should be deemed to have eliminated or superseded a benefit in an existing policy, rule or binding past practice.

Section 7.2 Primacy of Agreement

The terms and conditions of this Agreement shall control over ordinances and resolutions of the governing body of the City where there is a conflict with a provision of this Agreement.

Article 8 Association Business and Meetings

Section 8.1 Association Meetings

The City will allow elected CHPOA Board Members who are scheduled to work during predetermined Board and Membership meetings release time to attend scheduled Board and Membership meetings, with at least thirty (30) days prior notice to the City, for up to one (1) hour per month, except in cases of emergency, where the staffing impact would not permit the

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Police Department to operate safely or if the meeting conflicts with Department mandated training. On-duty personnel are required to monitor radio and respond in the event of an emergency.

Section 8.2 Release Time for Internal Affairs Interviews and Grievances

The City will allow CHPOA Board Members and shop stewards adequate release time to represent members during internal affairs interviews and grievance meetings while on duty except in cases of emergency where the staffing impact would not permit the Police Department to operate safely. This provision applies to one representative per involved member. Employees will not receive pay for off-duty time spent performing these Association representative duties.

Section 8.3 Time off for Association Training and Conferences

The City will allow CHPOA Board members to utilize their accrued time off to attend Association training, and conferences of state/national law enforcement associations, under the same terms and conditions required for all other time-off requests.

Section 8.4 Management Labor Meetings

Employees who would otherwise be working their assigned shift shall be released from their regular duties to attend meet and confer, negotiation and other labor-management meetings, and will be paid for this time during their assigned shift as if they were performing their regular duties. The intent of this section is not to create overtime for any CHPOA member. This article is not subject to grievance.

Section 8.5 List of CHPOA Board Members/Stewards

On January 1st of each year, the CHPOA shall provide the City with a list of the elected Board members of the CHPOA, and any members who are assigned as shop stewards. The CHPOA may update this list as new members are appointed to the Board or to steward positions.

Section 8.6 Association Communication

The City shall provide a location in the Department where a bulletin board may be placed at CHPOA expense to post association business documents. The City shall allow the use of the internal email system for notices of meetings. The City shall allow the use of any City facility that the public may use for the holding of association meetings, with the same reservation and use requirements.

Article 9 Members Rights

Section 9.1 Peace Officers Rights

The City and the CHPOA will both adhere to the rights provided to peace officers under Government Code Section 3300-3312, the Public Safety Officers Procedural Bill of Rights Act (POBR).

Section 9.2 Presumption of Innocence

All CHPOA represented employees shall be treated fairly and equitably during internal investigations. CHPOA represented employees will be presumed innocent of all allegations until

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proven otherwise. This article shall not be interpreted to be related to the application of administrative leave by the Department. This article is not subject to grievance.

Article 10 Discipline

Section 10.1 Procedure

Disciplinary matters will be handled in accordance with CHPD Policy Manual.

Section 10.2 Disciplinary Appeal – Major Discipline

When major discipline action, as defined in Citrus Heights Personnel Rules and Regulations §6.4, has been taken, the employee shall continue to have the right to appeal. All matters will be referred to the Office of Administrative Hearings in Sacramento, California. An Administrative Law Judge (ALJ) will be the hearing officer and will prepare an advisory recommendation following the evidentiary hearing. The written advisory recommendation will be sent to each party. The parties will have the opportunity to meet following receipt of the advisory recommendation. The parties may enter into a settlement agreement prior to the advisory recommendation being sent to the City Manager for final ruling. The City Manager shall send his/her final decision of written findings and decision, along with a proof of service of mailing, to each of the parties and each of the parties' representatives within twenty (20) working days of the receipt of the ALJ's recommendation.

The City shall bear the cost of the Administrative Law Judge and facility. The transcription costs shall be borne by the party requesting the transcription or may be shared if mutually agreed upon. Each party shall be responsible for their own costs associated with expert testimony or other costs associated with the presentation of their case.

The City Manager's decision shall be final, subject only to review by a judicial administrative writ of mandamus action.

Section 10.3 Internal Affairs (IA)

The Chief of Police shall designate an investigator to conduct internal affairs investigations. The investigation shall be completed in the most expeditious manner possible. Should the investigation not be completed within thirty (30) calendar days following the date the respondent is interviewed as part of the investigation, the Department should provide a status update to the respondent. In the event a notification is not made, the respondent may contact the Professional Standards & Training Lieutenant or Sergeant and shall receive a status update.

Section 10.4 Probationary Release

Any CHPOA represented employee released from probation may request a Lubey/Liberty Interest hearing with the Chief of Police or his/her designee, as required by law, if the discharge seriously affects the employee's ability to find comparable employment elsewhere. A liberty interest is implied where: (1) there is a stigmatization charge; (2) the employee denies the charge or contests its accuracy; and (3) there is a public disclosure of the charge. The purpose of the hearing is to provide the discharged employee with an opportunity to clear his or her name.

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Article 11 Salary

Section 11.1 Rate of Pay

Base Rate of Pay - Base rate of pay shall be defined as the base hourly rate of pay that an employee receives in the salary range.

Regular Rate of Pay - Regular rate of pay shall be as defined by the Fair Labor Standards Act, i.e. as the employee's base hourly rate of pay, plus all incentive and specialty pays earned on a recurring basis and converted to an hourly rate.

Section 11.2 Overtime

Overtime shall be paid under this MOU for any hours worked outside an employee's prescheduled hours. Part-time employees shall be eligible for overtime for any hours worked over forty (40) in a workweek. Overtime shall be paid at 1.5 times the employee's base rate of pay.

FLSA overtime is hours actually worked over the applicable FLSA threshold under Section 207(k) of the FLSA. Despite the City's agreement to pay overtime under the MOU for hours worked outside an employee's prescheduled hours, the threshold for FLSA overtime for all sworn employees remains hours actually worked beyond 171 hours during the applicable 28-day work period.

Section 11.3 Salary Administration

Effective July 12, 2026 or the first full pay period after adoption of this Memorandum of Understanding, whichever is later, the City agrees to the following modifications to employee salaries:

1. A one and seventy-seventh hundredths' percent (1.77%) market equity adjustment for Police Officers;

2. A one and eight hundredths' percent (1.08%) market equity adjustment for Police Sergeants; and

3. A three and eight tenths' percent (3.8%) cost of living adjustment (COLA) for all represented classifications.

   Note: Equity will be applied 1st, then COLA.

Effective the first full pay period after July 1, 2027:

1. Cost of living adjustment between two and three percent (2-3%) based on April 12-month CPI-U San Francisco/San Jose/Hayward for all members.

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Article 12 Seniority

Section 12.1 Seniority Defined/Purpose

Seniority is defined as an employee's date of hire into the classification of police officer or sergeant with the City. Seniority will be used to bid for shifts (e.g., days/swings/graves) in patrol. Patrol officers and sergeants will select their shift for each fiscal year. Shift bids generally occur by the end of April, with the new shifts beginning in late June/early July.

Section 12.2 Seniority for Sabbatical or Annual Leave Selection

Seniority will be used for patrol officers and sergeants to select their annual leave or sabbatical once assigned to their patrol teams for the year. Patrol officers and sergeants may elect to use their seniority for one selection, and then will go to the bottom of the list for the other. Sabbaticals may be rescheduled by the Department in the event of exigent circumstances or staffing related emergencies.

Section 12.3 Seniority Lists

The City will maintain and update a seniority list of all CHPOA members by classification, and provide it semi-annually to the CHPOA. The list will be by hire date by classification. In the event of a tie, the higher seniority is given based on the below in the order as listed:

1. Years of sworn peace officer (as defined in 830.1 PC) experience
2. Years of paid City of Citrus Heights service
3. POST academy graduation date
4. Academy ranking for CHPD recruits

If none of the above are met, seniority will be decided by random drawing.

Section 12.4 Temporary Reassignment

The Chief of Police has the right to make temporary reassignment of employees, not to exceed 90 days, based on Departmental needs. This reassignment is not considered punitive. This article is not subject to grievance.

Article 13 Special Compensation

Section 13.1 Field Training Officer (FTO) Pay

The City reserves the right to determine the need for Field Training Officers (FTOs) and to assign officers to serve as FTOs. FTOs will receive five percent (5%) of the base rate of pay for each hour assigned and worked as an FTO and for the full shift if the officer spent fifty percent (50%) or more of the shift performing FTO duties. This pay does not apply to Senior Lead Officer/Corporals. During a shift holdover, if the overtime is not due to the trainee and/or the trainee is not present during the overtime, the FTO incentive pay shall not be applied to the overtime hours worked.

Section 13.2 Acting Supervisor Pay (Temporary Upgrade Pay)

The City will pay any employee designated by the Department to serve in the capacity of acting supervisor five percent (5%) of the base rate of pay for all hours worked in that capacity.

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Employees serving as an Acting Supervisor will be required to perform all of the duties of the higher classification and will be relieved of all duties of the lower position. This is separate and distinct from out-of-class pay.

Section 13.3 Specialty Assignment Pay

CHPOA bargaining unit employees who are eligible to receive special assignment/incentive pay as identified below shall initially receive additional compensation equal to three percent (3%) of their base pay at the beginning of the pay period of the specialty assignment. Following six months in the special assignment, the employee shall receive additional compensation equal to five percent (5%) of their base pay, effective the beginning of first pay period following six months in the special assignment. Special assignment/incentive pay pursuant to this section is not stackable and may not be compounded based on the number of assignments. Employees cannot receive more than five percent (5%) in special assignment/incentive pay pursuant to this section.

- Detective (Detective Division Premium)
  Police officers and sergeants who are routinely and consistently assigned to the detective/investigations division shall receive detective premium pay. Detective premium pay is designated as special compensation within the meaning of Section 20636 of the California Government Code and Section 571(a)(4) of the CalPERS regulations and/or as defined pensionable compensation in the California Government Code and the CalPERS regulations as amended.

- Professional Standards & Training Unit (Police Administrative Officer)
  Rank and File police officers and sergeants who are routinely and consistently assigned to the Professional Standards & Training Unit to provide support for the police chief and command staff in the operation of the police department shall receive police administrative officer premium pay. Police administrative officer premium pay is designated as special compensation within the meaning of Section 20636 of the California Government Code and Section 571(a)(4) of the CalPERS regulations and/or as defined pensionable compensation in the California Government Code and the CalPERS regulations as amended.

- Lead Officer/Corporal (Lead Worker/Supervisor Premium)
  Police Corporals who are routinely and consistently assigned to lead other police officers in the performance of their duties and shall receive lead officer/corporal pay. This assignment is not eligible for FTO pay (see section 13.1). Lead worker/supervisory premium pay is designated as special compensation within the meaning of Section 20636 of the California Government Code and Section 571(a)(4) of the CalPERS regulations and/or as defined pensionable compensation in the California Government Code and the CalPERS regulations as amended.

- Motorcycle Patrol Officer (Motorcycle Patrol Premium)
  Police officers and sergeants who are routinely and consistently assigned to operate and/or patrol on a motorcycle shall receive motorcycle patrol officer pay. Employees are

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not eligible for this premium until they successfully pass the required training (e.g., POST Basic Motor). Motorcycle patrol premium is designated as special compensation within the meaning of Section 20636 of the California Government Code and Section 571(a)(4) of the CalPERS regulations and/or as defined pensionable compensation in the California Government Code and the CalPERS regulations as amended.

- Special Weapons & Tactics Team (Marksmanship Pay)
  Police officers and sergeants who meet department standards as a marksperson shall receive marksperson incentive pay while assigned to SWAT. Employees are not eligible for this premium until they successfully complete required department training and satisfy applicable shooting standards. Marksmanship pay is designated as special compensation within the meaning of Section 20636 of the California Government Code and Section 571(a)(1) of the CalPERS regulations and/or as defined pensionable compensation in the California Government Code and the CalPERS regulations as amended.

The decision to assign and the length of a specialty assignment is at the discretion of the Chief of Police.

Special Assignment Service Differential

If an employee has successfully completed at least one (1) year in one of the above special assignments, the employee is eligible for Special Assignment Service Differential pay equal to five percent (5%) of their base pay when they are not actively assigned to a special assignment. Special Assignment Service Differential pay is not reportable to CalPERS. Upon promotion, eligibility for Special Assignment Service Differential pay will end until the employee successfully completes at least one (1) year in one of the above assignments at the new rank.

Section 13.4 Education Incentive Pay

The City shall pay an education incentive of a maximum of ten percent (10%) of base pay per month calculated as follows:

- 2.5% for AA Degree or equivalent
- 2.5% for Intermediate POST
- 2.5% for BA/BS Degree
- 2.5% for Advanced Post

Section 13.5 Master's Degree Pay

The City shall pay a master's degree incentive in the amount of five percent (5%) of base pay per month.

Section 13.6 Bilingual Pay

The City shall pay a bilingual pay incentive in the amount of $100 per month for employees certified by Human Resources as Spanish or Slavic speaking. The employee is required to pass a proficiency test. The bilingual pay incentive also applies to employees passing a proficiency assessment in American Sign Language. Bilingual pay does not compound.

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Article 14 Court

Section 14.1 Court Standby

Employees shall receive two (2) hours of straight time at the base rate of pay for each day assigned to Court Standby time while off duty. However, the employee shall not be eligible for this standby pay if the employee also reports for a court appearance that day. Standby and Court appearance pay will not be paid for the same court proceeding on the same day. "To Be Notified" status does not qualify for Court Standby pay.

Section 14.2 Court Appearance – Outside of Scheduled Work Hours

Employees required to attend court outside of their scheduled work hours related to actions taken as an employee of the City of Citrus Heights, shall receive the following compensation:

- When an employee is subpoenaed or required by the City to appear in criminal court, traffic court, civil court, or a hearing board in the employee's capacity as a City employee and is not scheduled to be on duty during the time of the appearance, upon report to the court or location of the hearing the employee shall receive a minimum of four (4) hours pay at time and one-half (1.5) the employee's base rate of pay, or the actual amount of time spent in the court, whichever is greater.

- When such court appearance on off-duty time requires the employee to be in attendance before and after the lunch recess, such lunchtime shall be included in determining the employee's court overtime pay.

- When the employee's court appearance is scheduled within two (2) hours at the end of the employee's work hours, the employee will be compensated at the rate of time and one-half the employee's base rate of pay starting at the end of the employee's regular scheduled shift. This time is to be used for court preparation and traveling to court. The four-hour overtime minimum will begin at the end of their regular work hours.

- When the employee's court appearance is scheduled within two (2) hours before the beginning of the employee's regular work hours, the employee will be compensated at the rate of time and one-half the employee's base rate of pay for a minimum of two (2) hours for such court appearance.

- When the employee's court appearance is scheduled more than two (2) hours before the beginning of the employee's regular work hours, the employee will be compensated at the rate of time and one-half the employee's base rate of pay for a minimum of four (4) hours for such court appearance.

- Cancelation of court appearance - when the employee's court appearance gets cancelled the day of court the employee will be compensated at time and one-half for a minimum of three (3) hours.

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Any employee who receives an a.m. subpoena more than four (4) hours prior to a p.m. subpoena, shall receive the applicable minimum overtime for each subpoena, regardless of length of appearance.

Article 15 Call Back Pay

CHPOA members who are required to report for duty other than a scheduled shift, or during their Patrol Mini-Sabbatical, will be compensated four (4) hours at time and one half the base rate of pay. A continuation or extension of a shift, as defined below, is not considered "Call Back" for the purpose of this section.

Shift Continuation: If called to report to their assigned shift 30 minutes or less prior to the beginning of a shift, the employee will be compensated at time and one-half the base rate of pay.

Shift Extensions: Employees will be compensated at time and one-half the base rate of pay for hours worked after the end of their shifts.

Article 16 On-Call Pay

Employees required to remain in an on-call status shall receive one hour of straight time pay for on-duty days and two hours of straight time pay for off-duty days. On-call pay will be paid in addition to applicable call back pay. The decision to assign on-call pay is at the discretion of the Chief of Police.

On-Call duty requires that the employee:

- Be ready to respond to calls for service;
- Be available by phone, email, or radio; and
- Refrain from activities, which might impair the employee's ability to perform their assigned duties.

Article 17 Schedule Changes

The City may change an employee's schedule with seven (7) days' notice, unless an emergency exists that requires schedule change. Non-emergency schedule changes with less than seven (7) days' notice shall result in overtime compensation for the first full shift of the changed schedule. Nothing in this section is meant to prohibit a schedule change as a result of a mutual agreement between the employee and the City.

Due to the unique requirements of officer training, this section will not apply to members until after they have completed the initial Field Training Program for a full-time police officer.

Article 18 Extension of Probation

CHPOA represented employees shall only have their eighteen (18) month probationary period extended due to a time period of longer than thirty (30) days during the member's probation based on a leave of absence or other restricted light duty during which the member was not performing the full regular duties of his/her position - including patrol duties - on a continuous

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basis. In such circumstance, the employee's probationary period will be extended for the same length of time as he/she did not perform the regular duties of the position.

Article 19 Employment of Relatives

Employees are prohibited from directly supervising, occupying a position in the line of supervision, or being directly supervised by any other employee who is a relative or with whom they are involved in a personal or business relationship.

1. If circumstances require that such a supervisor/subordinate relationship exists temporarily, the supervisor shall make every reasonable effort to defer matters involving the involved employee to an uninvolved supervisor.
2. When personnel and circumstances permit, the Department will attempt to make every reasonable effort to avoid placing employees in such supervisor/subordinate situations. The Department however, reserves the right to transfer or reassign any employee to another position within the same classification, or, if necessary, separate an employee, if it deems it necessary to avoid conflicts with any provision of this section.

Article 20 Retirement Benefits

The City contracts with the California Public Employees' Retirement System (CalPERS) for retirement benefits for eligible employees. All employees regardless of hire date, pay the member contribution rate as determined by CalPERS. The retirement formula is determined by an employee's date of hire, classification and status with CalPERS.

CHPOA bargaining unit employees subject to the provisions of the California Public Employees' Pension Reform Act (PEPRA) shall be eligible for the 2.7% @ 57 retirement formula, three-year average compensation method, as defined by the PEPRA legislation.

CHPOA bargaining unit employees determined by CalPERS to be classic members, hired by Citrus Heights Police Department on or after August 15, 2011, shall be eligible for the 3% @ 55 retirement formula, three-year average compensation method.

CHPOA bargaining unit employees hired prior to August 15, 2011, shall be eligible for the 3% @ 50 retirement formula, single highest year compensation method.

CalPERS has the final determination regarding an employee's status with CalPERS.

Effective September 28, 2023, CHPOA bargaining unit employees participating in the 3% @ 50 retirement formula or the 3% @ 55 retirement formula (Classic Members) agree to cost share a portion of the employer contribution pursuant to Government Code section 20516 as follows:

a. Employees will contribute an additional one percent (1%) for a total of four percent (4%) towards the employer contribution. The foregoing contribution shall be over and above the normal contribution rate required by the Public Employee Retirement Law (PERL), making the combined total employee contribution equal to thirteen percent (13%).
b. The additional one percent (1%) employee cost share shall be effective as soon as administratively possible following the date that CalPERS approves a contract amendment implementing the amended cost sharing agreement. The City will

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initiate the contract amendment process with CalPERS following adoption of the MOU.

Article 21 Personnel Files

Any employee may request access to his/her own personnel file(s) during the normal business hours of the individual(s) responsible for maintaining such file(s). Any employee seeking the removal of any item from his/her personnel file shall file a written request to the Chief of Police through the chain of command. The Department shall thereafter remove any such item if appropriate or within 30 days provide the employee with a written explanation why the contested item will not be removed (Government Code 3306.5). If the contested item is not removed from the file, the employee's request and the department's written response shall be retained with the contested item in the employee's personnel file.

Employees may be restricted from accessing files containing ongoing Internal Affairs investigations to the extent that it could jeopardize or compromise the investigation pending final disposition or notice to the employee of the intent to discipline or confidential portions of Internal Affairs files which have not been sustained against the employee.

Section 21.1 Documented Counseling and Letters of Reprimand

Documented Counseling is non-disciplinary corrective action achieved through written confirmation of verbal counseling sessions. Documented Counseling is designed to inform employees about specific performance concerns and/or non-compliance with city and departmental policies, procedures or practices. The goal of Documented Counseling is to improve job performance by educating and training employees about acceptable job standards.

Each Documented Counseling memorandum shall contain the following:

1. Date of the counseling session.

2. Names of the counseled employee and counseling supervisor.

3. Summary of the issues/concerns and the results of the discussion.

4. Signatures of the counseled employee and counseling supervisor.

The Documented Counseling memorandum shall be retained in the employee's department working evaluation file. Generally, Documented Counseling should be purged after one year from the department working evaluation folder.

Documented Counseling may be retained beyond the standard one-year (1) purge period if it is associated with active litigation, an active Internal Affairs investigation or has been included as an exhibit or supporting document in an Internal Affairs file. The City shall not reference or rely upon a Documented Counseling that is purged or passed its purge date pursuant to the aforementioned sections for any future personnel purpose.

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Letters of Reprimand are first level disciplinary actions imposed upon an employee which formally document an employee's unsatisfactory job performance and/or noncompliance with departmental policies, procedures or practices.

A Letter of Reprimand shall be retained in the employee's department working evaluation file. A Letter of Reprimand should be purged after twenty-four (24) months from the date of issuance, provided that no additional discipline similar in nature is imposed on the employee during the twenty-four (24) month period. If the employee receives additional disciplinary action for conduct of a similar nature during the twenty-four (24) month period, the twenty-four (24) month period restarts on the date of the new disciplinary action. Additionally, Letters of Reprimand may be retained beyond the standard twenty-four (24) month purge period if it is associated with an active litigation, an active Internal Affairs investigation or has been included as an exhibit or supporting document in an Internal Affairs file.

Article 22 Grievance Procedure

Section 22.1 Purpose

This grievance procedure shall be used to process and resolve grievances per the definitions listed below:

- To resolve grievances informally at the lowest possible level.
- To provide an orderly procedure for reviewing and resolving grievances promptly.

Section 22.2 Definitions

A grievance is a complaint of one (1) or a group of employees, or a dispute between the City and the CHPOA, involving the interpretation, application, or enforcement of the express terms of this Agreement, the Department Policy Manual, the City rules, regulations and policies. It does not include discipline matters or personnel evaluations.

As used in this procedure, the term "immediate supervisor" means the individual who assigns, reviews and/or directs the work of an employee.

As used in this procedure the term "party" means an employee, the CHPOA or the City.

Section 22.3 Time Limits

Each party involved in a grievance shall act quickly so that the grievance may be resolved promptly. Every effort should be made to complete action within the time limits contained in the grievance procedure, but with the written consent of all parties the time limitation for any step may be extended.

Section 22.4 Presentation

An employee or the CHPOA representative, who is a full-time employee, or both, may present a grievance while on duty. On group grievances no more than four City employees may participate while on duty, whether grievants, representatives, or witnesses, unless otherwise approved by the City.

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Section 22.5 Employee Rights

The employee retains all rights conferred by Section 3500, et seq., of the Government Code. Grievances pertaining to an individual employee must be signed by the employee or the CHPOA representative personally on all appeals.

Section 22.6 Application

Grievances as defined in Article 22 shall be brought through this procedure.

Section 22.7 Informal Discussion

The grievance initially shall be discussed with the immediate supervisor within thirty (30) calendar days of the act(s) and or omission(s) giving rise to the grievance. The employee may be represented by the CHPOA representative. Within seven (7) calendar days, the immediate supervisor shall give a decision or response.

Section 22.8 Formal Grievance Procedure

Formal Grievance – Step 1:

If an informal grievance is not resolved to the satisfaction of the grievant, or if there is reason to bypass the informal step, a formal grievance may be initiated. A formal grievance may be initiated no later than:

> Thirty (30) calendar days after the event or circumstances occasioning the grievance; or
> Fifteen (15) calendar days of the decision rendered in the informal grievance procedure.

A formal grievance shall be initiated in writing and shall be filed with the Lieutenant as the first level of appeal. The grievant may be represented by the CHPOA representative.

Within fifteen (15) calendar days after the initiation of the formal grievance, the Lieutenant at the first level of appeal shall investigate the grievance, and give a decision in writing to the grievant.

Formal Grievance – Step 2:

If the grievant is not satisfied with the decision rendered pursuant to Step 1, the grievant may appeal the decision within fifteen (15) days to the Division Commander. The grievant may be represented by the CHPOA representative or Association Counsel.

Within fifteen (15) calendar days after the initiation of the Step 2, the Division Commander at the second level of appeal shall investigate the grievance, and give a decision in writing to the grievant.

Formal Grievance – Step 3:

If the grievant is not satisfied with the decision rendered pursuant to Step 2, the grievant may appeal the decision within fifteen (15) calendar days to the Chief of Police. The CHPOA representative or Association Counsel may represent the grievant.

The Chief of Police shall schedule a mutually agreeable time to hear the grievance, which shall be within thirty (30) days of the receipt of the grievance. The Chief of Police shall respond in writing to the grievant within fifteen (15) calendar days following the grievance hearing.

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Formal Grievance – Step 4:

If the grievant is not satisfied with the decision rendered pursuant to Step 3, the grievant may appeal the decision within fifteen (15) calendar days to the City Manager. The CHPOA representative or Association Counsel may represent the grievant.

The City Manager will review all documents and render a final decision. The City Manager shall respond in writing to the grievant within fifteen (15) calendar days following the receipt of all documents.

Section 22.9 Grievance Records

At the conclusion of the grievance process, all documents pertaining to the process shall be forwarded to the Chief of Police for inclusion into a secure file for all written grievances.

Article 23 Leave Time

Section 23.1 Annual Leave

Employees shall accrue annual leave as follows:

Years of Service	Annual Accrual	Maximum Accrual
Year 0-Year 4	136	272
Year 5-Year 9	160	320
Year 10-Year 14	184	368
Year 15-Year 19	200	400
Year 20-Beyond	240	480

Years of service, for new employees, will be calculated based on all years of service employed as a peace officer as defined in PC 830.1(a). Time as a peace officer as defined in PC 830.1(b) will only count if the employee has time as defined in PC 830.1(a). Once the maximum accrual limit has been reached, the Annual Leave accrual hours will be added to the Long-Term Medical Leave hours until the employee utilizes the Annual Leave hours thereby reducing the balance below the maximum accrual limit. At no time may an employee's Annual Leave hours exceed the maximum accrual limit.

Section 23.2 Long Term Medical Leave

Employees accrue a total of 40 hours of Long-Term Medical Leave per year beginning on the date of hire. Long Term Medical Leave may be used for an illness or injury requiring the employee to be absent from work. An employee becomes eligible to use this leave only after he/she has utilized 24 hours of accrued leave.

A medical certification may be required. An employee may continue to use Long Term Medical Leave for the same protracted illness even if the need for leave is sporadic (e.g., for treatments, etc.). Unused Long Term Medical Leave is not paid out upon termination of employment.

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Article 24 Uniforms

Section 24.1 Uniforms

The City will provide uniforms for CHPOA represented employees at no cost to the employee. Damaged or worn uniforms will be repaired or replaced with supervisor approval.

Section 24.2 Uniform Allowance Benefit

The City shall report a uniform allowance benefit at the rate of $31.00 biweekly to CalPERS for eligible employees as determined by CalPERS. Eligible employees shall be required to pay the employee contribution rate on the value of the uniform allowance benefit.

Section 24.3 Professional Attire Pay

Eligible Police Detectives and Sergeants assigned to General Investigations and the Professional Standards and Training Unit shall receive $850 per fiscal year for purchasing professional attire. The professional attire pay is paid at the beginning of the fiscal year for eligible association members. This amount will be pro-rated based upon the date the Officer and/or Sergeant is assigned to this unit and will be calculated on the remaining pay periods in the fiscal year. This pay does not qualify as special compensation for CalPERS pension purposes.

Article 25 Health/Welfare Benefits

Section 25.1 Health Benefit

Effective August 1, 2026, the City will pay up to the following monthly amounts toward health insurance premiums:

Employee only - $1,150.00

Employee Plus One - $2,350.00

Employee Plus Family - $3,050.00

If an employee has qualifying outside health insurance coverage through a spouse, domestic partner or alternative retirement, the employee can cash-out $600 per month or add this amount to deferred compensation. An additional $100 will go to a Health Reimbursement Account or Deferred Compensation (457) plan.

*City will cover the administrative fees of the Health Reimbursement Account.

Article 26 On Duty Physical Fitness Program

Employees will participate in an On Duty physical fitness program, unless operational needs warrant foregoing, as determined by the unit or on duty supervisor. Employees will be provided with one (1) hour of release time to participate in a physical fitness program. The one (1) hour includes a minimum of forty (40) minutes for exercise and a maximum of twenty (20) minutes for donning and doffing.

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No overtime is permitted for participating in the on duty physical fitness program. Overtime is not authorized for physical fitness activities and employees will not be paid overtime for such activities.

Daily participation and physical fitness schedules will be determined by the unit or on duty supervisor. The unit or on-duty supervisor shall ensure the employee's physical fitness program is appropriate to the employee's assigned duties and job specifications.

The on duty physical fitness program is separate from department mandated training and the department wellness program.

Article 27 Term

The term of this Agreement shall be from July 1, 2026 through June 30, 2028 (all applicable side letters entered).

CITY OF CITRUS HEIGHTS

Ashley J. Feeney, City Manager

DocuSigned by:
Patrick Clark 7/2/2026
827AB111D86D440...
Patrick Clark, Lead Negotiator

Signed by:
7/2/2026
EF6917DFF51D414...
Susan Talwar, Administrative Services Director

Signed by:
Melissa Rojas 7/2/2026
E701FDD1BC7C44D...
Melissa Rojas, Human Resources Manager

CITRUS HEIGHTS POLICE OFFICERS ASSOCIATION (CHPOA)

Signed by:
Jennifer Stricklin 7/2/2026
388521EC7EAB411...
Jennifer Silva, CHPOA President

Signed by:
Timothy Talbot 7/2/2026
C69EE36B05DD4E9...
Timothy Talbot, CHPOA Representative

Approved as to Form:

DocuSigned by:
Ryan Jones 7/2/2026
6176AF20B1D144D...
Ryan Jones, City Attorney

Attest:

Amy Van, City Clerk

RESOLUTION NO. 2026- ___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS, CALIFORNIA, ADOPTING A MEMORANDUM OF UNDERSTANDING FOR THE CITRUS HEIGHTS POLICE EMPLOYEES' ASSOCIATION

WHEREAS, the City Council of the City of Citrus Heights, pursuant to California Government Code section 3500 et seq., enacted an employer-employee relations policy by adopting Resolutions 2001-110 and 2006-27;

WHEREAS, under the terms of those Resolutions, the City Manager and his/her representatives and representatives of the Citrus Heights Police Employees Association (CHPEA), the recognized employee organization for the non-sworn police classifications, as designated in said policy, have met and conferred in good faith;

WHEREAS, these parties have reached agreement on matters relating to the employment conditions of the said employees, as reflected by the written Memorandum of Understanding (MOU) which is on file in the City Clerk's office and hereby referenced;

WHEREAS, this MOU would provide the following changes:

- Term: July 1, 2026 – June 30, 2030

- Salaries:

    - Effective July 12, 2026, or the first full pay period after adoption of the Memorandum of Understanding, whichever is later:

        - 3.8% COLA for all represented classifications; and
        - Market equity adjustments to bring classifications within 5% of market median:
            a. Community Services Officer I/II/Senior – 0.77%
            b. Crime Scene/Property Evidence Specialist I/II/Senior – 0.77%
            c. Police Crime Analyst – 1.11%

    - Effective the first full pay period following July 1, 2027, COLA between two and four percent (2% - 4%) based on April 12-month CPI-U San Francisco/San Jose/Hayward for all members.

    - LIMITED REOPENER: Prior to July 1, 2028, the City and the Association agree to meet and confer regarding: (1) Section 11.4 (Salary Adjustments), as it specifically relates to potential Market Equity adjustments; and (2) Section 25.1 (Health Benefit), as it specifically relates to the City's maximum contribution to an employee's health plan.

    - Effective the first full pay period following July 1, 2028, COLA between two and four percent (2% - 4%) based on April 12-month CPI-U San Francisco/San Jose/Hayward for all members.

- Effective the first full pay period following July 1, 2029, COLA between two and four percent (2% - 4%) based on April 12-month CPI-U San Francisco/San Jose/Hayward for all members.

- City Medical Plan Contribution – Effective August 1, 2026:

  - Employee Only – up to $1,150 per month
  - Employee Plus One – up to $2,350 per month
  - Employee Plus Two or More – up to $ 3,050 per month

- In-Lieu of Medical Plan – Effective August 1, 2026:

  - If an employee has proof of qualifying outside health insurance coverage, provide $800 per month ($600 plus $200 to an employee's Health Reimbursement Arrangement (HRA) or deferred compensation account).

- Various Non-Economic Contract Provision Updates:

  - Article 11 – Overtime (cleanup language)
  - Article 13 – Special Compensation (cleanup language)
  - Article 14 – Education (cleanup language)

WHEREAS, this Council finds that the provisions and agreements contained in said Memorandum are fair and proper and in the best interest of the City; and

WHEREAS, the Association has previously ratified the terms and conditions of the Memorandum.

NOW THEREFORE BE IT RESOLVED AND ORDERED by the City Council of the City of Citrus Heights that the terms and conditions contained in said Memorandum of Understanding are hereby adopted.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California, this 8th day of July 2026 by the following vote, to wit:

AYES: Council Members:
NOES: Council Members:
ABSTAIN: Council Members:
ABSENT: Council Members:

MariJane Lopez-Taff, Mayor

ATTEST:

Amy Van, City Clerk

AGREEMENT

BETWEEN

CITRUS HEIGHTS POLICE EMPLOYEES' ASSOCIATION

AND

CITY OF CITRUS HEIGHTS

July 1, 2026 through June 30, 2030

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ARTICLE 1 INTRODUCTORY CLAUSES

SECTION 1.1 PREAMBLE

This Agreement (Agreement) is entered into between the City of Citrus Heights (City) and the Citrus Heights Police Employees' Association (CHPEA). It is the intent and purpose of this Agreement to assure harmonious labor relations between the parties hereto, to provide an equitable and peaceful process of resolving differences which may arise, and to establish rates of pay, wages, hours of employment and other terms and conditions of employment.

SECTION 1.2 PERSONNEL RULES

The City personnel rules, regulations and/or policies of the Citrus Heights Police Department ("CHPD"), which are not in conflict with this agreement, shall remain in full force and effect unless modified after applicable process. No employee shall suffer any loss of wages, hours or other conditions of employment by reason of signing this agreement.

ARTICLE 2 RECOGNITION

SECTION 2.1 DEFINITION OF BARGAINING UNIT

Pursuant to the Meyers-Milias-Brown Act, the City of Citrus Heights recognizes the Citrus Heights Police Employees' Association (CHPEA) as the sole and exclusive representative for all employees in the classifications of Community Services Officers, Crime Scene/Property and Evidence Specialists, Police Records Technician, Police Dispatchers, Police Crime Analysts, Code Enforcement Officers, and Animal Services Officers.

SECTION 2.2 CREATION OF NEW CLASSIFICATIONS

If the City creates a new job classification in the Police Department that the City intends to add to the Bargaining unit, the City shall forward the new job class description and proposed wage to the CHPEA for review. The City agrees to meet and confer with the CHPEA, if requested, regarding compensation and benefits for the new job classification.

ARTICLE 3 ASSOCIATION SECURITY

SECTION 3.1 ASSOCIATION DUES DEDUCTION

Following receipt of notice from the CHPEA that written authorization has been provided to the Association by members in the unit, the City shall deduct from the paychecks of employees, CHPEA dues in the amount to be determined annually by the CHPEA every two weeks for a maximum of twenty-four (24) deductions per year. The City shall provide a check or directly deposit said dues into a bank account designated by the CHPEA within five (5) business days of each regular paycheck. The CHPEA agrees to have any fees associated with the direct deposit deducted from each direct deposit. CHPEA also agrees to notify the City when it has received notification from a unit member revoking such dues deduction authorization.

The CHPEA, in consideration for and as a condition of the city withholding and transmitting payroll deductions shall hold harmless the City of Citrus Heights, its officers, and employees from any liability that may result from making, changing or canceling requested deductions.

SECTION 3.2 NONCOMPETITION WITH THE CHPEA

The City agrees there will be no aid, promotion or financing of any labor organizations which represent the employees of the CHPEA. Any such activities involving the City or its agents is prohibited, unless permitted under the Meyers-Milias-Brown Act or the City's Employer/Employee Relations Policy.

ARTICLE 4 EMPLOYER SECURITY

The Association agrees that during the term of this Memorandum of Understanding the CHPEA, its agents, nor any bargaining unit employee shall participate, engage, encourage, sanction, or support any of the following:

- Strikes;
- Mass resignations;
- Mass absenteeism;
- Picketing which would involve suspension of or interference with normal work of this department; or
- Any other similar actions, which precludes the department from carrying out its functions or obligations.

Violation of this section of the agreement shall be grounds for discipline.

ARTICLE 5 MANAGEMENT RIGHTS

The City hereby retains and reserves unto itself, without limitation, all powers, rights, authority, duties and responsibilities conferred upon and vested in it by the laws of the Constitution of the State of California, and of the United States, including but not limiting the generality of the foregoing, the right:

- To set standards and levels of service;
- To determine the procedures and standards of selection for employment;
- To assign work to and direct its employees;
- To determine the methods and means to relieve its employees from duty because of lack of funds or other lawful reasons;
- To determine the methods, means and numbers and kinds of personnel by which City operations are to be conducted, including the right to contract or subcontract bargaining unit work provided that the City will meet and confer in advance on the impact of subcontracting on workload and safety and any other matter within the scope of representation;
- To determine methods of financing;
- To determine size and composition of the work force and allocate and assign work by which the City operations are to be conducted;
- To determine and change the number of locations, relocations and types of operations, processes and materials to be used in carrying out all City functions;
- To make all decisions relating to merit, necessity or organization of City service;
- To discharge, suspend, demote, reprimand, or otherwise discipline employees for just cause in accordance with applicable laws;
- To establish employee's performance standards including, but not limited to, quality and standards, and to require compliance therewith;
- To take necessary actions to carry out its mission in emergencies; and
- To exercise complete control and discretion over its organization and the technology of performing its work.

The exercise of the foregoing powers, rights, authority, duties, and responsibilities by the City, the adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgment and discretion in connection therewith shall be limited only by the specific and express terms of this Memorandum and then only to the extent such specific and express terms hereof are in conformance with the Constitution and laws of the United States and the Constitution and laws of the State of California.

The exercise by the City through its Council and management representatives of its rights hereunder shall not in any way, directly or indirectly, be subject to any grievance procedure nor subject to meeting and conferring.

Nothing herein shall be deemed as a waiver by the Citrus Heights Police Employees' Association or its Members of rights granted under Meyers-Milias-Brown Act (Government Code Sections 3500-3511, as amended).

ARTICLE 6 DELIVERY OF POLICE SERVICES

SECTION 6.1 DELIVERY OF POLICE SERVICES

The delivery of police services in the most efficient and effective manner is of mutual importance and interest to both the CHPEA and the City. Work procedures, schedules, and assignments for improving services shall be established and revised from time to time in accordance with this agreement.

SECTION 6.2 VEHICLE READINESS

Employees in the classifications of Community Services Officers, Code Enforcement, Crime Scene/Property and Evidence Specialists, and Animal Services Officers, shall be afforded the opportunity to ready vehicles as follows:

- Members shall arrive for the beginning of their shift on time and in uniform. On the first and subsequent shifts of their workweek, employees in the classifications listed above after reporting for duty to their assigned supervisor, will be allowed ten (10) minutes to set up and prepare their assigned vehicle.

ARTICLE 7 WORK RULES – EXISTING BENEFITS

SECTION 7.1 MAINTENANCE OF BENEFITS

Unless specifically provided for in this MOU, nothing should be deemed to have eliminated or superseded a benefit in an existing policy, rule or binding past practice.

SECTION 7.2 PRIMACY OF AGREEMENT

The terms and conditions of this Agreement shall have control over ordinances and resolutions of the governing body of the City where there is a conflict with a provision of this Agreement.

ARTICLE 8 ASSOCIATION BUSINESS AND MEETINGS

SECTION 8.1 ASSOCIATION MEETINGS

The City will allow elected CHPEA Board Members who are scheduled to work during predetermined Board and Membership meetings release time to attend scheduled Board and Membership meetings, with a minimum of fourteen (14) days prior notice given to the City, for up to two (2) hours per month, except in cases of emergency, in which the impact of staffing would not permit the Police Department to operate

safely or if the meeting conflicts with Department mandated training. On-duty personnel shall be required to monitor radio and respond in the event of an emergency.

SECTION 8.2 RELEASE TIME FOR IA INTERVIEWS AND GRIEVANCES

The City will allow CHPEA Board Members and Shop Stewards adequate release time to represent members during internal affairs interviews and grievance meetings while on duty, except in cases of emergency in which the impact of staffing would not permit the Police Department to operate safely. This provision will apply to one representative per involved member. Employees will not receive pay for off-duty time spent performing these Association representative duties.

SECTION 8.3 TIME OFF FOR ASSOCIATION TRAINING AND CONFERENCES

The City will allow CHPEA Board Members to utilize their accrued time off to attend Association training and conferences of State and/or National Law Enforcement Associations, under the same terms and conditions required for all other time-off requests.

SECTION 8.4 MANAGEMENT LABOR MEETINGS

Employees who would otherwise be working their assigned shift shall be released from their regular duties to attend meet and confer, negotiation and other labor-management meetings, and will be paid for this time during their assigned shift as if they were performing their regular duties. The intent of this section is not to create overtime for any CHPEA member. This article is not subject to grievance.

SECTION 8.5 LIST OF CHPEA BOARD MEMBERS AND SHOP STEWARDS

On January 1st of each year, the CHPEA shall provide the City with a list of the elected Board Members of the CHPEA, and any members who are assigned as Shop Stewards. The CHPEA may update this list as new members are appointed to the Board or to steward positions.

SECTION 8.6 ASSOCIATION COMMUNICATION

The City shall provide a location in the Department where a bulletin board may be placed at CHPEA's expense to post association business documents. The City shall allow the use of the internal email system for notices of meetings. The City shall allow the use of any City facility that the public may use for the holding of association meetings, with the same reservation and use requirements.

ARTICLE 9 MEMBERS RIGHTS

SECTION 9.1 PRESUMPTION OF INNOCENCE

All CHPEA represented employees shall be treated fairly and equitably during internal investigations. CHPEA represented employees will be presumed innocent of all allegations until proven otherwise. This article shall not be interpreted to be related to the application of administrative leave by the Department. This article is not subject to grievance.

ARTICLE 10 DISCIPLINE

SECTION 10.1 PROCEDURE

Disciplinary matters shall be handled in accordance with applicable provisions from the Citrus Heights Personnel Rules and Regulations and the Citrus Heights Police Department Policy Manual.

SECTION 10.2 DISCIPLINARY APPEAL – MAJOR DISCIPLINE

When major discipline action, as defined in Citrus Heights Personnel Rules and Regulations §6.4, has been taken, the employee shall continue to have the right to appeal. All matters will be referred to the Office of

Administrative Hearings in Sacramento, California. An Administrative Law Judge (ALJ) will be the hearing officer and will prepare an advisory recommendation following the evidentiary hearing. The written advisory recommendation will be sent to the City Manager for final ruling. The parties will have the opportunity to meet following receipt of the advisory recommendation. The City Manager shall send his/her final decision of written findings and decision, along with a proof of service of mailing, to each of the parties and each of the parties' representatives within twenty (20) working days of the receipt of the ALJ's recommendation.

The City shall bear the cost of the Administrative Law Judge and facility. The transcription costs shall be borne by the party requesting the transcription or may be shared if mutually agreed upon. Each party shall be responsible for their own costs associated with expert testimony or other costs associated with the presentation of their case.

The City Manager's decision shall be final, subject only to review by a judicial administrative writ of mandamus action.

SECTION 10.3 INTERNAL AFFAIRS

The Chief of Police shall designate an investigator to perform internal affairs investigations, and they shall be performed in the most expeditious manner possible.

ARTICLE 11 SALARY

SECTION 11.1 RATES OF PAY DEFINED

Base Rate of Pay - Base rate of pay shall be defined as the base hourly rate of pay that an employee receives in the salary step system.

Regular Rate of Pay - Regular rate of pay shall be as defined by the Fair Labor Standards Act (FLSA), i.e., as the employee's base hourly rate of pay, plus all required additional compensation converted to an hourly rate.

SECTION 11.2 OVERTIME

Contract Overtime

Contract Overtime for full-time employees shall be paid for any hours worked outside an employee's regularly scheduled work hours (payments made for time off using annual leave, compensatory time, long-term medical leave, etc. are considered "hours worked" for purposes of Contract Overtime). For part-time employees, all overtime shall be paid only for hours actually worked in excess of forty (40) hours during the applicable seven (7) -day workweek.

Contract Overtime shall be compensated at a rate of one and one-half (1.5) times the employee's base rate of pay unless the employee's total compensation for the work week falls below the minimum threshold under the provisions of the Fair Labor Standards Act (FLSA). .In the latter instance, overtime shall be calculated pursuant to the FLSA for all hours actually worked over forty (40) in a work week (see FLSA Overtime).

At the end of each pay period, total compensation will be calculated based on the Contract Overtime provision of this MOU, and the weekly overtime provisions of the FLSA (FLSA Overtime). Should the calculated total compensation under the provisions of the FLSA be greater than the calculated total

compensation that includes Contract Overtime, an adjusting entry shall be made, and the employee will receive the greater amount.

FLSA Overtime

Hours Worked: FLSA overtime shall be paid for hours actually worked in excess of forty (40) hours during the applicable seven (7) day workweek. Payments made for time off (annual leave, compensatory time, long-term medical, and any other exclusion under the FLSA) are not considered "hours worked".

Regular Rate of Pay: The regular rate of pay for purposes of calculating FLSA overtime compensation is expressed as an hourly rate and is the average hourly rate of all compensation an employee earns in a workweek or work period excluding extra compensation paid for overtime hours. The regular rate of pay includes "all remuneration for employment paid to, or on behalf of, the employee" except payments that are specifically excluded under the FLSA.

FLSA overtime shall be calculated as one-half (0.5) times the regular rate of pay for all hours actually worked in excess of forty (40) hours in the workweek, in addition to all straight-time compensation already received for those hours.

For example:

Employee A works 40 hours in the workweek. Their base rate of pay is $50 per hour. They also receive $150 for Education Incentive and $150 for Cash-In-Lieu of the medical plan. The employee works 6 hours of overtime that week.

Their regular rate calculation is:

Total Remuneration for the week:	46 x $50 = $2,300 + $150 + $150 = $2,600
Divided by total hours worked:	$2,600/46 = $56.52
Employee's Regular Rate of Pay:	$56.52

FLSA Calculation Method

Their total compensation, including FLSA Overtime for the week is:

46 x $56.52	=	$2,599.92
6 x $56.52 x .5	=	$ 169.56
		$2,769.48

Advance Authorization: Overtime work must receive prior authorization from the Police Chief or an authorized designee.

SECTION 11.3 SALARY ADMINISTRATION

The City has a ten (10) step pay system with the difference between each successive step being approximately two and one-half percent (2.5%). The ten (10) steps pay system will be based on the current maximum salary range for step 10. Employees will advance to the next step in the step compensation schedule effective with the pay period in which their position anniversary date falls based upon satisfactory job performance.

SECTION 11.4 SALARY ADJUSTMENTS

Effective the first full pay period in July 2026, the represented classifications will receive the following equity adjustments to be brought to the comparable market median:

Code Enforcement Officer I/II	n/a
Community Services Officer I/II	0.77%
Crime Scene/Property and Evidence Specialist I/II	0.77%
Police Crime Analyst	1.11%
Police Dispatcher I/II	n/a
Police Records Technician	n/a

Effective the first full pay period in July 2026, all represented classifications will receive a base salary increase of three and eight tenths' percent (3.8%) Cost of Living Adjustment (COLA).

Effective the first full pay period following July 1, 2027, COLA (2-4%) based on April 12-month CPI-U San Francisco/San Jose/Hayward for all members.

Effective the first full pay period following July 1, 2028, 1) COLA (2-4%) based on April 12-month CPI-U San Francisco/San Jose/Hayward for all members, and 2) City and Association agreed-upon Market Equity Adjustments from the "Limited Reopener", as follows:

> LIMITED REOPENER: Prior to July 1, 2028, the City will refresh the 2026 Bryce Consulting Compensation Study to include updated information, including, where available, salary data effective July 1, 2028. The updated compensation study will be provided to the parties no later than April 1, 2028, for purposes of this reopener.
>
> The City and the Association agree to meet and confer regarding: (1) Section 11.4 (Salary Adjustments), as it specifically relates to potential Market Equity adjustments; and (2) Section 25.1 (Health Benefit), as it specifically relates to the City's maximum contribution to an employee's health plan.

Effective the first full pay period following July 1, 2029, COLA (2-4%) based on April 12-month CPI-U San Francisco/San Jose/Hayward for all members.

SECTION 11.5 ADVANCEMENT FROM ENTRY LEVEL TO JOURNEY LEVEL WITHIN CLASSIFICATION

Employees hired into the entry level classification of Community Services Officer I, Crime Scene/Property and Evidence Specialist I, Police Dispatcher I, Code Enforcement Officer I, and Animal Services Officer I shall advance automatically, on the beginning of the pay period that their anniversary date falls within, to the journey level II classification after the successful completion of twenty-four (24) months of service at the entry level I classification and an overall evaluation rating of "meets expectations or higher". An employee that advances from an entry level I classification to the journey level II classification will remain at the same step level on the journey level classification band, which constitutes an approximately ten percent (10%) salary increase, until the employee advances to the next salary step at the beginning of the pay period of which their anniversary date falls within, until they reach top step.

ARTICLE 12 SENIORITY FOR ANNUAL LEAVE SELECTION AND SHIFT BID

SECTION 12.1 SENIORITY DEFINED/PURPOSE

For purposes of this Article, seniority is defined as the date of hire as a benefited employee into a classification represented by CHPEA. However, seniority resets upon moving from one classification to another within the Police Department, except when moving from an entry level I classification to the journey level II classification. Seniority will be used to bid for shifts (days/swings/graves) and annual leave selection during the normal shift bid cycle.

SECTION 12.2 PROCEDURE FOR ANNUAL LEAVE SELECTION

Members will select their sabbatical and/or annual leave in accordance with seniority as that term is defined directly above, consistent with the scheduling ability of their unit. Sabbatical and/or Annual Leave selection will occur only upon completion of the unit's shift bid process. Members who enjoy both the sabbatical and annual leave benefit may utilize their seniority for one leave selection and will fall to the bottom of the list to pick the other. Any of these leaves may be adjusted or rescheduled in the event of exigent circumstances or staffing related emergencies.

SECTION 12.3 TIES IN HIRE DATE

If applicable, ties in hire date will be decided based on years of employment at the City. For employees hired by the City on the same date with no prior law enforcement experience, ties in hire date will be decided once by random drawing. For employees hired by the City on the same date with prior law enforcement experience, ties in hire date will be decided by total law enforcement experience within the classification.

SECTION 12.4 TEMPORARY REASSIGNMENT

The Chief of Police has the right to make temporary reassignments of employees, not to exceed 90 days, based on Departmental needs. This reassignment is not punitive. This article is not subject to grievance.

ARTICLE 13 SPECIAL COMPENSATION

The City and the Association understand that Special Compensation may be reportable under Article 4, Section 571 and 571.1 of Chapter 2 of Division 1 of Title 2 of the California Code of Regulations. However, the City and the Association mutually understand and agree that the determination of reportable special compensation is at the sole discretion of the California Public Employees' Retirement System (CalPERS) and the City shall not be liable for compensation reportable decisions made by CalPERS.

SECTION 13.1 COMMUNICATIONS TRAINING OFFICER (CTO) PAY – TRAINING PREMIUM

The City reserves the right to determine the need for and to assign employees to serve as Communications Training Officers (CTO). Employees who are assigned as CTO's shall receive five percent (5%) of their base rate of pay for each hour worked as a CTO and for the full shift if the employee spends fifty percent (50%) or more of their shift performing CTO duties.

SECTION 13.2 TRAINING ASSIGNMENT PAY – TRAINING PREMIUM

All employees in the classifications other than Police Dispatcher who do not have a Senior classification title may be designated as trainers by the Police Chief or designee on an as needed basis. Those designated as trainers shall receive five percent (5%) of their base rate of pay for each hour worked training and for the full shift if the employee spends fifty percent (50%) or more of their shift performing training duties. This section only applies to employees who train other employees.

SECTION 13.3 ACTING SUPERVISOR PAY

The City shall pay any employee designated by the Department to serve in the capacity of acting supervisor five percent (5%) of the base rate of pay for all hours worked in that capacity. This is separate and distinct from out-of-class pay.

SECTION 13.4 BILINGUAL PAY – BILINGUAL PREMIUM

The City shall pay a bilingual pay incentive to CHPEA members an amount of $100 per month above the employee's base rate of pay for employees certified by Human Resources as Spanish or Slavic speaking. These employees will be routinely and consistently assigned to positions requiring communications skills in Spanish or Slavic languages based upon operational needs as determined by the City. Employees are required to pass a proficiency test. The bilingual pay incentive would also apply to Employees passing a proficiency assessment in American Sign Language. This premium is provided for the performance of assigned bilingual duties, not merely for the possession of a certificate.

Bilingual pay does not compound. Bilingual Pay is designated as Special Assignment Pay under 2 CCR §571.1(b)(3). Bilingual pay for American Sign Language is not reportable to CalPERS as special compensation because it is not an approved category of special compensation.

ARTICLE 14 EDUCATION

SECTION 14.1 EDUCATION INCENTIVE PAY

The City shall pay an education incentive of up to a maximum of two and one-half percent (2.5%) of base salary for possession of the following advanced education, degrees and certificates:

2.5% for AA/AS Degree or equivalent
2.5% for Intermediate POST
2.5% for BA/BS Degree
2.5% for Advanced Post

Educational Incentive pay shall not apply to classifications that require the advanced education, degree or certificate as part of the classification's minimum job requirements or where the advanced education, degree or certificate does not enhance the employee's ability to do their job.

The classification of Police Dispatcher shall receive the above educational incentives to a maximum of seven and one-half percent (7.5%).

The City and the Association understand that Education Incentive Pay is reportable under 2 CCR §571(a)(2) and §571.1(b)(2). However, the City and the Association mutually understand and agree that the determination of reportable Education Incentive Pay is at the sole discretion of the California Public Employees' Retirement System (CalPERS) and the City shall not be liable for compensation reportable decisions made by CalPERS.

SECTION 14.2 TRAINING

Employees attending city approved training will be paid for the scheduled time of the class. Travel time shall be paid in accordance with CHPD Lexipol Policy. Employees will have the option of using a city vehicle (if one is available for use) or driving their personal vehicle. If using a personal vehicle, the employee will be reimbursed for mileage at the city rate. The employee's regular commute distance from their residence to work shall be deducted from the mileage if the employee drives directly to training from their residence.

ARTICLE 15 COURT

SECTION 15.1 COURT STANDBY

Employees shall receive two (2) hours of straight time at the base rate of pay for each day assigned to Court Standby time while off duty. However, the employee shall not be eligible for this standby pay if the employee also reports for a court appearance that day. Standby and Court appearance pay will not be paid for the same court proceeding on the same day. To be notified status does not qualify for Court Standby Pay.

SECTION 15.2 COURT APPEARANCE – OUTSIDE OF SCHEDULED WORK HOURS

Employees required to attend court outside of their scheduled work hours related to actions taken as an employee of the City of Citrus Heights shall receive the following compensation:

- Required in court more than two hours outside of a scheduled shift– four (4) hours minimum at one and one-half (1-1/2) times the base rate of pay.
- Required in court less than two hours outside of a scheduled shift – two (2) hours minimum at one and one-half (1-1/2) times the base rate of pay.

Any employee who receives an a.m. subpoena more than four (4) hours prior to a p.m. subpoena, shall receive the applicable minimum overtime for each subpoena, regardless of length of appearance.

Any employee ordered to return after the court's lunch break will receive compensation during the break period.

ARTICLE 16 CALL BACK PAY

CHPEA members, who are required to report for duty other than a scheduled shift, will be compensated four (4) hours at one and one-half (1-1/2) times their base rate of pay. A continuation or extension of a shift, as defined below, is not considered "Call Back" for the purpose of this section.

Shift Continuation: If called to report to their assigned shift thirty (30) minutes or less prior to the beginning of a shift, the employee will be compensated at one and one-half (1-1/2) times the base rate of pay.

Shift Extensions: Employees will be compensated at the rate of one and one- half (1-1/2) times the base rate of pay for hours worked after the end of their shifts.

ARTICLE 17 ON-CALL PAY

Employees required to remain in an on-call status shall receive one (1) hour of straight time pay for on-duty days and two (2) hours of straight time pay for off-duty days. On-call pay will be paid in addition to applicable call back pay.

On-Call duty requires that the employee:

- Be ready to respond to calls for service;
- Be available by phone, email, or radio; and
- Refrain from activities, which might impair the employee's ability to perform their assigned duties.

ARTICLE 18 SCHEDULES

SECTION 18.1 WORK SHIFTS AND WORK SCHEDULES

The Police Chief or designee shall establish work shifts and work schedules for all employees based on operational needs. The Police Chief, or designee, may change an employee's schedule with seven (7) days' notice, unless an emergency exists that requires schedule change. Non-emergency schedule changes with less than seven (7) days' notice shall result in overtime compensation for the first full shift of the changed

schedule. Nothing in this section is meant to prohibit a schedule change as a result of a mutual agreement between the employee and the Police Chief or designee.

Due to the unique requirements of training, this section will not apply to members until after they have completed the initial training program.

SECTION 18.2 POLICE DISPATCHER WORK SCHEDULES

Notwithstanding Section 18.1 above, effective as soon as administratively feasible, but no later than January 1, 2024, the Police Dispatchers 3/12 work schedule shall consist of six (6) / twelve (12) hour workdays and one (1) eight (8) hour workday over a two-week work period. The eight (8) hour workday will remain the same day every other week. All days off in a workweek will be consecutive. Shift bidding will occur prior to the forty (40) hour schedule change and shifts will be selected pursuant to Article 12.

SECTION 18.3 POLICE RECORDS TECHNICIAN SCHEDULES

Notwithstanding Section 18.1 above, effective as soon as administratively feasible, but no later than January 1, 2024, the Police Records Assistant I and II classifications will be reclassified to the Police Records Technician classification and their work schedule will change from the four (4) nine (9) hour workdays to a four (4) ten (10) hour workdays each week. All days off in a workweek will be consecutive.

ARTICLE 19 EXTENSION OF PROBATION

CHPEA represented employees shall only have their eighteen (18) month probationary period extended due to a time period of longer than thirty (30) days during the member's probation based on a leave of absence or other restricted light duty during which the member was not performing the full regular duties of his/her position - including patrol duties - on a continuous basis. In such circumstance, the employee's probationary period will be extended for the same length of time as he/she did not perform the regular duties of the position.

ARTICLE 20 RETIREMENT BENEFITS

The City contracts with the California Public Employees' Retirement System (CalPERS) for retirement benefits for eligible employees. All employees regardless of hire date, pay the member contribution rate as determined by CalPERS. The retirement formula is determined by an employee's date of hire, classification and status with CalPERS.

CHPEA Employees subject to the provisions of the California Public Employees' Pension Reform Act (PEPRA) shall be eligible for the 2% @ 62 retirement formula, three-year average compensation method, as defined by the PEPRA legislation.

CHPEA Employees determined by CalPERS to be classic members, hired by Citrus Heights Police Department on or after August 15, 2011, shall be eligible for the 2% @ 55 retirement formula, three-year average compensation method.

CHPEA Employees hired prior to August 15, 2011, shall be eligible for the 2.7% @ 55 retirement formula, single highest year compensation method.

CalPERS has the final determination regarding determining an employee's status with CalPERS.

ARTICLE 21 PERSONNEL FILES

Employees may request access to his/her own personnel file(s) to the extent provided by law. Employees seeking the removal of any item from their personnel file shall file a written request to the Chief of Police through the chain of command. Employees may be restricted from accessing files containing ongoing Internal Affairs investigations to the extent that it could jeopardize or compromise the investigation pending final disposition or notice to the employee of the intent to discipline or confidential portions of Internal Affairs files which have not been sustained against the employee.

ARTICLE 22 GRIEVANCE PROCEDURE

Grievances will be handled in accordance with the "Grievance Procedure" in the Citrus Heights Police Department Policy Manual (currently Policy 1007).

ARTICLE 23 HOLIDAY/LEAVE TIME

SECTION 23.1 HOLIDAYS

The City generally observes 12 holidays when the offices are closed. Two (2) floating holidays are also credited to employees at the beginning of each calendar year.

Holiday benefits are provided as follows:

- Communications Employees

  Communications employees are provided with seven and a half percent (7.5%) of base salary holiday pay in-lieu of observing holidays.

- Patrol CSOs

  Patrol CSOs assigned to active patrol duties will receive the Mini Sabbatical benefit in lieu of observing holidays.

  The Mini Sabbatical is four continuous weeks of paid leave. The Mini Sabbatical is not an allotment of additional hours to be used in the same manner as Annual Leave. 160 hours (4 weeks of paid time off based on regularly scheduled hours worked per week) are banked as Sabbatical to be used in annual mini-sabbatical bundle. The 160 hours is calculated by taking 12 holidays times 8 hours times 1.5 (overtime – assuming holidays are worked) plus 16 floating holiday hours equals 160 hours ((12 x 8 x 1.5) + 16) = 160. Sabbatical hours are not eligible for cash out. The hours are only accessible for use during the mandatory sabbatical. On July 1 of each year, the sabbatical schedule is determined and hours will be available for use during the fiscal year based on the sabbatical schedule. The sabbatical schedule can be modified at the Chief of Police's discretion.

- Non-Patrol CSOs and Records Employees

  CSOs not assigned to patrol and records employees shall observe standard holidays. These employees will receive eight hours of paid leave when a holiday falls on or is observed on a scheduled work day. If an employee's shift is longer than eight hours, the employee may use accrued annual leave to make up the difference between the eight hours of paid holiday leave and the full shift. If a holiday falls on or is observed on a non-scheduled work day, the employee will accrue eight hours of holiday leave.

SECTION 23.3 ANNUAL LEAVE

Employees shall accrue annual leave as follows:

Years of Service	Annual Accrual	Maximum Accrual
Hire date -Year 4	136	272
Year 5 - Year 9	160	320
Year 10-Year 14	184	368
Year 15-Year 19	200	400
Year 20-Beyond	240	480

Once the maximum accrual limit has been reached, the Annual Leave accrual hours will be added to the Long-Term Medical Leave hours until the employee utilizes the Annual Leave hours thereby reducing the balance below the maximum accrual limit. At no time may an employee's Annual Leave hours exceed the maximum accrual limit.

For purposes of this section, "years of service" includes an employee's years of service at their most recent law enforcement employer.

SECTION 23.4 LONG TERM MEDICAL LEAVE

Employees accrue a total of 40 hours of Long-Term Medical Leave per year beginning on the date of hire. Long Term Medical Leave may be used for an illness or injury requiring the employee to be absent from work. An employee becomes eligible to use this leave only after he/she has utilized 24 hours of accrued leave.

A medical certification may be required. Employees may use their Long-Term Medical Leave for themselves or to care for their immediate family. Unused Long Term Medical Leave is not paid out upon termination of employment.

SECTION 23.5 BEREAVEMENT LEAVE

On the date of hire, full-time employees are entitled to five (5) unpaid days of Bereavement Leave per event due to the death of an eligible family member within thirty (30) days of service. The City will provide full-time employees with twenty-four (24) hours of Bereavement Leave per event due to the death of an eligible family member. The employee shall give notice to their immediate supervisor prior to taking such leave. The city shall authorize bereavement leave with pay for employees, when needed, due to the death of an eligible family member. An employee's leave must occur within three (3) months of the date of death and does not need to be taken consecutively. For purposes of this policy, "eligible family member" includes:

Spouse
Child (including step)
Parent (including in-laws, foster, step and adoptive)
Sibling (including step-siblings)
Grandparent (including step)
Grandchild (including step)
Registered Domestic Partner (including parents of registered domestic partner)
Child of registered domestic partner
A person who stood "in loco parentis" to an employee when the employee was a child

ARTICLE 24 UNIFORMS

SECTION 24.1 UNIFORMS

The City will provide new uniforms for CHPEA represented employees at no cost to the employee. Damaged or worn uniforms will be repaired or replaced with supervisor approval.

SECTION 24.2 UNIFORM ALLOWANCE BENEFIT

The City shall report a uniform allowance benefit at the appropriate rate biweekly to CalPERS for eligible employees as determined by CalPERS. Eligible employees shall be required to pay the employee contribution rate on the value of the uniform allowance benefit.

The Uniform Benefit is determined by the employee's classification per the following table:

Group	Annual	Bi-Weekly
CSI/CSO/CEO/	$494.00	$19.00
Records	$104.00	$4.00
Dispatch	$104.00	$4.00
Animal Services Officers	$390.00	$15.00

ARTICLE 25 HEALTH/WELFARE BENEFITS

SECTION 25.1 HEALTH BENEFIT

Effective August 1, 2026, the City will pay up to the following monthly amounts toward health insurance premiums:

- Employee only - $1,150.00
- Employee Plus One - $2,350.00
- Employee Plus Family - $3,050.00

If an employee has qualifying outside health insurance coverage through a spouse, domestic partner or alternative retirement, the employee can cash-out six hundred dollars ($600.00) per month or add this amount to deferred compensation, plus two hundred dollars ($200) will be contributed by the City to a Health Reimbursement Account (HRA) or deferred compensation (457) plan.

SECTION 25.2 DENTAL INSURANCE

The City shall provide dental insurance coverage for all CHPEA employees. New employees become eligible for dental benefits the first day of the month following the date of hire. Dental premiums for fulltime employees and their dependents are paid 100% by the City.

SECTION 25.3 VISION INSURANCE

The City shall provide vision insurance coverage for all CHPEA employees. New employees become eligible for vision benefits the first day of the month following the date of hire. Vision premiums for fulltime employees and their dependents are paid 100% by the City.

SECTION 25.4 FLEXIBLE SPENDING ACCOUNT

The City offers employees the ability to use pre-tax dollars for (1) reimbursement of eligible medical expenses not covered by the insurance programs and for (2) dependent care. These two programs are called the "Medical Reimbursement Program" and the "Dependent Care Program".

New employees shall become eligible to participate in the medical reimbursement program six months following the date of hire and become eligible to participate in the dependent care reimbursement program the first day of the month following the date of hire. Election amount(s) will be deducted over 24 pay periods.

SECTION 25.5 LONG TERM DISABILITY INSURANCE

The City shall provide long term disability insurance. New employees are enrolled into the Long-Term Disability program the first day of the month following the date of hire. The City pays for the cost of coverage. There is a 30-day waiting period; benefits are paid for the duration of a qualifying disability. Part-time regular employees working at least 20 hours per week qualify for this benefit. Since the City pays the premium on behalf of the employee, if an employee were to receive a benefit – the amount received would be taxable.

SECTION 25.6 LIFE INSURANCE

The City shall provide life insurance benefits for all CHPEA members. Basic Life Insurance/AD&D is effective on the first day of the month following the date of hire and upon the completion of the enrollment process. The City pays the premium for basic life and accidental death and dismemberment (AD&D).

Employees have the opportunity to purchase additional life insurance via a payroll deduction through the Additional Life Insurance Program for themselves, their spouse, domestic partner, and children. This is a portable benefit. Employees have a "guaranteed" amount of additional life insurance coverage that can be purchased without any review by underwriting if you apply within 31 days of becoming eligible.

SECTION 25.7 ON-DUTY PHYSICAL FITNESS PROGRAM

All Community Services Officer (CSO's) who are assigned to records and data compliance or patrol will participate in an on-duty physical fitness program. CSO's will receive one hour of paid time during each regularly scheduled shift to complete a forty (40) minute exercise regime.

ARTICLE 26 SEVERABILITY

Should any section, clause, or provision of this Agreement be declared illegal by final judgment by any court of competent jurisdiction, such invalidation of said section, clause, or provision shall not invalidate the remaining portions hereof and such remaining portions shall continue in full force and effect. In the event of such invalidation, the CHPEA and City agree to meet and confer concerning substitute provisions for any part of this Agreement rendered or declared illegal.

ARTICLE 27 TERM

This Memorandum of Understanding (MOU) shall be in full force and effect commencing on July 1, 2026 and ending at midnight on June 30, 2030.

CITY OF CITRUS HEIGHTS

Ashely J. Feeney, City Manager

Patrick Clark, Lead Negotiator

Susan Talwar, Administrative Services Director

Melissa Rojas, Human Resources Manager

Approved as to form:

Ryan Jones, City Attorney

Attest:

Amy Van, City Clerk

CITRUS HEIGHTS POLICE EMPLOYEES' ASSOCIATION (CHPEA)

Casandra Cisneros, CHPEA President

Kristina Wicker-Estes, CHPEA Representative

RESOLUTION NO. 2026 -___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS, CALIFORNIA ADOPTING THE AMENDED SALARY TABLE WITH COST OF LIVING ADJUSTMENTS AND MARKET EQUITY ADJUSTMENTS

WHEREAS, the City of Citrus Heights engages in sound economic planning practices;

WHEREAS, a salary adjustment and market equity adjustments is warranted given the results of the total compensation inflationary economy and need to keep wages competitive with similarly situated jurisdictions in the local region;

WHEREAS, California Code of Regulations, Title 2, Section 570.5 requires governing bodies of local agencies contracting with the California Public Employees' Retirement System to approve and adopt a payrate schedule in accordance with public meeting laws; and

WHEREAS, the payrate schedule must identify each position by title, the individual payrate amount or ranges for that position, the time base upon which the amounts are based, and track all revisions.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Citrus Heights hereby finds and determines the above recitals are true and correct and have served as the basis, in part, for the findings and actions of the City Council as set forth below.

The City Council hereby adopts the amended Salary Table, Exhibit A, attached to this resolution as follows:

The City Council hereby adopts the following:

- Amended Salary Table, Exhibit A, (attached to this resolution) including 3.8% cost of living adjustment to regular unrepresented positions effective July 12, 2026
- Market Equity adjustments to the benchmark classifications and their internal relationship classifications that were more than 5% below market median
- Adding a new classification: Police Communications Manager and Program Technician
- Deleting unused classification of Fleet Technician, Police Services Supervisor and Police Services Manager
- Updating the minimum wage classifications

The City Clerk shall certify the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California, this 8th day of July 2026 by the following vote, to wit:

AYES: Council Members:
NOES: Council Members:
ABSTAIN: Council Members:
ABSENT: Council Members:

MariJane Lopez-Taff, Mayor

ATTEST:

Amy Van, City Clerk

EXHIBIT A – Amended Salary Schedule (Presented to the City Council July 8, 2026)

Monthly Salary

CITY OF CITRUS HEIGHTS SALARY SCHEDULE

Adopted: July 8, 2026
Effective: July 12 , 2026
Approved by Resolution 2026-XX

Full-Time Unrepresented Position Titles	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Non-Exempt	Exempt
ACCOUNTANT	$ 6,950.31	$ 7,124.07	$ 7,302.17	$ 7,484.72	$ 7,671.84	$ 7,863.64	$ 8,060.23	$ 8,261.74	$ 8,468.28	$ 8,679.98	x	
ACCOUNTING TECHNICIAN	$ 5,133.12	$ 5,261.45	$ 5,392.99	$ 5,527.81	$ 5,666.01	$ 5,807.66	$ 5,952.85	$ 6,101.67	$ 6,254.21	$ 6,410.56	x	
ADMINISTRATIVE ASSISTANT	$ 5,315.13	$ 5,448.01	$ 5,584.21	$ 5,723.82	$ 5,866.92	$ 6,013.59	$ 6,163.93	$ 6,318.03	$ 6,475.98	$ 6,637.87	x	
ADMINISTRATIVE TECHNICIAN	$ 5,846.64	$ 5,992.81	$ 6,142.63	$ 6,296.20	$ 6,453.60	$ 6,614.94	$ 6,780.31	$ 6,949.82	$ 7,123.57	$ 7,301.66	x	
ASSISTANT ENGINEER	$ 7,060.57	$ 7,237.08	$ 7,418.01	$ 7,603.46	$ 7,793.55	$ 7,988.39	$ 8,188.10	$ 8,392.80	$ 8,602.62	$ 8,817.68	x	
ASSISTANT PLANNER	$ 6,566.19	$ 6,730.34	$ 6,898.60	$ 7,071.06	$ 7,247.84	$ 7,429.04	$ 7,614.77	$ 7,805.14	$ 8,000.27	$ 8,200.28	x	
ASSOCIATE CIVIL ENGINEER	$ 8,543.30	$ 8,756.88	$ 8,975.80	$ 9,200.20	$ 9,430.20	$ 9,665.95	$ 9,907.60	$ 10,155.29	$ 10,409.17	$ 10,669.40		x
ASSOCIATE ENGINEER	$ 7,766.62	$ 7,960.79	$ 8,159.81	$ 8,363.81	$ 8,572.91	$ 8,787.23	$ 9,006.91	$ 9,232.08	$ 9,462.88	$ 9,699.45	x	
ASSOCIATE PLANNER	$ 7,222.82	$ 7,403.39	$ 7,588.47	$ 7,778.18	$ 7,972.63	$ 8,171.95	$ 8,376.25	$ 8,585.66	$ 8,800.30	$ 9,020.30		x
BUILDING INSPECTOR I	$ 6,060.00	$ 6,211.50	$ 6,366.79	$ 6,525.96	$ 6,689.11	$ 6,856.34	$ 7,027.75	$ 7,203.44	$ 7,383.53	$ 7,568.12	x	
BUILDING INSPECTOR II	$ 6,666.01	$ 6,832.66	$ 7,003.48	$ 7,178.57	$ 7,358.03	$ 7,541.98	$ 7,730.53	$ 7,923.79	$ 8,121.88	$ 8,324.93	x	
CHIEF BUILDING OFFICIAL	$ 10,891.94	$ 11,164.24	$ 11,443.35	$ 11,729.43	$ 12,022.67	$ 12,323.24	$ 12,631.32	$ 12,947.10	$ 13,270.78	$ 13,602.55		x
CITY CLERK	$ 11,043.81	$ 11,319.91	$ 11,602.91	$ 11,892.98	$ 12,190.30	$ 12,495.06	$ 12,807.44	$ 13,127.63	$ 13,455.82	$ 13,792.22		x
CITY ENGINEER	$ 12,723.38	$ 13,041.46	$ 13,367.50	$ 13,701.69	$ 14,044.23	$ 14,395.34	$ 14,755.22	$ 15,124.10	$ 15,502.20	$ 15,889.75		x
COMMUNICATIONS OFFICER	$ 7,644.96	$ 7,836.08	$ 8,031.98	$ 8,232.78	$ 8,438.60	$ 8,649.56	$ 8,865.80	$ 9,087.45	$ 9,314.64	$ 9,547.51		x
CONSTRUCTION/MAINTENANCE INSPECTOR I	$ 5,765.53	$ 5,909.67	$ 6,057.41	$ 6,208.85	$ 6,364.07	$ 6,523.17	$ 6,686.25	$ 6,853.41	$ 7,024.75	$ 7,200.37	x	
CONSTRUCTION/MAINTENANCE INSPECTOR II	$ 6,342.09	$ 6,500.64	$ 6,663.16	$ 6,829.74	$ 7,000.48	$ 7,175.49	$ 7,354.88	$ 7,538.75	$ 7,727.22	$ 7,920.41	x	
CONSTRUCTION/MAINTENANCE INSPECTOR SUPERVISOR	$ 8,878.93	$ 9,100.90	$ 9,328.42	$ 9,561.63	$ 9,800.67	$ 10,045.69	$ 10,296.83	$ 10,554.25	$ 10,818.11	$ 11,088.57		x
CUSTODIAN	$ 3,488.65	$ 3,575.87	$ 3,665.27	$ 3,756.90	$ 3,850.82	$ 3,947.09	$ 4,045.77	$ 4,146.91	$ 4,250.58	$ 4,356.84	x	
CUSTOMER SERVICE REPRESENTATIVE	$ 4,088.86	$ 4,191.08	$ 4,295.86	$ 4,403.26	$ 4,513.34	$ 4,626.17	$ 4,741.82	$ 4,860.37	$ 4,981.88	$ 5,106.43	x	
DATABASE & APPLICATIONS ANALYST	$ 8,528.20	$ 8,741.41	$ 8,959.95	$ 9,183.95	$ 9,413.55	$ 9,648.89	$ 9,890.11	$ 10,137.36	$ 10,390.79	$ 10,650.56	x	
DEVELOPMENT SERVICES TECHNICIAN I	$ 4,918.37	$ 5,041.33	$ 5,167.36	$ 5,296.54	$ 5,428.95	$ 5,564.67	$ 5,703.79	$ 5,846.38	$ 5,992.54	$ 6,142.36	x	
DEVELOPMENT SERVICES TECHNICIAN II	$ 5,410.20	$ 5,545.45	$ 5,684.09	$ 5,826.19	$ 5,971.84	$ 6,121.14	$ 6,274.17	$ 6,431.02	$ 6,591.80	$ 6,756.59	x	
ENGINEERING TECHNICIAN I	$ 5,556.24	$ 5,695.15	$ 5,837.53	$ 5,983.47	$ 6,133.06	$ 6,286.39	$ 6,443.55	$ 6,604.64	$ 6,769.76	$ 6,939.00	x	
ENGINEERING TECHNICIAN II	$ 6,111.87	$ 6,264.67	$ 6,421.29	$ 6,581.82	$ 6,746.37	$ 6,915.03	$ 7,087.91	$ 7,265.11	$ 7,446.74	$ 7,632.90	x	
EVENTS & COMMUNITY CENTER TECHNICIAN	$ 5,315.13	$ 5,448.01	$ 5,584.21	$ 5,723.82	$ 5,866.92	$ 6,013.59	$ 6,163.93	$ 6,318.03	$ 6,475.98	$ 6,637.87	x	
EVENTS & COMMUNITY CENTER SUPERVISOR	$ 8,079.00	$ 8,280.98	$ 8,488.00	$ 8,700.20	$ 8,917.71	$ 9,140.65	$ 9,369.17	$ 9,603.40	$ 9,843.48	$ 10,089.57		x
EXECUTIVE ASSISTANT	$ 6,431.32	$ 6,592.10	$ 6,756.90	$ 6,925.82	$ 7,098.97	$ 7,276.44	$ 7,458.35	$ 7,644.81	$ 7,835.93	$ 8,031.83	x	
FACILITIES AND FLEET SUPERVISOR	$ 8,738.38	$ 8,956.84	$ 9,180.76	$ 9,410.28	$ 9,645.54	$ 9,886.68	$ 10,133.85	$ 10,387.20	$ 10,646.88	$ 10,913.05		x
FINANCE MANAGER	$ 11,043.81	$ 11,319.91	$ 11,602.91	$ 11,892.98	$ 12,190.30	$ 12,495.06	$ 12,807.44	$ 13,127.63	$ 13,455.82	$ 13,792.22		x
HOUSING & HUMAN SERVICES PROGRAM COORDINATOR	$ 8,791.71	$ 9,011.50	$ 9,236.79	$ 9,467.71	$ 9,704.40	$ 9,947.01	$ 10,195.69	$ 10,450.58	$ 10,711.84	$ 10,979.63		x
HUMAN RESOURCES MANAGER	$ 11,299.17	$ 11,581.65	$ 11,871.19	$ 12,167.97	$ 12,472.17	$ 12,783.97	$ 13,103.57	$ 13,431.16	$ 13,766.94	$ 14,111.11		x
HUMAN RESOURCES TECHNICIAN	$ 6,214.43	$ 6,369.79	$ 6,529.03	$ 6,692.26	$ 6,859.57	$ 7,031.06	$ 7,206.84	$ 7,387.01	$ 7,571.69	$ 7,760.98	x	
INFORMATION TECHNOLOGY SUPPORT SPECIALIST	$ 7,231.61	$ 7,412.40	$ 7,597.71	$ 7,787.65	$ 7,982.34	$ 8,181.90	$ 8,386.45	$ 8,596.11	$ 8,811.01	$ 9,031.29	x	
INFORMATION TECHNOLOGY ANALYST I	$ 6,887.23	$ 7,059.41	$ 7,235.90	$ 7,416.80	$ 7,602.22	$ 7,792.28	$ 7,987.09	$ 8,186.77	$ 8,391.44	$ 8,601.22	x	
INFORMATION TECHNOLOGY ANALYST II	$ 7,575.97	$ 7,765.37	$ 7,959.50	$ 8,158.49	$ 8,362.45	$ 8,571.51	$ 8,785.80	$ 9,005.44	$ 9,230.58	$ 9,461.35	x	
INFORMATION TECHNOLOGY MANAGER	$ 11,154.48	$ 11,433.34	$ 11,719.17	$ 12,012.15	$ 12,312.45	$ 12,620.26	$ 12,935.77	$ 13,259.16	$ 13,590.64	$ 13,930.41		x
MAINTENANCE WORKER I	$ 4,544.60	$ 4,658.22	$ 4,774.68	$ 4,894.05	$ 5,016.40	$ 5,141.81	$ 5,270.36	$ 5,402.12	$ 5,537.17	$ 5,675.60	x	
MAINTENANCE WORKER II	$ 4,999.08	$ 5,124.06	$ 5,252.16	$ 5,383.46	$ 5,518.05	$ 5,656.00	$ 5,797.40	$ 5,942.33	$ 6,090.89	$ 6,243.16	x	
MANAGEMENT ANALYST I	$ 6,949.96	$ 7,123.71	$ 7,301.80	$ 7,484.34	$ 7,671.45	$ 7,863.24	$ 8,059.82	$ 8,261.32	$ 8,467.85	$ 8,679.55		x
MANAGEMENT ANALYST II	$ 7,644.96	$ 7,836.08	$ 8,031.98	$ 8,232.78	$ 8,438.60	$ 8,649.56	$ 8,865.80	$ 9,087.45	$ 9,314.64	$ 9,547.51		x
OFFICE ASSISTANT	$ 3,717.15	$ 3,810.08	$ 3,905.33	$ 4,002.96	$ 4,103.03	$ 4,205.61	$ 4,310.75	$ 4,418.52	$ 4,528.98	$ 4,642.21	x	
OPERATIONS MANAGER	$ 10,891.94	$ 11,164.24	$ 11,443.35	$ 11,729.43	$ 12,022.67	$ 12,323.24	$ 12,631.32	$ 12,947.10	$ 13,270.78	$ 13,602.55		x
PLANS EXAMINER	$ 7,665.91	$ 7,857.56	$ 8,054.00	$ 8,255.35	$ 8,461.73	$ 8,673.27	$ 8,890.10	$ 9,112.35	$ 9,340.16	$ 9,573.67	x	
POLICE COMMANDER	$ 13,697.93	$ 14,040.38	$ 14,391.39	$ 14,751.17	$ 15,119.95	$ 15,497.95	$ 15,885.40	$ 16,282.54	$ 16,689.60	$ 17,106.84		x
POLICE COMMUNICATIONS SUPERVISOR	*$ 8,387.00*	*$ 8,596.68*	*$ 8,811.60*	*$ 9,031.89*	*$ 9,257.69*	*$ 9,489.13*	*$ 9,726.36*	*$ 9,969.52*	*$ 10,218.76*	*$ 10,474.23*	x	

Full-Time Unrepresented Position Titles	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Non-Exempt	Exempt
POLICE COMMUNICATIONS MANAGER	*$ 9,645.07*	*$ 9,886.20*	*$ 10,133.36*	*$ 10,386.69*	*$ 10,646.36*	*$ 10,912.52*	*$ 11,185.33*	*$ 11,464.96*	*$ 11,751.58*	*$ 12,045.37*		x
POLICE LIEUTENANT	$ 11,736.23	$ 12,029.64	$ 12,330.38	$ 12,638.64	$ 12,954.61	$ 13,278.48	$ 13,610.44	$ 13,950.70	$ 14,299.47	$ 14,656.96		x
PRINCIPAL CIVIL ENGINEER	$ 10,807.25	$ 11,077.43	$ 11,354.37	$ 11,638.23	$ 11,929.19	$ 12,227.42	$ 12,533.11	$ 12,846.44	$ 13,167.60	$ 13,496.79		x
PROGRAM ASSISTANT	$ 4,088.86	$ 4,191.08	$ 4,295.86	$ 4,403.26	$ 4,513.34	$ 4,626.17	$ 4,741.82	$ 4,860.37	$ 4,981.88	$ 5,106.43	x	
PROGRAM TECHNICIAN	*$ 4,497.75*	*$ 4,610.19*	*$ 4,725.44*	*$ 4,843.58*	*$ 4,964.67*	*$ 5,088.79*	*$ 5,216.01*	*$ 5,346.41*	*$ 5,480.07*	*$ 5,617.07*	x	
SENIOR ACCOUNTANT	$ 7,992.85	$ 8,192.67	$ 8,397.49	$ 8,607.43	$ 8,822.62	$ 9,043.19	$ 9,269.27	$ 9,501.00	$ 9,738.52	$ 9,981.98		x
SENIOR BUILDING INSPECTOR	$ 7,665.91	$ 7,857.56	$ 8,054.00	$ 8,255.35	$ 8,461.73	$ 8,673.27	$ 8,890.10	$ 9,112.35	$ 9,340.16	$ 9,573.67	x	
SENIOR CIVIL ENGINEER	$ 9,824.78	$ 10,070.40	$ 10,322.16	$ 10,580.21	$ 10,844.72	$ 11,115.84	$ 11,393.74	$ 11,678.58	$ 11,970.54	$ 12,269.81		x
SENIOR ENGINEER	$ 9,356.94	$ 9,590.86	$ 9,830.63	$ 10,076.40	$ 10,328.31	$ 10,586.52	$ 10,851.18	$ 11,122.46	$ 11,400.52	$ 11,685.53		x
SENIOR DATABASE AND APPLICATIONS ANALYST	$ 9,381.02	$ 9,615.55	$ 9,855.94	$ 10,102.34	$ 10,354.90	$ 10,613.77	$ 10,879.11	$ 11,151.09	$ 11,429.87	$ 11,715.62	x	
SENIOR FACILITY ATTENDANT	$ 3,403.56	$ 3,488.65	$ 3,575.87	$ 3,665.27	$ 3,756.90	$ 3,850.82	$ 3,947.09	$ 4,045.77	$ 4,146.91	$ 4,250.58	x	
SENIOR MAINTENANCE WORKER	$ 5,748.95	$ 5,892.67	$ 6,039.99	$ 6,190.99	$ 6,345.76	$ 6,504.40	$ 6,667.01	$ 6,833.69	$ 7,004.53	$ 7,179.64	x	
SENIOR MANAGEMENT ANALYST	$ 8,791.71	$ 9,011.50	$ 9,236.79	$ 9,467.71	$ 9,704.40	$ 9,947.01	$ 10,195.69	$ 10,450.58	$ 10,711.84	$ 10,979.63		x
SENIOR PAYROLL TECHNICIAN	$ 6,214.43	$ 6,369.79	$ 6,529.03	$ 6,692.26	$ 6,859.57	$ 7,031.06	$ 7,206.84	$ 7,387.01	$ 7,571.69	$ 7,760.98	x	
SENIOR PLANNER	$ 7,551.12	$ 7,739.90	$ 7,933.40	$ 8,131.73	$ 8,335.02	$ 8,543.40	$ 8,756.99	$ 8,975.91	$ 9,200.31	$ 9,430.32		x
SENIOR TRAFFIC SIGNAL & LIGHTING TECHNICIAN	$ 9,356.94	$ 9,590.86	$ 9,830.63	$ 10,076.40	$ 10,328.31	$ 10,586.52	$ 10,851.18	$ 11,122.46	$ 11,400.52	$ 11,685.53	x	

Citrus Heights Police Officers Association	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Non-Exempt	Exempt
POLICE OFFICER	$ 7,714.78	$ 7,907.65	$ 8,105.34	$ 8,307.97	$ 8,515.67	$ 8,728.56	$ 8,946.77	$ 9,170.44	$ 9,399.70	$ 9,634.70	x	
POLICE SERGEANT	$ 9,522.27	$ 9,760.33	$ 10,004.34	$ 10,254.45	$ 10,510.81	$ 10,773.58	$ 11,042.92	$ 11,318.99	$ 11,601.96	$ 11,892.00	x	
Sworn (non-members of Police Officers Association)												
POLICE BOOKING OFFICER	$ 5,980.03	$ 6,129.53	$ 6,282.77	$ 6,439.84	$ 6,600.84	$ 6,765.86	$ 6,935.01	$ 7,108.39	$ 7,286.10	$ 7,468.25	x	
Non-Sworn (non-members of Police Officers Association)												
POLICE OFFICER RECRUIT	$ 7,347.40											

Citrus Heights Police Employees Association	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Non-Exempt	Exempt
ANIMAL SERVICES OFFICER I	$ 5,217.70	$ 5,348.14	$ 5,481.84	$ 5,618.89	$ 5,759.36	$ 5,903.34	$ 6,050.92	$ 6,202.19	$ 6,357.24	$ 6,516.17	x	
ANIMAL SERVICES OFFICER II	$ 5,739.45	$ 5,882.94	$ 6,030.01	$ 6,180.76	$ 6,335.28	$ 6,493.66	$ 6,656.00	$ 6,822.40	$ 6,992.96	$ 7,167.78	x	
CODE ENFORCEMENT OFFICER I	$ 5,356.70	$ 5,490.62	$ 5,627.89	$ 5,768.59	$ 5,912.80	$ 6,060.62	$ 6,212.14	$ 6,367.44	$ 6,526.63	$ 6,689.80	x	
CODE ENFORCEMENT OFFICER II	$ 5,892.38	$ 6,039.69	$ 6,190.68	$ 6,345.45	$ 6,504.09	$ 6,666.69	$ 6,833.36	$ 7,004.19	$ 7,179.29	$ 7,358.78	x	
COMMUNITY SERVICES OFFICER I	$ 4,727.30	$ 4,845.48	$ 4,966.62	$ 5,090.79	$ 5,218.06	$ 5,348.51	$ 5,482.22	$ 5,619.28	$ 5,759.76	$ 5,903.76	x	
COMMUNITY SERVICES OFFICER II	$ 5,200.04	$ 5,330.04	$ 5,463.29	$ 5,599.87	$ 5,739.87	$ 5,883.37	$ 6,030.45	$ 6,181.21	$ 6,335.74	$ 6,494.13	x	
CRIME SCENE/PROPERTY EVIDENCE SPECIALIST I	$ 5,708.22	$ 5,850.93	$ 5,997.20	$ 6,147.13	$ 6,300.81	$ 6,458.33	$ 6,619.79	$ 6,785.28	$ 6,954.91	$ 7,128.78	x	
CRIME SCENE/PROPERTY EVIDENCE SPECIALIST II	$ 6,279.04	$ 6,436.02	$ 6,596.92	$ 6,761.84	$ 6,930.89	$ 7,104.16	$ 7,281.76	$ 7,463.80	$ 7,650.40	$ 7,841.66	x	
POLICE CRIME ANALYST	$ 6,995.38	$ 7,170.26	$ 7,349.52	$ 7,533.26	$ 7,721.59	$ 7,914.63	$ 8,112.50	$ 8,315.31	$ 8,523.19	$ 8,736.27	x	
POLICE DISPATCHER I	$ 6,027.32	$ 6,178.00	$ 6,332.45	$ 6,490.76	$ 6,653.03	$ 6,819.36	$ 6,989.84	$ 7,164.59	$ 7,343.70	$ 7,527.30	x	
POLICE DISPATCHER II	$ 6,630.05	$ 6,795.80	$ 6,965.69	$ 7,139.83	$ 7,318.33	$ 7,501.29	$ 7,688.82	$ 7,881.04	$ 8,078.07	$ 8,280.03	x	
POLICE RECORDS TECHNICIAN	$ 4,852.46	$ 4,973.77	$ 5,098.11	$ 5,225.56	$ 5,356.20	$ 5,490.10	$ 5,627.35	$ 5,768.03	$ 5,912.23	$ 6,060.04	x	
SENIOR ANIMAL SERVICES OFFICER	$ 6,600.37	$ 6,765.38	$ 6,934.51	$ 7,107.87	$ 7,285.57	$ 7,467.71	$ 7,654.40	$ 7,845.76	$ 8,041.90	$ 8,242.95	x	
SENIOR CODE ENFORCEMENT OFFICER	$ 6,481.62	$ 6,643.66	$ 6,809.75	$ 6,979.99	$ 7,154.49	$ 7,333.35	$ 7,516.68	$ 7,704.60	$ 7,897.22	$ 8,094.65	x	
SENIOR COMMUNITY SERVICES OFFICER	$ 5,980.03	$ 6,129.53	$ 6,282.77	$ 6,439.84	$ 6,600.84	$ 6,765.86	$ 6,935.01	$ 7,108.39	$ 7,286.10	$ 7,468.25	x	
SENIOR CRIME SCENE/PROPERTY EVIDENCE SPECIALIST	$ 6,906.95	$ 7,079.62	$ 7,256.61	$ 7,438.03	$ 7,623.98	$ 7,814.58	$ 8,009.94	$ 8,210.19	$ 8,415.44	$ 8,625.83	x	
SENIOR POLICE DISPATCHER	$ 7,293.05	$ 7,475.38	$ 7,662.26	$ 7,853.82	$ 8,050.17	$ 8,251.42	$ 8,457.71	$ 8,669.15	$ 8,885.88	$ 9,108.03	x	
SENIOR POLICE RECORDS TECHNICIAN	$ 5,337.68	$ 5,471.12	$ 5,607.90	$ 5,748.10	$ 5,891.80	$ 6,039.10	$ 6,190.08	$ 6,344.83	$ 6,503.45	$ 6,666.04	x	

Executive Management	Range Low	Range High
ADMINISTRATIVE SERVICES DIRECTOR	$ 14,183.77	$ 18,758.31
CHIEF OF POLICE	$ 16,138.44	$ 21,343.35
CITY MANAGER	$ 25,411.11	$ 25,411.11
COMMUNITY DEVELOPMENT DIRECTOR	$ 14,130.45	$ 18,687.79
ECONOMIC DEVELOPMENT AND COMMUNITY ENGAGEMENT DIRECTOR	$ 13,706.00	$ 18,126.44
GENERAL SERVICES DIRECTOR	$ 14,631.88	$ 19,350.66

CITY COUNCIL

$1,900 per month (as outlined in Government Code § 36516) effective 12/01/2024

Extra Help	Hourly Range Low	Hourly Range High
COMMUNITY SERVICES OFFICER - EXTRA HELP	$ 27.27	$ 34.06
FACILITY ATTENDANT	$ 20.13	$ 25.14
FACILITY ATTENDANT TRAINEE	$ 16.90	$ 16.90
INTERN	$ 16.90	$ 16.90
MANAGEMENT INTERN	$ 17.60	$ 21.98
POLICE DISPATCH ASSISTANT - EXTRA HELP	$ 23.62	$ 29.50
POLICE DISPATCHER-PER DIEM A	$ 35.05	$ 35.05
POLICE DISPATCHER-PER DIEM B	$ 43.43	$ 43.43
POLICE DISPATCHER-PER DIEM C	$ 47.77	$ 47.77
POLICE OFFICER - RESERVE III-EXTRA HELP	$ 16.90	$ 20.61
POLICE OFFICER - RESERVE II-EXTRA HELP	$ 17.75	$ 21.64
POLICE OFFICER - RESERVE I-EXTRA HELP	$ 44.51	$ 55.58
POLICE OFFICER - R1 TRAINEE-EXTRA HELP	$ 22.52	$ 28.13

Revision Summary

Resolution 2013-097 passed 09-04-2013; eff. 07-01-2013
Resolution 2013-129 passed 12-13-2013; eff. pay date of 01-17-2014
Resolution 2014-018 passed 02-13-2014; eff. 02-13-14
Resolution 2014-049 passed 06-12-2014; eff. 06-12-2014
Resolution 2014-118 passed 12-11-2014 Retroactive Schedule for FY 2012-2013
Resolution 2014-122 passed 12-11-2014 eff. 12-28-2014
Resolution 2015-007 passed 01-22-2015 eff. 01-25-2015
Resolution 2015-077 passed 07-23-2015 eff. pay date of 07-17-2015
Resolution 2015-106 passed 12-10-2015 eff. 01-01-2016
Resolution 2016-041 passed 06-23-2016 eff. pay date of 07-15-16

Resolution 2016-057 passed 07-28-2016 eff. 06-25-2016 (incl. represented)
Resolution 2016-099 passed 12-08-2016 eff. 01-01-2017
Resolution 2017-026 passed 04-27-2017 eff. retroactive to 11-14-16
Resolution 2017-026 passed 04-27-2017 eff. 04-27-2017
Resolution 2017-065 passed 08-10-2017 eff. 08-13-2017
Resolution 2017-075 passed 08-24-2017 eff. 09-03-2017
Resolution 2017-087 passed 10-12-2017 eff. 10-12-2017
Resolution 2017-090 passed 10-26-2017 eff. 10-29-2017 (incl. represented POA)
Resolution 2017-096 passed 12-14-2017 eff. 01-01-2018
Resolution 2018-046 passed 05-24-2018 eff. retroactive to 02-17-2018
Resolution 2018-117 passed 11-08-2018 eff. 11-08-2018
Resolution 2018-128 passed 12-13-2018 eff. 12-23-2018
Resolution 2019-017 passed 01-24-2019 eff. retroactive to 01-06-2019
Resolution 2019-100 passed 11-14-2019
Resolution 2019-101 passed 11-14-2019 eff. 12-22-2019
Resolution 2020-122 passed 11-12-2020 eff. 12-20-2020
Resolution 2021-013 passed 03-11-2021
Resolution 2021-075 passed 08-12-2021
Resolution 2021-087 passed 10-14-2021
Resolution 2021-101 passed 12-09-2021
Resolution 2021-112 passed 12-23-2021
Resolution 2022-059 passed 06-23-2022
Resolution 2022-095 passed 09-22-2022
Resolution 2021-087 & 2021-112 POA & PEA MOUs 2% COLA effective 09-25-2022
Resolution 2022-112 passed 11-10-2022
Resolution 2023-090 passed 09-28-2023
Resolution 2024-048 passed 06-27-2024 eff. 07/14/2024
Resolution 2025-002 passed 01-08-2025 eff. 12/29/2024
Resolution 2025-020 passed 04-09-2025 eff. 04/09/2025
Resolution 2025-039 passed 06-11-2025 eff. 07/13/2025

RESOLUTION NO. 2026 -___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS, CALIFORNIA ADOPTING THE AMENDEDMENTS TO THE EMPLOYER CONTRIBUTION LEVEL FOR THE EMPLOYEE HELATH BENEFITS

WHEREAS, the City of Citrus Heights engages in sound economic planning practices;

WHEREAS, the City regularly completes a review of its total compensation and benefits package, financial status and budget projections for the upcoming year;

WHEREAS, the City Council for the City of Citrus Heights establishes the contribution level for employee health benefits for employees for the City of Citrus Heights; and

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Citrus Heights does hereby adopt the modifications to the city's health insurance contributions as follows:

Change in city health insurance contributions as follows:

- City Medical Plan Contribution – Effective August 1, 2026:
  - Employee Only – up to $1,150 per month
  - Employee Plus One – up to $2,350 per month
  - Employee Plus Two or More – up to $ 3,050 per month

- In-Lieu of Medical Plan – Effective August 1, 2026:
  - If an employee has proof of qualifying outside health insurance coverage, provide $800 per month* ($600 plus $200 to an employee's Health Reimbursement Arrangement (HRA) or deferred compensation account).

* requires proof of qualifying outside health insurance coverage through a spouse, domestic partner or alternative retirement

The City Clerk shall certify the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California, this 8th day of July 2026 by the following vote, to wit:

AYES: Council Members:
NOES: Council Members:
ABSTAIN: Council Members:
ABSENT: Council Members:

_____
MariJane Lopez-Taff, Mayor

ATTEST:

_____
Amy Van, City Clerk

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