

SIDE LETTER AGREEMENT
BETWEEN CITY OF CHICO AND CHICO CONFIDENTIALS GROUP
REGARDING CONTRACT REOPENER

Pursuant to the provisions of the Meyers-Milias-Brown Act (“MMBA”) and Subarticle 1.6, entitled “Letter Agreement for Variation of Provisions” of the Memorandum of Understanding between the City of Chico (“City”) and Confidentials (“CNF”) effective July 1, 2022 through June 30, 2025 (“2022 MOU - CNF”), this Side Letter Agreement is entered into on March 20, 2024, between the City and the CNF (“Side Letter Agreement”) as an amendment to the 2022 MOU - CNF. It is understood and agreed that the specific provisions contained in this Side Letter Agreement shall supersede any previous agreements, whether oral and/or written, regarding the matters contained herein. Except as provided herein, all wages, hours and other terms and conditions of employment presently enjoyed by CNF in the 2022 MOU - CNF shall remain in full force and effect.

Therefore, the City and Union agree to the following modifications:

1.4 TERM. Unless otherwise provided for herein, the provisions of this MOU shall become effective for the period of July 1, 2022, through ~~June 30~~December 31, 2025, provided, however, that such provisions shall only be applicable to those Employees who are employed on and after the date that this MOU is approved by City Council. This MOU supersedes and replaces in all respects the terms and conditions established in all prior Resolutions or MOUs setting forth Employee pay and benefits. City or Confidentials shall provide written notice to the other of the desire to negotiate a new MOU on or before February 1 of any year during the term of this MOU in which the MOU expires at the end of the fiscal year, unless otherwise agreed upon by both parties.

5.1 BASIC PAY

A. Established. A Basic Pay schedule shall be established consisting of Pay Ranges assigned to each applicable job title. ~~For employees hired prior to May 3, 2016, a~~ Pay Range shall consist of ~~seven (7)~~ eight (8) Pay Steps. Each of the steps shall have an hourly Basic Pay rate and shall be titled as Steps A-HG, respectively. ~~For employees hired on or after May 3, 2016, a Pay Range shall consist of fourteen (14) Pay Steps. Each of the fourteen (14) steps shall have an hourly Basic Pay Rate and shall be titled as Steps A-N.~~

G. Pay Range Increases.

Effective July 3, 2022 , the City shall increase the salary schedule (Appendix 1) by six percent (6%).

Effective after ratification and approval by Council of this side letter, the City shall increase the salary schedule (Appendix 1) by 7.5% for all CNF members. The position of Human Resources Technician will be increased by an additional 7.5% and the position of Payroll Technician will be increased by an additional 2.98%.

Effective in the first full pay period after January 1, 2025, the City shall increase the salary schedule (Appendix 1) by 4.5% for all CNF members.

Appendix “3”

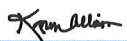
Length of Service	Bi-weekly Accrual Rate	Annual Accrual Rate	Max Accrual Balance
7th month through 36th month	3.08	80.08	320
37th month through 96th month	4.62	120.12	320
97th month through 108th month	4.93	128.18	320
109th month through 120th month	5.23	135.98	340
121st month through 132nd month	5.54	144.04	360
133rd month through 144th month	5.85	152.10	380
145th month through 156th month	6.16	160.16	380
157th month through 168th month	6.47	168.22	380

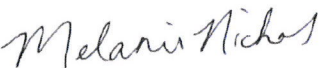
169th month through 180th month	6.78	176.28	380
181st month through 192nd month	7.09	184.34	380
193rd month through 2043 thrd thrd month	7.39	192.14	380
2054th month and forward	7.69	199.94	380

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Signed and dated as follows:

For Confidentials:

 25/03/2024
Karen Allison (Mar 25, 2024 11:16 PDT)
 Karen Allison (Date)


 25/03/2024
 Melanie Nichols (Date)

For the City of Chico:

 22/03/2024
 Chelsea Phebus, Director of HR/RM (Date)

 23/03/2024
Mark Sorensen (Mar 23, 2024 09:52 PDT)
 Mark Sorensen, City Manager (Date)

Approved As To Form And Content:


John W. Lam (Mar 25, 2024 09:44 PDT)
 John Lam, City Attorney*
 *Pursuant to The Charter of the City of Chico, Section 906 (D)

**MEMORANDUM OF UNDERSTANDING BETWEEN
THE CITY OF CHICO
AND
CONFIDENTIALS (CNF)
REGARDING PAY, HOURS, AND OTHER TERMS AND
CONDITIONS OF EMPLOYMENT FOR THE PERIOD OF JULY 1, 2022 - ~~DECEMBER 31, 2025~~
(2022 MOU - CNF)**

APPENDIX "1"

PAY SCHEDULE FOR EMPLOYEES

Basic Pay Schedule - Employees Hired Prior to 05/03/2016 (Effective 11/07/2023)

POSITION TITLE	HOURLY PAY RATES														BIWEEKLY PAY RATE		ANNUAL PAY RATE	
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	MINIMUM	MAXIMUM	MINIMUM	MAXIMUM
Accounting Technician	22.30	23.43	24.59	25.82	27.11	28.47	29.89	30.64	-	-	-	-	-	-	1,784.19	2,451.57	46,388.99	63,740.77
Administrative Assistant	19.39	20.36	21.38	22.45	23.56	24.75	25.98	26.64	-	-	-	-	-	-	1,550.99	2,131.02	40,325.79	55,406.62
Administrative Specialist	25.30	26.56	27.89	29.29	30.75	32.29	33.90	34.75	-	-	-	-	-	-	2,024.18	2,779.74	52,628.58	72,273.34
City Clerk Technician	19.39	20.36	21.38	22.45	23.56	24.75	25.98	26.64	-	-	-	-	-	-	1,550.99	2,131.02	40,325.79	55,406.62
Deputy City Clerk	29.40	30.87	32.42	34.04	35.74	37.53	39.40	40.39	-	-	-	-	-	-	2,352.35	3,230.88	61,161.15	84,002.88
Executive Administrative Assistant	20.36	21.37	22.44	23.57	24.74	25.98	27.28	27.97	-	-	-	-	-	-	1,628.54	2,237.58	42,342.08	58,176.96
Finance Analyst	21.99	23.09	24.24	25.46	26.73	28.07	29.47	30.64	-	-	-	-	-	-	1,759.26	2,451.57	45,740.76	63,740.77
Human Resources Analyst*	28.50	29.93	31.43	33.00	34.65	36.38	38.20	39.15	-	-	-	-	-	-	2,280.00	3,132.00	59,280.00	81,432.00
Human Resources Technician	19.39	20.36	21.38	22.45	23.56	24.75	25.98	26.64	-	-	-	-	-	-	1,550.99	2,131.02	40,325.79	55,406.62
Office Assistant	16.30	17.12	17.97	18.87	19.81	20.81	21.85	22.39	-	-	-	-	-	-	1,304.22	1,790.98	33,909.82	46,565.38
Payroll Technician	24.55	25.78	27.07	28.43	29.85	31.34	32.91	33.74	-	-	-	-	-	-	1,963.97	2,699.18	51,063.17	70,178.78

Basic Pay Schedule - Employees Hired On or After 05/03/2016 (Effective 11/07/2023)

POSITION TITLE	HOURLY PAY RATES														BIWEEKLY PAY RATE		ANNUAL PAY RATE	
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	MINIMUM	MAXIMUM	MINIMUM	MAXIMUM
Accounting Technician	22.24	22.79	23.36	23.95	24.54	25.15	25.78	26.43	27.08	27.76	28.45	29.16	29.89	30.64	1,779.10	2,451.20	46,256.70	63,731.20
Administrative Assistant	19.31	19.80	20.30	20.81	21.33	21.86	22.41	22.97	23.54	24.14	24.74	25.36	25.99	26.64	1,545.06	2,131.20	40,171.46	55,411.20
Administrative Specialist	25.22	25.84	26.49	27.15	27.83	28.52	29.23	29.97	30.72	31.48	32.27	33.07	33.90	34.75	2,017.39	2,780.00	52,452.19	72,280.00
City Clerk Technician	19.31	19.80	20.30	20.81	21.33	21.86	22.41	22.97	23.54	24.14	24.74	25.36	25.99	26.64	1,545.06	2,131.20	40,171.46	55,411.20
Deputy City Clerk	29.31	30.04	30.79	31.57	32.35	33.16	33.98	34.83	35.70	36.59	37.50	38.44	39.40	40.39	2,344.72	3,231.20	60,962.72	84,011.20
Executive Administrative Assistant	20.29	20.80	21.32	21.85	22.40	22.96	23.53	24.12	24.72	25.33	25.97	26.62	27.28	27.97	1,623.07	2,237.60	42,199.87	58,177.60
Finance Analyst	22.24	22.79	23.36	23.95	24.54	25.15	25.78	26.43	27.08	27.76	28.45	29.16	29.89	30.64	1,779.10	2,451.20	46,256.70	63,731.20
Human Resources Analyst*	28.41	29.12	29.85	30.60	31.36	32.14	32.94	33.76	34.60	35.47	36.36	37.27	38.20	39.15	2,272.80	3,132.00	59,092.80	81,432.00
Human Resources Technician	19.31	19.80	20.30	20.81	21.33	21.86	22.41	22.97	23.54	24.14	24.74	25.36	25.99	26.64	1,545.06	2,131.20	40,171.46	55,411.20
Office Assistant	16.25	16.65	17.07	17.49	17.92	18.37	18.83	19.29	19.78	20.28	20.79	21.31	21.84	22.39	1,299.98	1,791.20	33,799.58	46,571.20
Payroll Technician	24.46	25.08	25.71	26.35	27.01	27.69	28.38	29.09	29.82	30.56	31.32	32.11	32.91	33.74	1,957.18	2,699.20	50,886.78	70,179.20

EFFECTIVE: First pay period after ratification and approval side letter

	HOURLY PAY RATES							BIWEEKLY PAY RATE		ANNUAL PAY RATE	
	A	B	C	D	E	F	G	MINIMUM	MAXIMUM	MINIMUM	MAXIMUM
Accounting Technician	\$24.58	\$25.81	\$27.10	\$28.46	\$29.88	\$31.37	\$32.94	\$1,966.40	\$2,635.20	\$51,126.40	\$68,515.20
Administrative Assistant	\$21.37	\$22.44	\$23.56	\$24.74	\$25.98	\$27.28	\$28.64	\$1,709.60	\$2,291.20	\$44,449.60	\$59,571.20
Administrative Specialist	\$27.89	\$29.28	\$30.74	\$32.28	\$33.89	\$35.58	\$37.36	\$2,231.20	\$2,988.80	\$58,011.20	\$77,708.80
City Clerk Technician	\$21.37	\$22.44	\$23.56	\$24.74	\$25.98	\$27.28	\$28.64	\$1,709.60	\$2,291.20	\$44,449.60	\$59,571.20
Deputy City Clerk	\$32.39	\$34.01	\$35.71	\$37.50	\$39.38	\$41.35	\$43.42	\$2,591.20	\$3,473.60	\$67,371.20	\$90,313.60
Executive Assistant	\$22.44	\$23.56	\$24.74	\$25.98	\$27.28	\$28.64	\$30.07	\$1,795.20	\$2,405.60	\$46,675.20	\$62,545.60
Finance Analyst	\$24.58	\$25.81	\$27.10	\$28.46	\$29.88	\$31.37	\$32.94	\$1,966.40	\$2,635.20	\$51,126.40	\$68,515.20
Human Resources Analyst*	\$31.41	\$32.98	\$34.63	\$36.36	\$38.18	\$40.09	\$42.09	\$2,512.80	\$3,367.20	\$65,332.80	\$87,547.20
Human Resources Technician	\$22.87	\$24.01	\$25.21	\$26.47	\$27.79	\$29.18	\$30.64	\$1,829.60	\$2,451.20	\$47,569.60	\$63,731.20
Office Assistant	\$17.96	\$18.86	\$19.80	\$20.79	\$21.83	\$22.92	\$24.07	\$1,436.80	\$1,925.60	\$37,356.80	\$50,065.60
Payroll Technician	\$27.89	\$29.28	\$30.74	\$32.28	\$33.89	\$35.58	\$37.36	\$2,231.20	\$2,988.80	\$58,011.20	\$77,708.80

EFFECTIVE: First full pay period of January 2025 (4.5% General Salary Increase)

	HOURLY PAY RATES							BIWEEKLY PAY RATE		ANNUAL PAY RATE	
	A	B	C	D	E	F	G	MINIMUM	MAXIMUM	MINIMUM	MAXIMUM
Accounting Technician	\$25.68	\$26.97	\$28.32	\$29.73	\$31.22	\$32.78	\$34.42	\$2,054.78	\$2,753.60	\$53,424.25	\$71,593.60
Administrative Assistant	\$22.33	\$23.45	\$24.62	\$25.85	\$27.15	\$28.50	\$29.93	\$1,786.74	\$2,394.40	\$46,455.19	\$62,254.40
Administrative Specialist	\$29.13	\$30.59	\$32.12	\$33.72	\$35.41	\$37.18	\$39.04	\$2,330.58	\$3,123.20	\$60,595.08	\$81,203.20
City Clerk Technician	\$22.33	\$23.45	\$24.62	\$25.85	\$27.15	\$28.50	\$29.93	\$1,786.74	\$2,394.40	\$46,455.19	\$62,254.40
Deputy City Clerk	\$33.86	\$35.55	\$37.33	\$39.19	\$41.15	\$43.21	\$45.37	\$2,708.46	\$3,629.60	\$70,420.05	\$94,369.60
Executive Assistant	\$23.45	\$24.62	\$25.85	\$27.14	\$28.50	\$29.92	\$31.42	\$1,875.69	\$2,513.60	\$48,767.86	\$65,353.60
Finance Analyst	\$25.68	\$26.97	\$28.32	\$29.73	\$31.22	\$32.78	\$34.42	\$2,054.78	\$2,753.60	\$53,424.25	\$71,593.60
Human Resources Analyst*	\$32.82	\$34.46	\$36.18	\$37.99	\$39.89	\$41.89	\$43.98	\$2,625.48	\$3,518.40	\$68,262.59	\$91,478.40
Human Resources Technician	\$23.89	\$25.09	\$26.34	\$27.66	\$29.04	\$30.50	\$32.02	\$1,911.51	\$2,561.60	\$49,699.14	\$66,601.60
Office Assistant	\$18.77	\$19.71	\$20.69	\$21.73	\$22.81	\$23.95	\$25.15	\$1,501.39	\$2,012.00	\$39,036.02	\$52,312.00
Payroll Technician	\$29.13	\$30.59	\$32.12	\$33.72	\$35.41	\$37.18	\$39.04	\$2,330.58	\$3,123.20	\$60,595.08	\$81,203.20

*Positions are classified as exempt under the provisions of FLSA. Exempt positions are paid on an annual salary based on the hourly rates set forth above.