

RESOLUTION NO. 2026-25

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EXETER AUTHORIZING WAGE AND RELATED BENEFITS FOR EMPLOYEES OF THE MID-MANAGEMENT GROUP

WHEREAS, the City Council of the City of Exeter ("City" or "City Council") is authorized to set the terms and conditions of employment for unrepresented employees; and

WHEREAS, the City Council desires to memorialize in a single Resolution the benefits and compensation currently provided to Mid-Management employees ("Mid-Management"); and

WHEREAS, this Resolution is intended to and does supersede all previous resolutions and terms and conditions of employment for Mid-Management employees; and

WHEREAS, this Resolution may be modified, amended, terminated, or superseded by the City Council at any time; and

WHEREAS, this Resolution shall apply to all Mid-Management employees, which include the following positions: Police Lieutenant, Finance Manager, City Clerk/Human Resources Manager, Deputy City Clerk/Personnel Officer, and Operations Manager; and

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the City Council adopts this Resolution, which shall be effective July 1, 2026 and will remain in effect until it is modified, amended, terminated, or superseded by further resolution of the City Council.

SECTION I - INCORPORATION

In the event of a conflict between this Resolution and the City of Exeter Personnel Rules and Regulations ("Personnel Rules and Regulations"), this Resolution shall prevail. Unless otherwise specified in this Resolution or made inapplicable by the terms of the Personnel Rules and Regulations, the Personnel Rules and Regulations are incorporated in this Resolution.

SECTION II – Wages

Effective the first full pay period including July 1, 2026, the City shall adjust the salary schedule for the following Mid-Management classifications based upon equity adjustments identified through the City's 2026 Classification and Compensation Study:

Classification	Current Adjustment	Effective First Full Pay Period Including July 1, 2026	Effective First Full Pay Period Including July 1, 2027
Finance Manager	Equity Adjustment	5.0%	5.0%
Operations Manager	Equity Adjustment	5.0%	5.0%
City Clerk/Human Resources Manager	Equity Adjustment	2.5%	2.5%
Deputy City Clerk/Personnel Officer	No Equity Adjustment	0.0%	0.0%
Police Lieutenant	Equity Adjustment	2.0%	2.0%

These salary adjustments are intended to address market competitiveness and internal equity and shall not be construed as across-the-board salary increases.

The salary schedule for the Police Lieutenant classification is further amended to establish a Step F, which shall be five percent (5%) above Step E, consistent with the City's established five percent (5%) salary progression between salary steps.

SECTION III - HOURS OF WORK AND OVERTIME

SECTION 3.1 HOURS OF WORK

The provisions in this section govern hours of work for employees. However, this provision shall not interfere with essential services of a department. Mid-management employees for the City are assigned a schedule of 40 hours per week, but may require additional hours based on assignment and workload. Shifts vary as required to meet the operational requirements of the department where the employee works. When desirable, the Department Head with approval from the City Administrator may designate other working hours for employees whose specific duties require it.

SECTION 3.2 OVERTIME

All Mid-Management employees are classified as exempt employees and are ineligible for overtime pay.

SECTION IV - LEAVES

SECTION 4.1 HOLIDAYS

Holiday leave shall be provided in accordance with Section 419 and 420 of the Personnel Rules and Regulations.

SECTION 4.2 VACATION

Vacation leave shall be provided in accordance with Chapter Six (6) of the Personnel Rules and Regulations. Non-sworn employees may accumulate vacation leave up to two times their annual accrual rate. For example, a non-sworn employee who has worked for the City for six years may accrue up to 224 hours. Sworn employees may accumulate up to 360 hours, regardless of years of service. Once an employee meets the applicable cap, vacation will cease to accrue until the leave balance drops below the maximum accrual.

SECTION 4.3 VACATION REDEMPTION

Mid-management employees covered by this resolution may elect to receive cash in lieu of up to eighty (80) hours of vacation leave accrual each calendar year, subject to the terms and conditions in this section.

To receive cash in lieu of vacation leave accrual, an employee must submit an irrevocable written election form no later than December 31st of the calendar year prior to the calendar year in which the employee wishes to receive cash in lieu of leave. To be eligible, the employee must, as of the December 31 deadline, have at least one-hundred sixty (160) hours of vacation leave accrued and must have taken at least forty (40) hours of vacation leave during the previous year. The cash in lieu will be payable in the last pay period of November the following calendar year. Only leave hours already accrued in the calendar year for which an election is made may be cashed out. Cashouts for leave hours accrued in a prior calendar year are not allowed. If an employee for any reason would not have accrued the full amount elected for cash-out during the current year, the cash-out amount will be reduced accordingly.

SECTION 4.4 SICK LEAVE

Sick leave shall be provided in accordance with Chapter Seven (7) of the Personnel Rules and Regulations.

SECTION 4.5 EXECUTIVE LEAVE

Mid-Management employees receive 80 hours of executive leave every July 1. An employee who is hired in an exempt position after December 31, shall be granted a prorated portion based on number of months remaining in the year of the total hours of Executive Leave for the remainder of the fiscal year. Executive Leave must be used within the fiscal year accumulated and may not be carried over from one fiscal year to another.

SECTION 4.6 OTHER LEAVES

Other leaves, including jury leave, military leave, and medical and family leaves shall be provided in accordance with Chapter 8 of the Personnel Rules and Regulations.

SECTION V - SPECIAL PAYS

SECTION 5.1 BILINGUAL PAY

The City will provide \$23.08 bi-weekly in compensation for qualified bilingual employees routinely and consistently assigned in designated positions requiring communication skills in languages other than English who satisfactorily pass the City's designated bilingual testing/exam process.

SECTION 5.2 RETENTION PAY

Retention Pay (Longevity Pay) shall be available to all Mid-management employees.

Mid-management employees holding the following positions; Finance Manager, City Clerk/Human Resources Manager, Deputy City Clerk/Personnel Officer and Operations Manager shall receive retention pay based on complete years of City of Exeter full-time employment/service as a percentage of base wages as follows: 2.5% at each of 6, 10, and 15 years (up to a maximum of 7.5%).

Mid-management employees holding the Police Lieutenant position shall receive retention pay based on complete years of City of Exeter full-time, sworn law enforcement officer employment/service as a percentage of base wages as follows: 2.5% at each of 6, 10, and 15 years (up to a maximum of 7.5%). Lateral officers' prior full-time, sworn law enforcement officer employment/service under Penal Code section 830 et seq. or the out-of-state equivalent will be counted toward years of service in determining retention pay. Substantiation of prior sworn service must be provided to Human Resources, which will have sole responsibility for verifying and approving prior service.

SECTION 5.3 EDUCATION PAY

An educational/training incentive program shall be available to those in the Police Lieutenant classification. The City finds that the degrees below enhance Police Lieutenants' ability to do their jobs.

The educational/training incentive program shall be as follows:

A 2.5% salary increase, paid bi-weekly, shall be granted with the completion of a Bachelor's Degree in Public Administration, Criminal Justice and Administration, Business Administration, or related field with a major in Police Science, OR the completion of the Advanced POST training and certification. Compensation will begin after the Employee provides the City with the appropriate documentation showing completion.

In no case shall an employee be eligible for more than a total of 2.5% in educational/training incentives.

SECTION 5.4 CELL PHONE STIPEND

Mid-management employees shall receive a \$20.77 bi-weekly stipend to be used towards payment of their personal cellular telephone account if they agree to allow the City to use their personal cellular telephone number to contact them regarding work related issues. Employees may also elect to decline the monthly stipend and instead be provided with a City issued cell phone.

SECTION 5.5 UNIFORM ALLOWANCE

Police Lieutenants shall receive Police Uniforms. Upon hire, Police Lieutenants shall be provided a police uniform. After six months of employment, new Police Lieutenants covered by this resolution will receive a uniform contribution from the City of \$1,200.00 for the remainder of the year, paid bi-weekly at a rate of \$92.31 with their regular payroll check. After the completion of one year of service, Police Lieutenants covered by this resolution will receive an annual uniform contribution from the City of \$1,200.00, paid bi-weekly at a rate of \$46.15 with their regular paycheck. This is the same amount provided to the Exter Police Officers Association.

Those in the Operations Manager position shall be provided uniforms at no cost to the employee. The employee shall not wear the uniforms for other than job related purposes. An employee will have to pay for replacement of, loss, or careless damages to the uniform.

SECTION 5.6 BOOT ALLOWANCE

Those in the Operations Manager position who have been actively working their regularly assigned shift for the preceding six months, or are a new hire, or are returning to their regular work schedule after an extended absence, the City shall provide a boot allowance of \$250.00 per fiscal year to those requiring such footwear. This allowance is not retroactive - it applies to

the current fiscal year at the time it is requested. The employee may purchase appropriate boots/shoes from one of the following authorized vendors:

- Boot Barn
- Lehigh Outfitters
- Redwing
- Morris Levin
- Tractor Supply

Any boot or shoe purchased must be certified as "ASTM F2413-05 PT Class 75 Protective Toe" compliant. The employee may request to purchase boots from another vendor by submitting a written request to the Department Head, said request must be approved by the Department Head prior to purchase. If the desired footwear exceeds \$250.00 in cost, the employee will be responsible for paying the difference at the time of purchase. Employee shall present the purchased shoes/boots to the Department Head to confirm the appropriateness before use. If the selected work boots do not exceed \$250.00, the employee may at their discretion elect to purchase work stockings from the same vendor, and at the same time as the boot purchase, up to a total combined amount of \$250.00 for boots/shoes and work stockings.

Employee must submit written request to purchase boots to the Department Head prior to purchase, and said request must be approved by the Department head and Finance Director prior to purchase of any boot.

SECTION VI - RETIREMENT BENEFITS

SECTION 6.1 CalPERS DEFINED BENEFIT PLAN

Mid-Management employees are subject to the following retirement contributions based on the appropriate CalPERS contract:

- A. Safety employees who are not defined as "new members" will pay the entire 9.0% employee contribution and an additional 3.0% of their salaries toward the Employer contribution to the plan for a total of 12.0%.
- B. Miscellaneous employees who are not defined as "new members" will pay the entire 8.0% employee contribution and an additional 3.0% of their salaries toward the Employer contribution to the plan for a total of 11.0%.
- C. Safety employees who are defined as "new members" under PEPRa will be subject to all applicable PEPRa provisions. New members will pay one half of the total normal cost of the retirement benefit, as determined by CalPERS. New members also pay an additional 3.0% of their salaries toward the Employer contribution to the plan.
- D. Miscellaneous employees who are defined as "new members" under PEPRa will be subject to all applicable PEPRa provisions. New members will pay one-half of the total normal cost of the retirement benefit, as determined by CalPERS. New members will also pay an additional 3.0% of their salaries toward the Employer contribution to the plan.

Mid-Management employees shall continue to pay 3.0% of the CalPERS employer contribution as cost sharing. If for whatever reason, the cost sharing provisions are deemed not to continue, then Mid-Management employee compensation shall also be reduced by the same percentage as cost sharing is reduced, retroactive to the same date that cost sharing is deemed to have ceased or been reduced.

SECTION 6.2 DEFERRED COMPENSATION PROGRAM

The deferred compensation plan is a voluntary retirement program. Mid-Management employees determine how much of their pay is to be contributed to the deferred compensation plan. The City agrees to match employees' contribution into the City's designated deferred compensation program in an amount up to \$50.00 per bi-weekly pay period.

SECTION VII - HEALTH AND WELFARE BENEFITS

SECTION 7.1 HEALTH, VISION, AND DENTAL

During the period this Resolution remains in effect, the City will retain a health program (medical/dental/vision benefits) that covers each full-time employee, and their family (if elected) with employee contribution as follows: \$80.00 per pay period for the employee, \$165.00 per pay period for an employee + 1, and \$185.00 per pay period for an employee's family. Please note that employee contribution amounts are subject to future negotiations and are subject to change.

SECTION 7.2 EMPLOYEE CLINIC

Mid-management employees and their families who participate in the City's health plan, can utilize the Elite Wellness Employee Health Clinic on Mineral King and Johnson Street in Visalia, California at no cost.

SECTION 7.3 LIFE INSURANCE

City employees are covered under the City provided life insurance program as outlined in Section 1915 of the Personnel Rules and Regulations.

SECTION 7.4 EMPLOYEE ASSISTANCE PROGRAM

The City offers an Employee Assistance Program ("EAP"). Employees who believe they may have an alcohol or drug problem are urged to voluntarily seek confidential assistance from the Employee Assistance Program (EAP). EAP is a part of a network of professional counselors and designed to provide help for employees who, among other things, may have an alcohol or drug problem or both.

SECTION VIII – IRC SECTION 125 PLAN & AFLAC SUPPLEMENTAL PROGRAMS

The City offers an IRC Section 125 plan to employees as well as AFLAC supplemental programs such as: whole life insurance; individual term life insurance; cancer indemnity insurance, limited benefit health insurance, accidental means-only insurance with a wellness benefit, and hospital confinement indemnity insurance at the employees own cost.

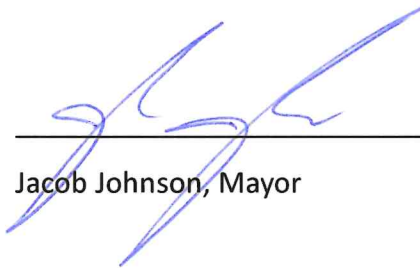
PASSED, APPROVED AND ADOPTED this 28th day of July 2026.

AYES: WILSON, LENTZ, RIDDLE, ALVES, JOHNSON

NOES: Ø

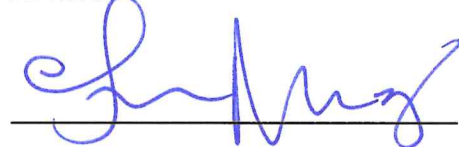
ABSTAIN: Ø

ABSENT: Ø



Jacob Johnson, Mayor

ATTEST:



Francesca Nevarez, City Clerk