

South Placer Municipal Utility District
Benefits Resolution
for
Unrepresented Employees



March 19, 2026

Table of Contents

	<u>Page</u>
Preamble.....	1
Article 1 - Wages.....	1
1.1. Salary Schedule.....	1
1.2. Step Advancements.....	1
1.3. Wages Upon Promotion.....	1
1.4. Wage Increases.....	1
1.5. Salary Survey.....	2
1.6. Longevity Pay.....	2
Article 2 - Leaves.....	2
2.1. Vacation Leave.....	2
2.2. Vacation Pay Upon Separation.....	2
2.3. Vacation Cash Out.....	3
2.4. Sick Leave.....	3
2.5. Illness During Vacation.....	3
2.6. Holidays.....	3
2.7. Bereavement Leave.....	4
2.8. Jury Duty.....	5
Article 3 - Insurances.....	5
3.1. Medical Insurance.....	5
3.2. Medical-in-Lieu.....	5
3.3. Vision Insurance.....	5
3.4. Life Insurance.....	5
3.5. Supplemental Life Insurance.....	6
3.6. Employee Assistance Program.....	6
3.7. Flexible Spending Accounts.....	6
3.8. IRS 125 Dependent Care Spending Plan.....	6
Article 4 - Retirement.....	6
4.1. CalPERS Retirement.....	6
4.2. Deferred Compensation.....	7
Article 5 - Retiree Medical.....	7
5.1. Retiree Medical Survivor Benefits.....	7
5.2. Tier 2 – Employees Hired before January 1, 2026, and Retire after January 1, 2026.....	7
5.3. Tier 3 – Employees Hired after January 1, 2026.....	7
5.4. MissionSquare.....	7
Article 6 - Allowances and Reimbursements.....	8
6.1. Boot Reimbursement.....	8
6.2. Eye Wear Reimbursement.....	8
6.3. Personal Protection Equipment.....	8
6.4. Cell Phone Allowance.....	8
6.5. Car Allowance.....	8
6.6. Tuition Reimbursement.....	8
6.7. Maintaining Licenses, Certifications, and Memberships.....	9
Article 7 - Miscellaneous.....	9

7.1. Direct Deposit	9
7.2. Voluntary Resignation	9
Article 8 - Term.....	9
8.1. Severability	9
8.2. Term	9
Appendix "A" Recognition.....	10
Appendix "B" Salary Schedule	11
Appendix "C" Vacation Accrual Carveout.....	12

Preamble

This Resolution provides wages, benefits, and defines certain terms and conditions of employment for employees whose classifications are listed in Appendix "A" Covered Classifications.

Article 1 - Wages

1.1. Salary Schedule

The salary schedule attached as Appendix "B" Salary Schedule consists of five (5) steps, with five percent (5.0%) between steps one (1) through five (5).

1.2. Step Advancements

Employees will automatically receive a step advancement until they reach the top step of their salary schedule unless they receive a performance evaluation before their anniversary date, where the overall rating is equivalent to "does not meet expectations" or "needs improvement." Anniversary date is defined as the employee's date of hire or last date of promotion, whichever is later.

1.3. Wages Upon Promotion

Employees who are promoted to a position with a higher wage range than the position they formerly occupied will receive the minimum step in the new range, that is at least a five percent (5%) increase, not to exceed the top step in the new wage range. Merit step increases due on or before the employee's promotion will be applied before the promotional salary.

1.4. Wage Increases

Effective March 19, 2026, all classifications will be increased by two percent (2.0%).

Effective June 25, 2026, all classifications will be increased from 2.00% up to 5.00% across the board, based on the March-to-March movement for the previous twelve (12) months of the U.S. Bureau of Labor Statistics Employment Cost Index (ECI) for wages and salaries for State and Local Government.

Effective June 24, 2027, all classifications will be increased from 2.00% up to 5.00% across the board, based on the March-to-March movement for the previous twelve (12) months of the U.S. Bureau of Labor Statistics Employment Cost Index (ECI) for wages and salaries for State and Local Government.

Effective June 22, 2028, all classifications will be increased from 2.00% up to 5.00% across the board, based on the March-to-March movement for the previous twelve (12) months of the U.S. Bureau of Labor Statistics Employment Cost Index (ECI) for wages and salaries for State and Local Government.

1.5. Salary Survey

Salary Surveys include only the following comparable agencies: Carmichael Water District, Citrus Heights Water District, El Dorado Irrigation District, Nevada Irrigation District, Placer County Water Agency, Sacramento Area Sewer District, and San Juan Water District and will use only the following compensation data: Top Step Base Salary; Maximum Longevity Pay; Certification Pay, Health Benefits (employer's maximum contribution towards family medical); Deferred Compensation, employer Social Security contribution, and employee pension costs using the PEPRA retirement tier. The median of the market will be identified in the survey. Benefits that sunset and are no longer available for new employees will not be included.

1.6. Longevity Pay

Employees receive longevity pay upon completion of ten (10) years of service in the amount of two and a half percent (2.5%) of their base hourly rate of pay. Upon completion of fifteen (15) years of service, employees receive an additional two and a half percent (2.5%) of their base hourly rate of pay, for a total of five percent (5.0%).

Article 2 - Leaves

2.1. Vacation Leave

Full-time employees accrue vacation per pay period based on total months of service as follows:

Months of Service	Hours Accrued
Date of hire – 36	3.692
37 – 108	4.615
109 – 168	6.154
169+	7.692

Employees may accrue a maximum of four hundred (400) hours of vacation. Once an employee reaches the maximum, they will no longer accrue vacation until they fall below the cap.

Employees accrue vacation based on their cumulative full-time public sector employment with the State of California, or a California county, city, local agency, or special district. Employees must submit the Prior Public Service Verification Form with attached documentation to Human Resources for verification. Vacation accrual rate adjustments will take effect on the first full pay period following validation by the Human Resources Manager or designee.

2.2. Vacation Pay Upon Separation

Upon separation of employment, employees will receive payment for all unused vacation leave at their then straight time rate of pay. In lieu of cash, a special deferral of vacation leave may be made into the employee's deferred compensation account.

2.3. Vacation Cash Out

During the month of November, employees may make an irrevocable election to cash out up to sixty (60) hours of vacation leave for the succeeding calendar year. To be eligible for this option, employees must have accrued and maintain a minimum balance of forty (40) hours of vacation leave at the time of the election.

Employees that cash out a portion of their vacation accrual will be paid on the first check in December of the following calendar year. Payments are subject to all applicable payroll taxes and withholding.

2.4. Sick Leave

Employees who are in a paid status accrue three point six nine two (3.692) hours of sick leave per pay period without limit. Sick leave is not subject to cash-out during and/or at the end of employment. Sick leave may be taken in increments of fifteen (15) minutes.

2.5. Illness During Vacation

Employees who become ill or injured while on vacation may have this vacation leave changed to sick leave, provided that the employee submits a written request for the change immediately upon return to work accompanied by a statement from the employee's medical practitioner.

2.6. Holidays

a) Employees receive the following paid holidays:

1. New Year's Day
2. Martin Luther King Day
3. President's Day
4. Memorial Day
5. Juneteenth
6. Independence Day
7. Labor Day
8. Veteran's Day
9. Thanksgiving Day
10. Friday following Thanksgiving Day
11. December 24
12. December 25

b) Holidays for Employees working a 5/8 or 9/80 Work Schedule

When a holiday falls on a Saturday, the preceding Friday is observed as the holiday. When a holiday falls on a Sunday, the following Monday is observed as the holiday. Employees who have exhausted their paid leave and are not covered by FMLA/CFRA or an approved reasonable accommodation are not entitled to receive holiday pay.

c) Holidays for Employees working a 4/10 Work Schedule

When a holiday falls on a Saturday, the preceding Thursday is observed as the holiday. When a holiday falls on a Friday, the preceding Thursday is observed as the holiday. When Christmas Eve Day, Christmas Day falls on a Friday, or the Friday following Thanksgiving Day, the preceding Wednesday is observed as the holiday. When a holiday falls on a Sunday, the following Monday is observed as the holiday. Employees who have exhausted their paid leave and are not covered by FMLA/CFRA or an approved reasonable accommodation are not entitled to receive holiday pay.

d) Holiday Earned Time

If a holiday falls on an employee's regularly scheduled 9/80 day off and SPMUD is closed, the employee will receive Holiday Earned Time equal to the number of hours the employee would normally have worked on that day. Holiday Earned Time must be utilized within the same fiscal year it is accrued. Any Holiday Earned hours remaining at the end of the fiscal year will be paid out to the employee at their straight-time rate of pay. Upon separation, all unused Holiday Earned Time will be paid out at the employee's straight-time rate of pay.

e) Floating Holiday

Employees accrue nine (9) hours of floating holiday on the first working day of the year. Any floating holiday hours remaining at the end of the fiscal year will be paid out to the employee at their straight-time rate of pay. Upon separation, all unused floating holiday hours will be paid out at the employee's straight-time rate of pay. Upon hire employees will receive pro-rata floating holiday hours.

2.7. Bereavement Leave

Employees who have been employed by SPMUD for at least thirty (30) days are entitled to five (5) days of protected bereavement leave in the event of the death of a "family member." Employees will also receive three (3) days of paid leave that must be used concurrently with any bereavement leave taken.

A "family member" means any parent, spouse, registered domestic partner, child, child of an employee's registered domestic partner, grandchild, grandparent, grandparent in-law, brother, brother-in-law, brother and sister of an employee's registered domestic partner, sister, sister-in-law, mother-in-law, father-in-law, mother and father of an employee's registered domestic partner, or the death of any child or close relative who resided with the employee at the time of death.

An employee who utilizes bereavement leave must notify their supervisor or designee of the intent to use such leave. Employees may use such leave on a non-consecutive basis but must complete leave within three (3) months of the date of death of a "family member." SPMUD may request an employee seeking bereavement leave to provide documentation to support the leave.

2.8. Jury Duty

Employees are allowed time off with pay in connection with jury duty. Employees must notify their supervisor upon receiving notice of jury duty.

Article 3 - Insurances

3.1. Medical Insurance

SPMUD contracts for employees, retirees, and their dependents' medical insurance benefit plans through the CalPERS Public Employees Medical and Hospital Care Act (PEMHCA). Employees must enroll in SPMUD's sponsored dental plan. SPMUD contributes up to the following amounts towards employee medical insurance coverage and cafeteria plan benefits:

Tier	Medical Benefit	Cafeteria Plan	Total Benefit
Employee only	Note 1	Note 2	Note 3
Employee plus one	Note 1	Note 2	Note 4
Employee plus family	Note 1	Note 2	Note 5

Note 1: The Medical Benefit equals the Minimum Employer Contribution (MEC) established annually by CalPERS.

Note 2: Cafeteria Plan Benefit equals the difference between the Medical Benefit and the Total Benefit.

Note 3: The total benefit is 100% of the employee only Kaiser Region 1 CalPERS Plan plus 100% of the dental premium.

Note 4: The total benefit is 100% of the employee plus one Kaiser Region 1 CalPERS Plan plus 100% of the dental premium.

Note 5: The total benefit is 100% of the employee plus family Kaiser Region 1 CalPERS Plan plus 100% of the dental premium.

3.2. Medical-in-Lieu

Employees who opt out of medical insurance will receive medical-in-lieu in the amount of five hundred and forty (\$540.00) per month.

3.3. Vision Insurance

SPMUD provides employees and their covered dependents with vision insurance.

3.4. Life Insurance

SPMUD provides Management Support employees with \$100,000 of life insurance and Management employees with \$175,000 of life insurance.

3.5. Supplemental Life Insurance

Employees may purchase additional life insurance for themselves and their dependents at their own expense.

3.6. Employee Assistance Program

SPMUD provides employees and their dependents with an Employee Assistance Program (EAP). Employees may contact Human Resources for details.

3.7. Flexible Spending Accounts

Employees may contribute to the extent provided by law to a Flexible Spending Account (FSA) on a pre-tax basis to assist with the cost of medical/dental/vision expenses, deductibles, and co-payments.

3.8. IRS 125 Dependent Care Spending Plan

Employees may contribute to the extent provided by law to a Dependent Care Plan on a pre-tax basis to assist with the cost of eligible child or elder care expenses.

Article 4 - Retirement

4.1. CalPERS Retirement

Employees hired before April 20, 2012, receive the 2.7% at 55 miscellaneous CalPERS formula with the one (1) year final average compensation period. These employees pay the required eight percent (8.0%) member contribution, on a pre-tax basis.

Employees hired after April 19, 2012, who are not classified as a new member receive the 2% at 55 miscellaneous CalPERS formula with the three (3) year final average compensation period. These employees pay the required seven percent (7%) member contribution, on a pre-tax basis.

Employees hired after December 21, 2012, who are classified as a new member receive the 2% at 62 miscellaneous CalPERS formula (26550) with the three (3) year final average compensation period. These employees pay one-half of the total normal cost as determined annually by CalPERS on a pre-tax basis.

Employees are responsible for notifying CalPERS of their highest compensation period.

Miscellaneous retirement formulas have the following optional CalPERS retirement benefits:

- Sick Leave Service Credit
- Non-Industrial Disability Standard
- Pre-Retirement Death Benefits – Optional Settlement 2

- Post-Retirement Death Benefit - \$2,000
- 2% Retirement COLA
- Public Service Credit for Periods of Layoff

4.2. Deferred Compensation

SPMUD Contributes five percent (5.0%) of Management employee's base salary per pay period into their 401(a) Deferred Compensation Plan.

SPMUD Contributes two and a half percent (2.5%) of Management Support employee's base salary per pay period into their 401(a) Deferred Compensation Plan.

Employees may participate in a SPMUD approved 457 Deferred Compensation Program. SPMUD will match employee contributions of up to one hundred and fifty dollars (\$150.00) per pay period. The District's match will be placed into the employee's 401(a) account.

Article 5 - Retiree Medical

5.1. Retiree Medical Survivor Benefits

Surviving retiree family members may be eligible for health coverage, subject to CalPERS regulation.

5.2. Tier 2 – Employees Hired before January 1, 2026, and Retire after January 1, 2026

SPMUD reimburses these retirees who retired from SPMUD up to the Kaiser Rate Plan of the Region 1 health plan at either the employee only, employee plus one (1), or employee plus two (2) premium minus the SPMUDs CalPERS PEMCHA minimum contribution. This vested retiree health benefit right is promised to current retirees and future retirees who qualified under this section when they retired even beyond the term of this MOU. Employees in Tier 2 who are eligible for Medicare, must enroll in a CalPERS's Medicare plan to receive the reimbursements listed above. These employees pay one percent (1.0%) of their base rate of pay into SPMUDs OPEB fund.

5.3. Tier 3 – Employees Hired after January 1, 2026

MissionSquare – SPUMD provides employees a MissionSquare Retiree Health Savings Account (RHSA), a health reimbursement arrangement as described in Internal Revenue Service Notice 2002-45. SPMUD contributes two hundred dollars (\$200.00) per pay period into each eligible employee's MissionSquare account.

5.4. MissionSquare

Employees may withdraw from the plan upon separation from SPMUD employment per the requirements of the plan. SPMUD pays the administrative fees as charged by the plan.

Article 6 - Allowances and Reimbursements

6.1. Boot Reimbursement

Associate Engineers and Field Supervisors will be reimbursed for safety boots up to three hundred and fifty dollars (\$350.00) annually.

6.2. Eye Wear Reimbursement

Employees will be reimbursed for Personal Protective Equipment (PPE) prescription eyewear or eyewear that contains blue light protection up to three hundred dollars (\$300.00) annually.

6.3. Personal Protection Equipment

SPMUD provides employees with the necessary Personal Protection Equipment as determined by SPMUD.

6.4. Cell Phone Allowance

Associate Engineers, Field Supervisors, Management employees who do not receive a SPMUD cell phone receive a cell phone allowance of thirty dollars (\$30.00) per pay period.

6.5. Car Allowance

Management employees receive a car allowance of one hundred fifty dollars (\$150.00) per pay period.

6.6. Tuition Reimbursement

Employees who are attending an accredited college and working towards the completion of an approved degree, certificate program, or an approved individual class or training may receive tuition reimbursement up to three thousand five hundred dollars (\$3,500) per year.

Tuition reimbursement may be used to cover the cost of tuition, fees, parking, and books. An employee must receive a letter grade of "C" or better or pass if taken as pass/fail to receive reimbursement. Tuition reimbursement is based on when the class or program was completed. Reimbursement must be submitted within thirty (30) days of completion of the class or program. Reimbursement will be made to the employee within thirty (30) days of submission.

Employees who wish to participate in SPMUD's tuition reimbursement program must submit a proposed education plan to the Administrative Services Manager for approval prior to enrollment. Once approved no further pre-approval is necessary. Employees are expected to complete all activities associated with the degree, program, class, or training (e.g., attend classes, complete assignments, study, test) on their own time. Exceptions

may be made by an employee's supervisor allowing for one-time classes and tests associated with a certificate to be completed on SPMUD time.

The list of approved degrees, certificate programs, and individual classes or trainings will be maintained on SPMUD's intranet. Employees may submit degrees, certificate programs, individual classes, or training for consideration to the General Manager to be added to the list of approved degrees or programs. The request to add any degree or program must include the full college course outline, curriculum of the degree or program, all required classes, and an explanation of the benefit to SPMUD. The employee will receive a response approving or denying the request within thirty (30) days of submission of all required materials.

6.7. Maintaining Licenses, Certifications, and Memberships

SPMUD will cover the cost associated with maintaining professional licenses, certifications, and memberships that enhance professional development and provide a benefit to SPMUD. The following certifications and licenses may be covered for an employee subject to General Manager approval: CWEA, CSDM, SHRM, HCRI, PE, DOT/DMV Class A only, Public Notary, CRA/CRM, CPA. The cost of maintaining other certifications, licenses, and membership may be covered subject to advance approval by the General Manager.

Article 7 - Miscellaneous

7.1. Direct Deposit

Employees are required as a condition of employment to enroll in direct deposit for the payment of wages.

7.2. Voluntary Resignation

Employees absent without official leave for three (3) or more consecutive work shifts or absent an aggregate of thirty (30) hours in any calendar month without a satisfactory explanation will be deemed to have voluntarily resigned from SPMUD.

Article 8 - Term

8.1. Severability

If any article or section of this Resolution is found invalid, unlawful, or unenforceable because of any existing or subsequent enacted legislation or by judicial authority, all other articles and sections remain in full force and effect.

8.2. Term

This Resolution is effective from March 19, 2026.

Appendix "A" Recognition

Management Employees

Administrative Services Manager

District Engineer

Superintendent

Management Support Employees

Associate Engineer

Field Supervisor

Management Analyst

Appendix "B" Salary Schedule

Appendix "C" Vacation Accrual Carveout

Cameron Lima will accrue 7.692 hours of vacation leave per pay period.