

CC 07-15-2025

#9

Budget Adjustments for Assistant
Director of Parks & Recreation,
Assistant City Manager and
Deputy City Manager Positions

Desk Item



CITY MANAGER'S OFFICE

CITY HALL
10300 TORRE AVENUE • CUPERTINO, CA 95014-3255
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CUPERTINO.ORG

CITY COUNCIL STAFF REPORT DESK ITEM

Meeting: July 15, 2025

Agenda Item #9

Subject

Budget Adjustments related to the Assistant Director of Parks and Recreation and the Assistant City Manager and Deputy City Manager positions in the City Manager's Office resulting in net savings of \$62,586 for the City annually.

Recommended Action

1. Adopt Resolution No. 25-___ approving Budget Modification No. 2425-399, increasing appropriations by \$291,532 for the Assistant Director of Parks and Recreation.
2. Adopt Resolution No. 25-___ amending the Unrepresented Employee's Compensation Program to eliminate the Assistant City Manager position, resulting in ongoing salary savings of \$354,118 annually in the City Manager's Office.

Background:

Staff's responses to questions received from councilmembers are shown in italics.

Q1: The staff report states, "The Assistant Director for the Parks Department was defunded in 2024." The position hasn't been filled for a few years, right? What gaps in services have been there since then?

Staff response: The Assistant Director of Parks and Recreation is an existing position in the city. Since the vacancy of the position in 2022, the Director of Parks and Recreation is fulfilling both her primary leadership responsibilities and duties that were assigned to the Assistant Director. This dual role is not sustainable and poses risks to the department's performance and capacity.

Q2: The staff report states "Staff recommends Council approve a budget allocation of \$291,532 for this position and adopt the draft Resolution". What additional services will the city provide to justify for a position costing \$291,532 a year?

Staff response: Parks and Recreation is one of the largest residents facing departments. Adding this position will allow the department to stay on top of emerging trends and best practices in the Parks and Recreation world. This position will be able to support city work program items, for example the Senior Center item and research important issues to the community such as resident

and non-resident fees and access to facilities, events, and programs. The position will also be able to manage special projects and oversee program delivery leading to improved outcomes and greater accountability. Filling this position will allow the director to focus on high level policy making, ensuring stronger alignment with citywide goals, and improving responsiveness to the city manager and council priorities.

Q3: Would all of the services currently provided by the Parks and Rec Department see a percentage increase in order to cover the additional cost in staffing?

Staff response: New programs, events, classes, and more are emerging rapidly in parks and recreation offerings and the Assistant Director will help to assess the needs and impacts of these new trends on Cupertino including revenue generating opportunities. Being able to assess these trends will mean updated, new, and improved offerings which are in-line with the wants and needs of the Cupertino community. This position will help to ensure that new and improved programs are thoughtfully implemented for Cupertino residents. With the Director of Parks and Recreation currently fulfilling both roles, it has been challenging to devote time to this research and bring forward meaningful recommendations, as well as furthering sponsorships and community partnership opportunities.

Attachments Provided with Original Staff Report:

- A – Draft Resolution Amending the Unrepresented Employee’s Compensation Program
- B – Amendments to the Unrepresented Employee’s Compensation Program – Clean
- C – Amendments to the Unrepresented Employee’s Compensation Program – Redline
- D – Deputy City Manager Job Description Revised July 2025 – Clean
- E – Deputy City Manager Job Description Revised July 2025 – Redline
- F – Draft Resolution Approving a Budget modification for Assistant Director of Parks and Recreation

Additional Attachments Provided with Desk Item:

None

CC 07-15-2025

#9

Budget Adjustments for Assistant
Director of Parks & Recreation,
Assistant City Manager and
Deputy City Manager Positions

Supplemental Report



CITY MANAGER'S OFFICE

CITY HALL
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CUPERTINO.ORG

CITY COUNCIL STAFF REPORT SUPPLEMENTAL 1

Meeting: July 15, 2025

Agenda Item #9

Subject

Budget Adjustments related to the Assistant Director of Parks and Recreation and the Assistant City Manager and Deputy City Manager positions in the City Manager's Office resulting in net savings of \$62,586 for the City annually.

Recommended Action

1. Adopt Resolution No. 25-___ approving Budget Modification No. 2425-399, increasing appropriations by \$291,532 for the Assistant Director of Parks and Recreation.
2. Adopt Resolution No. 25-___ amending the Unrepresented Employee's Compensation Program to eliminate the Assistant City Manager position, resulting in ongoing salary savings of \$354,118 annually in the City Manager's Office.

Supplemental Memorandum

As noted in the staff report, the Interim City Manager has identified opportunities to streamline executive-level oversight without compromising City services. The proposed changes include eliminating the vacant Assistant City Manager position and realigning the Deputy City Manager position to take responsibility for some of the functions that would be performed by the Assistant City Manager, if the Assistant City Manager position were filled. In connection with the realignment of the Deputy City Manager position, staff has recommended a salary increase to reflect the added responsibility of the realigned position.

Upon further consideration, the Interim City Manager has decided that the realignment of the Deputy City Manager position not be implemented prior to the appointment of a permanent City Manager. The future realignment of the Deputy City Manager position remains a strategic operational goal.

Staff continues to recommend the elimination of the Assistant City Manager position as well as funding the Assistant Director of Parks and Recreation position, for the reasons stated in the staff report. A revised resolution addressing these recommendations is included with this Supplemental Report as Attachment G.

The revised staff recommendation will result in net annual savings of approximately \$107,791 for the City.

The breakdown is as follows:

Elimination of ACM:	-\$399,323
<u>Asst. Director of P&R:</u>	<u>+\$291,532</u>
	-\$107,791

Attachments Provided with Original Staff Report:

- A – Draft Resolution Amending the Unrepresented Employee’s Compensation Program
- B – Amendments to the Unrepresented Employee’s Compensation Program – Clean
- C – Amendments to the Unrepresented Employee’s Compensation Program – Redline
- D – Deputy City Manager Job Description Revised July 2025 – Clean
- E – Deputy City Manager Job Description Revised July 2025 – Redline
- F – Draft Resolution Approving a Budget modification for Assistant Director of Parks and Recreation

Attachments Provided with Supplemental 1:

- G – REVISED Draft Resolution Amending the Unrepresented Employee’s Compensation Program
- H – REVISED Amendments to the Unrepresented Employee’s Compensation Program – Clean
- I – REVISED Amendments to the Unrepresented Employee’s Compensation Program – Redline

RESOLUTION NO. 25-_____

**A RESOLUTION OF THE CUPERTINO CITY COUNCIL
AMENDING THE UNREPRESENTED EMPLOYEES' COMPENSATION
PROGRAM**

WHEREAS the City Council desires to revise the classification plan and salary schedule in the Unrepresented Employees' Compensation Program adopted by City Council Resolution No. 25-____.

NOW, THEREFORE, BE IT RESOLVED that

1. The City Council hereby adopts the revised classification plan and salary schedule for unrepresented employees, as shown in Attachment H.
2. The City Manager is hereby authorized to update the Unrepresented Employees' Compensation Programs to incorporate the revised classification plan and salary schedule.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Cupertino this 15th day of July 2025, by the following vote:

Members of the City Council

AYES:

NOES:

ABSENT:

ABSTAIN:

<p>SIGNED:</p> <p>_____</p> <p>Liang Chao, Mayor City of Cupertino</p>	<p>_____</p> <p>Date</p>
<p>ATTEST:</p> <p>_____</p> <p>Kirsten Squarcia, City Clerk</p>	<p>_____</p> <p>Date</p>

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 1

PROGRAM PURPOSE AND DEFINITIONS FOR ELIGIBILITY

It is City of Cupertino policy that those certain persons holding positions hereinafter defined and designated either as management or confidential positions shall be eligible for participation under the Unrepresented Employees Compensation Program as hereby adopted by action of the City Council and as same may be amended or as otherwise modified from time to time.

It is the stated purpose of this Compensation Program to give recognition to and to differentiate those eligible employees from represented employees who achieve economic gain and other conditions of employment through negotiation. It is the intent that through this policy and those which are adopted or as may be modified or rescinded from time to time such recognition may be given.

Eligibility for inclusion with this Compensation program is limited to persons holding positions as management or confidential employees as defined under section 2.52.290 of the Cupertino Municipal Code. These are as designated by the Appointing Authority and may be modified as circumstances warrant.

Although subject to change in accordance with provision of the Personnel Code, the positions in the following classifications have been designated as unrepresented.

MANAGEMENT AND CONFIDENTIAL CLASSIFICATIONS:

Classification Title

Accountant I
Accountant II
Accounting Technician
Administrative Assistant
Assistant City Attorney
Assistant Director of Administrative Services
Assistant Director of Community Development
Assistant Director of Public Works
Assistant Director of Parks and Recreation
Assistant to the City Manager
Budget Manager
Building Official
Business Systems Analyst/Program Manager
Capital Improvement Program Manager
Chief Technology Officer/Director of Information Services (Department Head)
City Clerk
City Engineer

Code Enforcement Supervisor
Communications and Marketing Coordinator
Community Relations Coordinator
Deputy Building Official
Deputy City Attorney
Deputy City Clerk
Deputy City Manager
Director of Administrative Services (Department Head)
Director of Community Development (Department Head)
Director of Parks and Recreation (Department Head)
Director of Public Works
Economic Development Manager
Emergency Services Coordinator
Environmental Programs Manager
Executive Assistant to the City Attorney
Executive Assistant to the City Manager
Finance Manager
GIS Coordinator
GIS Program Manager
Human Resources Analyst I
Human Resources Analyst II
Human Resources Assistant
Human Resources Manager
Human Resources Technician
Information Technology Assistant
Innovation and Technology Manager – Applications
Innovation and Technology Manager - Infrastructure
Legal Services Manager
Management Analyst
Network Specialist
Park Restoration and Improvement Manager
Permit Center Manager
Planning Manager
Public Information Officer
Public Affairs Manager
Public Works Projects Manager
Public Works Supervisor
Purchasing Manager
Recreation Manager
Recreation Supervisor
Senior Accountant
Senior Assistant City Attorney
Senior Business Systems Analyst
Senior Civil Engineer
Senior Management Analyst

Senior Public Works Project Manager
Service Center Superintendent
Special Project Executive
Transportation Manager
Web Specialist

In the event of any inconsistency between the Compensation Program and any Employment Contracts, the provisions of the Employment Contract and any amendments thereto control.

Adopted by Action of the
City Council, April 1, 1974

Revised 10/74, 3/78, 6/81, 6/82, 7/85, 7/87, 1/89, 7/90, 4/91, 5/91,
7/92, 6/95, 6/96, 7/99, 6/02, 7/04, 6/05, 04/07, 7/10, 10/12, 12/12, 7/13, 11/13, 12/13, 3/14, 7/14, 11/15,
6/16, 10/16, 11/16, 6/17, 10/17, 7/19, 6/22, 8/22, 3/23, 11/23, 6/25, 7/25

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 2

SALARY SCHEDULE
AND OTHER SALARY RATES

It is City of Cupertino policy that eligible persons under this Compensation Program shall be compensated for services rendered to and on behalf of the City on the basis of equity of pay for duties and responsibilities assigned, meritorious service and comparability with similar work in other public and private employment in the same labor market; all of which is contingent upon the City's ability to pay consistent with its fiscal policies.

Retroactive to the first full pay period after July 1, 2023, a 3.5% salary increase will be added to the salary range of each classification in this unit. There shall be no further salary increase for FY24/25.

See Attachment A for a list of paygrades.

Adopted by Action
of the City Council
April 1, 1974

Revised 8/78, 7/79, 6/80, 7/92, 6/95, 10/12, 7/13, 10/16, 7/19, 8/22, 11/23

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 3

TRAINING AND CONFERENCES

I. POLICY

A. Management Personnel

It is City of Cupertino policy that eligible persons under this Compensation Program shall be reimbursed or receive advances in accordance with the schedules, terms and conditions as set forth herein for attendance at conferences, meetings and training sessions as defined below for each. It is the intent of this policy to encourage the continuing education and awareness of said persons in the technical improvements and innovations in their fields of endeavor as they apply to the City or to implement a City approved strategy for attracting and retaining businesses in the City. One means of implementing this encouragement is through a formal reimbursement and advance schedule for authorized attendance at such conferences, meetings and training sessions.

B. Non-Management Personnel

When authorized by their supervisor, a non-management person may attend a conference, meeting or training session subject to the stated terms and conditions included herein for each with payment toward or reimbursement of certain expenses incurred as defined below for each.

II. DEFINITIONS

A. Conferences

A conference is an annual meeting of a work related organization the membership of which may be held in the name of the City or the individual.

B. Local Area

The local area is defined to be within Santa Clara and San Mateo Counties and within a 40-mile distance from Cupertino when traveling to Alameda County.

C. Meetings

A "meeting" shall mean a convention, conference, seminar, workshop, meal, or like assembly having to do with municipal government operations. An employee serving on a panel for interviews of job applicants shall not come under this definition.

D. Training Session

A training session is any type of seminar or workshop the attendance at which is for the purpose of obtaining information of a work related nature to benefit the City's operations or to enhance the attendee's capabilities in the discharge of assigned duties and responsibilities.

III REIMBURSEMENT AND ADVANCE PAYMENT SCHEDULE

A. Intent

This schedule is written with the intent that the employee will make every effort to find the lowest possible cost to the City for traveling on City business. For example, if paying for parking at the airport is less expensive than paying for a taxi or airport shuttle, then the employee should drive their car and park at the airport; or if renting a car is lower than taking taxis at the out-of-town location, then a car should be rented; or air reservations should be booked in advance to obtain discounted fares. The following procedures apply whether the expense is being paid through a reimbursement or a direct advance.

B. Registration

Registration fees for authorized attendance at a meeting or training session will be paid by the City.

C. Transportation

The City will pay transportation costs on the basis of the lowest cost intent stated in paragraph A. Eligible transportation costs include airfare (with coach fare being the maximum), van or taxi service to and from the attendee's home and airport, destination or airport parking charges, taxi and shuttle services at the out-of-town location, trains, tolls, or rental cars. Use of a personal automobile for City business shall be reimbursed or advanced at the rate per mile in effect for such use, except in no case shall it exceed air coach fare if the vehicle is being used for getting to the destination. Government or group rates offered by a provider of transportation must be used when available.

Reimbursement or advances for use of a personal automobile on City business within a local area will not be made so as to supplement that already being paid to those persons receiving a monthly mileage allowance.

D. Lodging

Hotel or lodging expenses of the employee resulting from the authorized event or activity defined in this policy will be reimbursed or advanced if the lodging and event occurs outside of the local area. Not covered will be lodging expenses related to person(s) who are accompanying the City member, but who themselves are not on City business. In this

instance, for example, the difference between single and multiple occupancy rates for a room will not be reimbursed.

Where the lodging is in connection with a conference or other organized educational activity, City-paid lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor, providing that lodging at the group rate is available at the time of booking. If the group rate at the conference hotel is not available, then the non-conference lodging policy described in the next paragraph should be followed to find another comparable hotel.

Where lodging is necessary for an activity that is not related to a conference or other organized educational activity, reimbursement or advances shall be limited to the actual cost of the room at a group or government rate. In the event that a group or government rate is not available, lodging rates that do not exceed the median price for lodging for that area and time period listed on travel websites like www.hotels.com, www.expedia.com or an equivalent service shall be eligible for reimbursement or advancement.

E. Meals

1. With No Conference

Payments toward or reimbursement of meals related to authorized activities or events shall be at the Internal Revenue Service per diem rate for meals and incidental expenses for a given location, as stated by IRS publications 463 and 1542 and by the U.S. General Services Administration. The per diem shall be split among meals as reasonably desired and reduced accordingly for less than full travel days. If per diem is claimed, no receipts are necessary. Alternatively, the actual cost of a meal can be claimed, within a standard of reasonableness, but receipts must be kept and submitted for the expense incurred.

2. As Part of a Conference

When City personnel are attending a conference or other organized educational activity, they shall be reimbursed or advanced for meals not provided by the activity, on a per diem or actual cost basis. The per diem and actual cost rate shall follow the rules described in the meals with no conference paragraph.

F. Other Expenses

Payments toward or reimbursement of expenses at such functions shall be limited to the actual costs consistent with the application of reasonable standards.

Other reasonable expenses related to business purposes shall be paid consistent with this policy.

No payments shall be made unless, where available, receipts are kept and submitted for all expenses incurred. When receipts are not available, qualifying expenditures shall be reimbursed upon signing of an affidavit of expenditure.

No payment shall be made for any expenses incurred which are of a personal nature or not within a standard of reasonableness for the situation as may be defined by the Finance Department.

G. Non-Reimbursable Expenses

The City will **not** reimburse or advance payment toward expenses including, but not limited to:

1. The personal portion of any trip;
2. Political or charitable contributions or events;
3. Family expenses, including those of a partner when accompanying the employee on City-related business, as well as child or pet-related expenses;
4. Entertainment expenses, including theatre, shows, movies, sporting events, golf, spa treatments, etc.
5. Gifts of any kind for any purpose;
6. Service club meals; of those besides economic development staff;
7. Alcoholic beverages;
8. Non-mileage personal automobile expenses including repairs, insurance, gasoline, traffic citations; and
9. Personal losses incurred while on City business.

IV ATTENDANCE AUTHORIZATION

A. Budgetary Limitations

Notwithstanding any attendance authorization contained herein, reimbursement or advances for expenses relative to conferences, meeting or training sessions shall not exceed the budgetary limitations.

B. Conference Attendance

Attendance at conferences or seminars by employees must be approved by their supervisor.

C. Meetings

Any employee, management or non-management, may attend a meeting when authorized by their supervisor.

D. Training Sessions

Any employee, management or non-management, may attend a training session when authorized by their supervisor.

V. FUNDING

A. Appropriation Policy

It shall be the policy of the City to appropriate funds subject to availability of resources.

B. Training Sessions

Payments toward or reimbursement of expenses incurred in attendance at training sessions, will be appropriated annually through the budget process.

VI. DIRECT CASH ADVANCE POLICY

From time to time, it may be necessary for a City employee to request a direct cash advance to cover anticipated expenses while traveling or doing business on the City's behalf. Such request for an advance should be submitted to their supervisor no less than seven days prior to the need for the advance with the following information: 1) Purpose of the expenditure; 2) The anticipated amount of the expenditure (for example, hotel rates, meal costs, and transportation expenses); and 3) The dates of the expenditure. An accounting of expenses and return of any unused advance must be reported to the City within 30 calendar days of the employee's return on the expense report described in Section VII.

VII. EXPENSE REPORT REQUIREMENTS

All expense reimbursement requests or final accounting of advances received must be approved by their supervisor, on forms determined by the Finance Department, within 30 calendar days of an expense incurred, and accompanied by a business purpose for all expenditures and a receipt for each non- per diem item.

Revised 7/83, 7/85, 7/87, 7/88, 7/91, 7/92, 12/07,7/10

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 4

AUTOMOBILE ALLOWANCES AND
MILEAGE REIMBURSEMENTS

It is City of Cupertino policy that eligible persons under this Compensation Program shall be compensated fairly for the use of personal automotive vehicles on City business. In many instances the use of personal vehicles is a condition of employment due to the absence of sufficient City owned vehicles for general transportation purposes. It is not intended, however, that such a condition of employment should work an undue hardship. For this reason, the following policies shall apply for mileage reimbursements.

Those persons who occasionally are required to use their personal automobiles for City business shall be reimbursed for such use at an appropriate rate established by the City Council. Submission of reimbursement requests must be approved by the Department Head.

Employees in the following classifications shall be paid on a monthly basis the following automobile allowance:

<u>Classification</u>	<u>Allowance</u>
Director of Administrative Services	300.00
Director of Community Development	300.00
Director of Parks and Recreation	300.00
Director of Public Works	300.00
Chief Technology Officer/ Director of Information Services	300.00
Special Project Executive	300.00
City Clerk	250.00
Senior Civil Engineer	250.00
Assistant Director of Public Works	250.00
City Engineer	250.00
Transportation Manager	250.00
Assistant Director of Administrative Services	200.00
Assistant Director of Community Development	200.00
Assistant Director of Parks and Recreation	200.00
Public Affairs Manager	200.00
Deputy City Manager	200.00
Recreation Supervisor	200.00
Recreation Manager	200.00

Employees receiving automobile allowance shall be eligible for reimbursement for travel that exceeds two hundred miles round trip.

Adopted by Action of the City Council

April 1, 1974

Revised 7/74, 5/79, 6/80, 7/81, 8/84, 7/87, 1/89, 7/90, 7/92, 6/96, 8/99, 6/00, 9/01, 1/02, 6/02, 10/07,
7/10, 7/11, 10/12, 12/12, 7/13, 11/15, 10/16, 11/16, 6/17, 7/19, 8/22, 3/23, 6/25

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 5

ASSOCIATION MEMBERSHIPS AND
PROFESSIONAL PUBLICATIONS

It is City of Cupertino policy that eligible persons under this Compensation Program shall be entitled to City sponsored association memberships as well as receiving subscriptions to professional and technical publications. Such sponsorship, however, shall be conditioned upon the several factors as set forth below.

Each association for which membership is claimed must be directly related to the field of endeavor of the person to be benefited. Each claim for City sponsored membership shall be submitted by or through the Department Head with their concurrence to the City Manager for approval.

Subscriptions to or purchase of professional and technical publications may be provided at City expense when such have been authorized by the Department Head providing the subject matter and material generally contained therein are related to municipal governmental operations.

Adopted by Action of
the City Council
April 1, 1974
Revised
7/92

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 6

OVERTIME WORKED

EXEMPT POSITIONS:

Management and non-represented professional employees are ineligible for overtime payments for time worked in excess of what otherwise would be considered as a normal work day or work week for other employees. However, no deduction from leave balances are made when such an employee is absent for less than a regular work day as long as the employee has his/her supervisor's approval. Nothing in this policy precludes the alternative work schedule, which may include an absence of a full eight hour day, when forty hours have been worked in the same seven day work period.

NON-EXEMPT POSITIONS:

Confidential employees are eligible for overtime or compensation time, at their discretion, for the time worked in excess of 40 hours per week. Nothing in this policy precludes the alternative work schedule, which may include an absence of a full eight hour day, where forty hours have been worked in the same seven day period.

COMPENSATORY TIME OFF

At the employee's discretion, compensatory time (CTO) may be granted for overtime worked at the rate of time and one-half for each hour worked in lieu of compensation in cash. Employees, who have previously earned CTO, shall be allowed to schedule CTO at the employee's discretion provided (1) that prior supervisory approval has been obtained and (2) the request is made in writing.

CTO may be accrued for up to 80 hours per calendar year. Any CTO earned exceeding 80 hours will be paid at the rate of time and one-half. An employee may carry over the unused balance into the next calendar year. Any unused carryover balance will be automatically paid out at the end of the calendar year.

An employee may exercise his/her option twice each calendar year to convert any/or all accumulated compensatory time to cash.

STANDBY COMPENSATION

Employees in the classification of Information and Technology Assistant who are required to be available during their off-shift hours for possible recall for emergency service shall be compensated \$300.00 per 128 hours. Minimum staffing and skill qualifications for standby assignment shall be determined by the City.

Adopted by Action of
the City Council

April 1, 1974

Revised

6/80, 7/91, 7/92, 6/96, 7/97, 4/07, 7/13, 10/16, 8/22

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 7

HEALTH BENEFITS PLAN - EMPLOYER CONTRIBUTION

It is the policy of the City of Cupertino to provide group hospital and medical insurance under which employees in Management and Confidential positions and their dependents may be covered. The purpose of this program is to promote and preserve the health of employees and their families through comprehensive health plans available only through employer sponsorship.

Although the premium cost for the insurance provided remains the ultimate responsibility of the employee in these positions, the City shall contribute the amounts listed below towards the premium or pay the full cost of the premium if less than the stated amounts. If the premium amounts for any employee covered by this policy are less than the amounts listed below per month, the difference between the premium amount and the stated amounts will be included in the employee's gross pay.

Effective January 1, 2024, for each participating employee, the City shall contribute the maximum toward premium cost per month for health and dental during the term of this agreement as follows:

January 1, 2024	City Max Health Contribution	City Max Dental Contribution	City Total Max Contribution
Employee	\$1,021.41	\$126.78	\$1,148.19
Employee + 1	\$2,042.82	\$126.78	\$2,169.6
Employee + 2	\$2,655.67	\$126.78	\$2,782.45

Required contribution amounts exceeding the premium contribution of the City are the responsibility of the employee.

With regards to any change in the monthly medical plan premium charged by CalPERS in the plan year 2025 compared to the plan year 2024, the City's maximum contributions shall be capped at no more than 6%. Any required contribution amounts exceeding the premium contribution of the City are the responsibility of the employee.

Health In-Lieu Payments

City agrees to pay a monthly amount of three hundred seventy-five (\$375.00) per month to the employee who can demonstrate that they have equivalent health coverage through their

spouse, parent, or other group coverage and who request this cash payment in lieu of health insurance coverage.

*Dental Coverage: Effective the first month after Council adoption of MOU, dental coverage is capped at \$2,500.00 per dependent per annual plan year for the term of this contract.

Adopted by Action of the City Council

September 16, 1974

Revised

7/75, 7/76, 7/77, 8/78, 7/79, 6/80, 6/81, 7/81, 6/82, 7/83, 7/84, 7/88, 7/89, 7/90, 7/91, 7/92, 6/95, 7/97, 7/99, 6/00, 6/02, 7/04, 6/05, 4/07, 12/12, 7/13, 10/16, 7/19, 12/19, 8/22

City of Cupertino

UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 8

FIXED HOLIDAYS

It is the policy of the City of Cupertino to recognize days of historical and national significance as holidays of the City without loss of pay or benefits. Recognizing the desirable times throughout the year, it is the policy of the City of Cupertino to provide days off in lieu of holidays for management and confidential employees at such times as are convenient for each employee and supervisor, when such policy is compatible with the workload and schedule of the City.

The City provides the following fixed paid holidays for eligible employees covered by this agreement:

1. New Year's Day
2. Martin Luther King Day
3. Lunar New Year
4. Presidents' Day
5. Cesar Chavez Day
6. Memorial Day
7. Juneteenth
8. Independence Day
9. Labor Day
10. Veteran's Day
11. Thanksgiving Day
12. Day Following Thanksgiving
13. Christmas Eve
14. Christmas Day
15. New Year's Eve

For Calendar Year 2023, Unrepresented and Appointed employees will receive one (1) floating holiday in lieu of Lunar New Year holiday. Said floating holiday is "use it or lose it" and must be used by December 31, 2023. If said floating holiday is not used by the last full pay period in December 2023, it shall be automatically cashed out in the first full pay period in January 2024.

When a holiday falls on a Sunday, the following Monday shall be observed as the non-work day. When a holiday falls on a Saturday, the previous Friday shall be observed as the non-work day.

FLOATING HOLIDAY

In addition to the paid holidays, employees occupying these positions shall be provided 20 floating hours per calendar year as non-work time with full pay and benefits. Employees may accumulate floating holiday hours up to two times their annual accrual.

Adopted by Action of
the City Council
July 7, 1975

Revised 6/80, 6/89, 7/92, 7/99, 7/13, 8/22, 11/23

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 9

LIFE, LONG TERM DISABILITY INSURANCE, AND SHORT TERM DISABILITY
INSURANCE

It is the policy of the City of Cupertino to make available group insurance for Management and Confidential employees that will mitigate the personal and family financial hardships resulting from continuing disability that prevents an employee from performing gainfully in his or her occupation. It is further the policy of the City of Cupertino to provide life insurance benefits in an amount of two and one half times the employee's annual salary to a maximum of \$250,000.00.

Employees occupying unrepresented positions may enroll in the disability income program and the life insurance program offered if eligible under the contract provisions of the policy and the personnel rules of the City. The full cost of premiums for these programs shall be paid by the City for such employees.

Adopted by Action of
the City Council
September 16, 1976

Revised 7/76, 6/80, 6/81, 6/82, 6/92, 10/16

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 10

DEFERRED COMPENSATION

It is the policy of the City of Cupertino to provide equitable current compensation and reasonable retirement security for management and confidential employees for services performed for the City. The City participates in the California Public Employees' Retirement System (PERS) and deferred compensation plans have been established. Both the employee and employer may make contributions from current earnings to these plans. The purpose of this policy is to promote means by which compensation may be provided in such manner and form to best meet the requirements of the City and the needs of individual employees, thereby increasing the ability, to attract and retain competent management and confidential employees.

The City shall maintain and administer means by which employees in these positions may defer portions of their current earnings for future utilization. Usage of such plans shall be subject to such agreements, rules and procedures as are necessary to properly administer each plan. Employee contributions to such plans may be made in such amounts as felt proper and necessary to the employee. Employer contributions shall be as determined by the City Council.

Adopted by Action of
the City Council
July 7, 1975
Revised 6/80, 7/87, 7/92, 7/99

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 11

PUBLIC EMPLOYEES' RETIREMENT SYSTEM CONTRIBUTION

A. Employees hired on or before December 29, 2012 Only:

For employees hired on or before December 29, 2012, the City has contracted with CalPERS for a 2.7% @55 formula.

Effective in the first full pay period in July 2017, each employee shall pay the full 8.0% of applicable salary of the employee's contribution towards CalPERS.

B. For Employees hired by the City of Cupertino on December 30, 2012 or December 31, 2012 or a current CalPERS employee who qualifies as a classic member under CalPERS Regulations Only:

For Employees hired by the City of Cupertino on December 30, 2012 or December 31, 2012 or a current CalPERS employee who qualifies as a classic member under CalPERS Regulations only the City has contracted with CalPERS for a 2.0% @ 60 retirement formula, three year average compensation.

Effective October 1, 2016, the City shall not pay the employee's contribution rate to the California Public Employees Retirement System (CalPERS) and each employee shall pay the full 7% of applicable salary of the employee's contribution towards CalPERS.

C. For new employees hired by the City of Cupertino on or after January 1, 2013 and do not qualify as Classic members Only:

For new employees hired by the City of Cupertino on or after January 1, 2013 and do not qualify as classic members as defined by CalPERS, CalPERS has by statute implemented a 2% @ 62 formula, three year average and employees in this category shall pay 50% of the normal cost rate as determined by CalPERS.

Adopted by Action of
the City Council
June, 1981

Revised 6/87, 6/89, 7/90, 7/91, 7/92, 6/03, 7/04, 4/07, 7/10, 10/12, 12/12, 7/13, 10/16, 7/19

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 12

DENTAL INSURANCE - EMPLOYER CONTRIBUTION

It is the policy of the City of Cupertino to provide dental insurance under which employees in Management and Confidential positions and their dependents may be covered. The purpose of this program is to promote and preserve the health of employees.

The premium cost for the insurance provided by the City shall not exceed \$126.78* per month per employee. Enrollment in the plan or plans made available pursuant to this policy shall be in accordance with Personnel Rules of the City and the provisions of the contract for such insurance between the City and carrier or carriers.

*Dental Coverage: Effective the first month after Council adoption of agreement, dental coverage is capped at \$2,500.00 per dependent per annual plan year for the term of this contract.

Adopted by Action of
City Council

July 1, 1983

Revised 7/87, 7/88, 7/89, 7/90, 7/91, 7/92, 6/95, 7/99, 4/07, 10/12, 10/16, 7/19

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 13

ADMINISTRATIVE LEAVE

The department heads and executive level staff shall receive eighty (80) hours of administrative leave with pay per year. Unrepresented employees exempt from the provisions of the Fair Labor Standards Act shall receive forty (40) hours of administrative leave with pay per year.

Employees may accumulate administrative leave hours up to two times their annual accrual.

Employees shall be eligible to convert up to 80 hours of administrative leave to pay one time each calendar year.

Adopted by Action of
the City Council
July, 1988

Revised
7/92, 7/97, 7/99, 7/10, 12/12, 10/16, 8/22, 3/23

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 14

EMPLOYEE ASSISTANCE PROGRAM

It is the policy of the City of Cupertino to provide an Employee Assistance Program for the benefit of Management and Confidential employees and their eligible dependents. The purpose of this program is to provide professional assistance and counseling concerning financial, legal, pre-retirement, and other matters of a personal nature.

Adopted by Action of the City Council
June 17, 1996

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 15

VACATION ACCUMULATION

The department heads and executive level staff shall earn vacation hours under the same vacation accumulation schedule as all other employees. Credit shall be provided for previous public sector service time on a year-for-year basis as to annual vacation accumulation. Credit shall only be given for completed years of service. Public service credit shall not apply to any other supplemental benefit. Employee(s) affected by this policy will have the responsibility of providing certification as to previous public sector service.

Benefited full-time employees accrue vacation in accordance with the following schedule. Benefited employees who work less than a full-time work schedule accrue vacation in accordance with the following schedule on a pro-rated basis.

<u>Service Time</u>	<u>Annual Accruals</u>	<u>Maximum Accrual</u>
0 - 3 Years	80 Hours	160 Hours
4 - 9 Years	120 Hours	240 Hours
10 – 14 Years	160 Hours	272 Hours
15 – 19 Years	176 Hours	320 Hours
20 + Years	192 Hours	352 Hours

An employee may accrue no more vacation credit than what is listed above.

VACATION CREDITS

The hiring manager, with the approval of the department head and the City Manager, may offer a vacation bank of up to 120 hours of vacation to a prospective candidate in the Unrepresented group. These hours do not vest for payoff purposes if the employee leaves service.

Adopted by Action of the City Council
July 7, 1997

Revised 6/99, 7/10, 12/12, 7/13, 10/16, 3/23

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 16

HOUSING ASSISTANCE PROGRAM

Housing assistance may be offered to the department heads pursuant to Resolution No. 15-092.

Adopted by Action of the City Council
July 7, 1997

Revised 7/99, 7/10, 8/12, 10/15

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 17

VISION INSURANCE – EMPLOYER CONTRIBUTION

It is the policy of the City of Cupertino to provide vision insurance under which employees and their dependents may be covered. The purpose of this program is to promote and preserve the health of employees.

The premium cost for the insurance provided by the City shall not exceed \$14.94 per month per employee. Enrollment in the plan or plans made available pursuant to this policy shall be in accordance with the provisions of the contract between the City and carrier or carriers providing vision insurance coverage,

Adopted by Action of the City Council
July 1997

Revised 7/99, 6/02, 6/03, 7/10, 10/12

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 18

WORK OUT OF CLASSIFICATION/WORK IN DUAL CLASSIFICATION

Work Out of Classification – Temporary assignment, approved in advance by the department head, to a classification in a higher pay grade shall be compensated at the Step 1 rate of the higher classification or at a rate five (5) percent greater than that of the regular position, whichever is greater, for the number of hours assigned. In order to qualify for out-of-classification pay, an employee shall work a minimum of four (4) hours per day in the temporary assignment.

An employee may be assigned to work out of class in a higher classification when there is a vacant position for which a recruitment is being, or will be, conducted. Out of class assignments may not exceed 960 hours in a fiscal year. Compensation for work performed in an out-of-class capacity is included for purposes of calculating CalPERS compensation, however, this is at the discretion of CalPERS and future changes to CalPERS regulations would supersede the language of this section.

An employee may receive acting pay for working in a higher classification where a vacancy does not exist, in the case of an incumbent being on vacation or leave of absence, or due to the employee being asked to perform higher level work on any other temporary basis. Acting pay is not included for purposes of calculating CalPERS compensation.

The higher rate of pay shall be used in computing overtime when authorized overtime is worked in a non-exempt, out of class or acting work assignment. When a non-exempt employee is working out of class or acting in an exempt position for 20 hours or more in a work week, the employee will be ineligible to receive overtime pay for any and all hours worked in the exempt classification during that work week.

All requests for out of class pay or acting pay must be approved by the Director of Administrative Services or his/her designee.

Adopted by Action of the City Council
October 2016

Revised 7/19

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 19

EDUCATION REIMBURSEMENT PROGRAM

It is the intent of the City to recognize the value of continuing education and professional development of its employees; and to adopt an Education Reimbursement Program which will encourage employees to avail themselves of City job related educational opportunities that will advance their knowledge and interests in the direction of their career path. Courses should either: a) maintain or improve job skills in the employee's current position; b) be expressly required by the City or by law; or c) prepare the employee to become a competitive applicant for a different position with the City.

The Education Reimbursement Program is a benefit to all full time benefited employees who have completed the required probationary period and provides education reimbursement of up to two thousand dollars(\$2,000) per calendar year for the cost of registration, required textbooks and/or materials and parking. Employees who wish to seek reimbursement from the City for educational program costs shall provide a written request for reimbursement in advance of enrollment to the Human Resources Division. The form provided shall include the type of training, sponsoring organization or institution, meeting times and costs. Human Resources and the employee's department head will make the determination if the chosen education program is eligible for reimbursement.

No employee shall receive any reimbursement until they have provided satisfactory proof of successful completion of the coursework with a grade of "C" or above, or "Pass" in the case of a Pass/Fail course. Such proof of completion shall be provided within 30 days of the conclusion of the course.

Education reimbursement is a taxable benefit under IRS Code. Education reimbursement will be applied to the calendar year in which the course is passed and satisfactory proof of completion is submitted.

Mandatory or annual coursework, attendance at conferences and training required to maintain job specific certifications or proficiencies are not included in the Education Reimbursement Program.

Adopted by Action of the City Council
July 2019

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 20

CITY SPONSORED RECREATION AND WELLNESS PROGRAMS

Unrepresented employees shall have the privilege of enrollment in City sponsored recreation programs at the City residents' fee structure and in preference to non-residents wishing to enroll. Each calendar year, employees and family members on the employee's dental plan are eligible to be reimbursed up to \$500 per employee in Rec Bucks. Employees shall be reimbursed for approved recreation services in accordance with the City's Recreation Buck Policies. Programs allowing for preregistration will be reimbursed after completion of the program, including those allowing for or requiring preregistration in the calendar year prior to reimbursement. Reimbursements shall be applied to the year in which they are received. Benefited employees will also receive a free employee-only annual Cupertino Sports Center membership. Part-time benefited employees will have the annual amount of Recreation Bucks prorated based on number of hours worked. Recreation Bucks are a taxable benefit under IRS Code, and must be used by the employee within the calendar year and are non-transferrable.

City employees are eligible to participate in the City's wellness program as provided for in the City's Administrative Rules and Regulations.

Adopted by Action of the City Council
July 2019

Listing of Unrepresented Classifications by

Salary Rate or Pay Grades

Effective July 1, 2013 (Res. No. 13-061)
Amended 11/19/ 13 (Res. No. 13-099)
Amended 12/17/13 (Res. No. 13-108)
Amended 3/18/14 (Res. No. 14-130)
Amended 11/3/14 (Res. No. 14-209)
Amended 11/3/2015 (Res. No. 15-099)
Amended 6/21/16 (Res. No. 16-064)
Amended 10/4/16 (Res. No. 16-104 – Not adopted)
Amended 10/18/16 (Res. No. 16-108)
Amended 11/15/16 (Res. No. 16-128)
Amended 6/20/17 (Res. No. 17-056)
Amended 10/17/17 (Res. No. 17-101)
Amended 7/16/19 (Res. No. 19-086)
Amended 11/19/19 (Res. No. 19-140)
Amended 6/7/22 (Res. No. 22-067 on 6/9/22)
Amended 8/16/22 (Res. No. 22-103)
Amended 3/7/23 (Res. No.23-028)
Amended 6/3/25 (Res. No.)
Amended 7/15/25 (Res. No.)

ATTACHMENT A
SALARY SCHEDULE

Salary Effective July 15, 2025

Classification	Step1	Step2	Step3	Step4	Step5
ACCOUNTANT I	\$46.60	\$48.93	\$51.38	\$53.95	\$56.65
ACCOUNTANT II	\$51.37	\$53.94	\$56.64	\$59.47	\$62.44
ACCOUNTING TECHNICIAN	\$46.22	\$48.53	\$50.96	\$53.51	\$56.18
ADMINISTRATIVE ASSISTANT	\$40.65	\$42.68	\$44.82	\$47.06	\$49.41
ASSISTANT CITY ATTORNEY	\$92.83	\$97.48	\$102.35	\$107.47	\$112.84
ASSISTANT DIRECTOR OF ADMIN SERVICES	\$90.80	\$95.34	\$100.11	\$105.12	\$110.37
ASSISTANT DIRECTOR COMM DEV	\$90.80	\$95.34	\$100.11	\$105.12	\$110.37
ASSISTANT TO THE CITY MANAGER	\$74.68	\$78.41	\$82.33	\$86.45	\$90.77
ASST DIR PUBLIC WORKS ENG	\$94.47	\$99.19	\$104.15	\$109.36	\$114.82
ASST DIR RECREATION COMM SVCS	\$90.80	\$95.34	\$100.11	\$105.12	\$110.37
BUDGET MANAGER	\$84.91	\$89.15	\$93.61	\$98.29	\$103.20
BUILDING OFFICIAL	\$85.34	\$89.60	\$94.08	\$98.79	\$103.73
BUSINESS SYSTEMS ANALYST	\$65.89	\$69.18	\$72.64	\$76.28	\$80.09
CAPITAL IMPV PROGRAM MGR	\$84.81	\$89.05	\$93.51	\$98.18	\$103.09
CHIEF TECHNOLOGY OFFICER	\$112.10	\$117.71	\$123.60	\$129.78	\$136.26
CITY CLERK	\$75.73	\$79.51	\$83.49	\$87.66	\$92.05
CITY ENGINEER	\$94.47	\$99.19	\$104.15	\$109.36	\$114.82
CODE ENFORCEMENT SUPERVISOR	\$73.82	\$77.51	\$81.39	\$85.46	\$89.73
COMMUNICATIONS AND MARKETING COORDINATOR	\$61.81	\$64.90	\$68.14	\$71.55	\$75.13
COMMUNITY RELATIONS COORDINATOR	\$46.86	\$49.21	\$51.67	\$54.25	\$56.96
DEPARTMENT HEAD	\$112.10	\$117.71	\$123.60	\$129.78	\$136.26
DEPUTY BUILDING OFFICIAL	\$73.82	\$77.51	\$81.39	\$85.46	\$89.73
DEPUTY CITY ATTORNEY	\$66.80	\$70.14	\$73.64	\$77.33	\$81.19
DEPUTY CITY CLERK	\$54.04	\$56.74	\$59.58	\$62.55	\$65.68
DEPUTY CITY MANAGER	\$90.80	\$95.34	\$100.11	\$105.12	\$110.37
DIRECTOR OF ADMIN SERVICES	\$112.10	\$117.71	\$123.60	\$129.78	\$136.26
DIRECTOR OF COMM DEVELOPMENT	\$112.10	\$117.71	\$123.60	\$129.78	\$136.26
DIRECTOR OF PARKS AND RECREATION	\$112.10	\$117.71	\$123.60	\$129.78	\$136.26
DIRECTOR OF PUBLIC WORKS	\$115.38	\$121.15	\$127.21	\$133.57	\$140.25
ECONOMIC DEVELOPMENT MANAGER	\$81.52	\$85.59	\$89.87	\$94.37	\$99.08
EMERGENCY SERVICES COORDINATOR	\$66.26	\$69.57	\$73.05	\$76.71	\$80.54
ENVIRONMENTAL PROGRAMS MANAGER	\$84.81	\$89.05	\$93.51	\$98.18	\$103.09
EXEC ASST TO CITY MANAGER	\$47.77	\$50.15	\$52.66	\$55.30	\$58.06

ATTACHMENT H

EXEC ASST TO THE CITY ATTN	\$46.59	\$48.93	\$51.38	\$53.94	\$56.64
FINANCE MANAGER	\$84.91	\$89.15	\$93.61	\$98.29	\$103.20
GIS COORDINATOR	\$48.71	\$51.15	\$53.71	\$56.39	\$59.21
GIS PROGRAM MANAGER	\$83.91	\$88.11	\$92.52	\$97.14	\$102.00
HUMAN RESOURCE ANALYST I	\$56.06	\$58.86	\$61.80	\$64.90	\$68.14
HUMAN RESOURCES ANALYST II	\$61.81	\$64.90	\$68.14	\$71.55	\$75.12
HUMAN RESOURCES ASSISTANT	\$33.76	\$35.45	\$37.22	\$39.08	\$41.03
HUMAN RESOURCES MANAGER	\$84.91	\$89.15	\$93.61	\$98.29	\$103.20
HUMAN RESOURCES TECHNICIAN	\$46.22	\$48.53	\$50.96	\$53.51	\$56.18
I.T. ASSISTANT	\$45.46	\$47.73	\$50.12	\$52.62	\$55.25
INNOVATION AND TECHNOLOGY MGR	\$83.91	\$88.11	\$92.52	\$97.14	\$102.00
LEGAL SERVICES MANAGER	\$48.12	\$50.53	\$53.05	\$55.71	\$58.49
MANAGEMENT ANALYST	\$56.54	\$59.37	\$62.34	\$65.45	\$68.72
NETWORK SPECIALIST	\$58.16	\$61.06	\$64.12	\$67.32	\$70.69
PARK RESTORATION IMPV MGR	\$79.33	\$83.29	\$87.46	\$91.83	\$96.42
PERMIT CENTER MANAGER	\$73.82	\$77.51	\$81.39	\$85.46	\$89.73
PLANNING MANAGER	\$85.34	\$89.60	\$94.08	\$98.79	\$103.73
PUBLIC AFFAIRS MANAGER	\$72.94	\$76.58	\$80.41	\$84.43	\$88.66
PUBLIC INFORMATION OFFICER	\$72.86	\$76.50	\$80.33	\$84.34	\$88.56
PUBLIC WORKS PROJECT MANAGER	\$69.73	\$73.22	\$76.88	\$80.72	\$84.76
PUBLIC WORKS SUPERVISOR	\$58.78	\$61.71	\$64.80	\$68.04	\$71.44
PURCHASING MANAGER	\$84.91	\$89.15	\$93.61	\$98.29	\$103.20
RECREATION MANAGER	\$60.01	\$63.01	\$66.16	\$69.46	\$72.94
RECREATION SUPERVISOR	\$54.43	\$57.15	\$60.01	\$63.01	\$66.16
SENIOR ACCOUNTANT	\$59.48	\$62.45	\$65.57	\$68.85	\$72.30
SENIOR ASSISTANT CITY ATTORNEY	\$102.13	\$107.24	\$112.60	\$118.23	\$124.14
SENIOR BUSINESS SYSTEMS ANALYST	\$70.50	\$74.03	\$77.73	\$81.61	\$85.69
SENIOR CIVIL ENGINEER	\$79.66	\$83.64	\$87.82	\$92.22	\$96.83
SENIOR MANAGEMENT ANALYST	\$61.81	\$64.90	\$68.14	\$71.55	\$75.13
SENIOR PUBLIC WORKS PROJECT MGR	\$73.21	\$76.88	\$80.72	\$84.76	\$88.99
SERVICE CENTER SUPERINTENDENT	\$75.15	\$78.91	\$82.86	\$87.00	\$91.35
SPECIAL PROJECT EXECUTIVE	\$112.10	\$117.71	\$123.60	\$129.78	\$136.26
TRANSPORTATION MANAGER	\$84.81	\$89.05	\$93.51	\$98.18	\$103.09
WEB SPECIALIST	\$51.42	\$53.99	\$56.69	\$59.53	\$62.50

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 1

PROGRAM PURPOSE AND DEFINITIONS FOR ELIGIBILITY

It is City of Cupertino policy that those certain persons holding positions hereinafter defined and designated either as management or confidential positions shall be eligible for participation under the Unrepresented Employees Compensation Program as hereby adopted by action of the City Council and as same may be amended or as otherwise modified from time to time.

It is the stated purpose of this Compensation Program to give recognition to and to differentiate those eligible employees from represented employees who achieve economic gain and other conditions of employment through negotiation. It is the intent that through this policy and those which are adopted or as may be modified or rescinded from time to time such recognition may be given.

Eligibility for inclusion with this Compensation program is limited to persons holding positions as management or confidential employees as defined under section 2.52.290 of the Cupertino Municipal Code. These are as designated by the Appointing Authority and may be modified as circumstances warrant.

Although subject to change in accordance with provision of the Personnel Code, the positions in the following classifications have been designated as unrepresented.

MANAGEMENT AND CONFIDENTIAL CLASSIFICATIONS:

Classification Title

Accountant I

Accountant II

Accounting Technician

Administrative Assistant

Assistant City Attorney

~~Assistant City Manager~~

Assistant Director of Administrative Services

Assistant Director of Community Development

Assistant Director of Public Works

Assistant Director of Parks and Recreation

Assistant to the City Manager

Budget Manager

Building Official

Business Systems Analyst/Program Manager

Capital Improvement Program Manager

Chief Technology Officer/Director of Information Services (Department Head)

City Clerk

City Engineer
Code Enforcement Supervisor
Communications and Marketing Coordinator
Community Relations Coordinator
Deputy Building Official
Deputy City Attorney
Deputy City Clerk
Deputy City Manager
Director of Administrative Services (Department Head)
Director of Community Development (Department Head)
Director of Parks and Recreation (Department Head)
Director of Public Works
Economic Development Manager
Emergency Services Coordinator
Environmental Programs Manager
Executive Assistant to the City Attorney
Executive Assistant to the City Manager
Finance Manager
GIS Coordinator
GIS Program Manager
Human Resources Analyst I
Human Resources Analyst II
Human Resources Assistant
Human Resources Manager
Human Resources Technician
Information Technology Assistant
Innovation and Technology Manager – Applications
Innovation and Technology Manager - Infrastructure
Legal Services Manager
Management Analyst
Network Specialist
Park Restoration and Improvement Manager
Permit Center Manager
Planning Manager
Public Information Officer
Public Affairs Manager
Public Works Projects Manager
Public Works Supervisor
Purchasing Manager
Recreation Manager
Recreation Supervisor
Senior Accountant
Senior Assistant City Attorney
Senior Business Systems Analyst
Senior Civil Engineer

Senior Management Analyst
Senior Public Works Project Manager
Service Center Superintendent
Special Project Executive
Transportation Manager
Web Specialist

In the event of any inconsistency between the Compensation Program and any Employment Contracts, the provisions of the Employment Contract and any amendments thereto control.

Adopted by Action of the
City Council, April 1, 1974

Revised 10/74, 3/78, 6/81, 6/82, 7/85, 7/87, 1/89, 7/90, 4/91, 5/91,
7/92, 6/95, 6/96, 7/99, 6/02, 7/04, 6/05, 04/07, 7/10, 10/12, 12/12, 7/13, 11/13, 12/13, 3/14, 7/14, 11/15,
6/16, 10/16, 11/16, 6/17, 10/17, 7/19, 6/22, 8/22, 3/23, 11/23, 6/25, 7/25

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 2

SALARY SCHEDULE
AND OTHER SALARY RATES

It is City of Cupertino policy that eligible persons under this Compensation Program shall be compensated for services rendered to and on behalf of the City on the basis of equity of pay for duties and responsibilities assigned, meritorious service and comparability with similar work in other public and private employment in the same labor market; all of which is contingent upon the City's ability to pay consistent with its fiscal policies.

Retroactive to the first full pay period after July 1, 2023, a 3.5% salary increase will be added to the salary range of each classification in this unit. There shall be no further salary increase for FY24/25.

See Attachment A for a list of paygrades.

Adopted by Action
of the City Council
April 1, 1974

Revised 8/78, 7/79, 6/80, 7/92, 6/95, 10/12, 7/13, 10/16, 7/19, 8/22, 11/23

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 3

TRAINING AND CONFERENCES

I. POLICY

A. Management Personnel

It is City of Cupertino policy that eligible persons under this Compensation Program shall be reimbursed or receive advances in accordance with the schedules, terms and conditions as set forth herein for attendance at conferences, meetings and training sessions as defined below for each. It is the intent of this policy to encourage the continuing education and awareness of said persons in the technical improvements and innovations in their fields of endeavor as they apply to the City or to implement a City approved strategy for attracting and retaining businesses in the City. One means of implementing this encouragement is through a formal reimbursement and advance schedule for authorized attendance at such conferences, meetings and training sessions.

B. Non-Management Personnel

When authorized by their supervisor, a non-management person may attend a conference, meeting or training session subject to the stated terms and conditions included herein for each with payment toward or reimbursement of certain expenses incurred as defined below for each.

II. DEFINITIONS

A. Conferences

A conference is an annual meeting of a work related organization the membership of which may be held in the name of the City or the individual.

B. Local Area

The local area is defined to be within Santa Clara and San Mateo Counties and within a 40-mile distance from Cupertino when traveling to Alameda County.

C. Meetings

A "meeting" shall mean a convention, conference, seminar, workshop, meal, or like assembly having to do with municipal government operations. An employee serving on a panel for interviews of job applicants shall not come under this definition.

D. Training Session

A training session is any type of seminar or workshop the attendance at which is for the purpose of obtaining information of a work related nature to benefit the City's operations or to enhance the attendee's capabilities in the discharge of assigned duties and responsibilities.

III REIMBURSEMENT AND ADVANCE PAYMENT SCHEDULE

A. Intent

This schedule is written with the intent that the employee will make every effort to find the lowest possible cost to the City for traveling on City business. For example, if paying for parking at the airport is less expensive than paying for a taxi or airport shuttle, then the employee should drive their car and park at the airport; or if renting a car is lower than taking taxis at the out-of-town location, then a car should be rented; or air reservations should be booked in advance to obtain discounted fares. The following procedures apply whether the expense is being paid through a reimbursement or a direct advance.

B. Registration

Registration fees for authorized attendance at a meeting or training session will be paid by the City.

C. Transportation

The City will pay transportation costs on the basis of the lowest cost intent stated in paragraph A. Eligible transportation costs include airfare (with coach fare being the maximum), van or taxi service to and from the attendee's home and airport, destination or airport parking charges, taxi and shuttle services at the out-of-town location, trains, tolls, or rental cars. Use of a personal automobile for City business shall be reimbursed or advanced at the rate per mile in effect for such use, except in no case shall it exceed air coach fare if the vehicle is being used for getting to the destination. Government or group rates offered by a provider of transportation must be used when available.

Reimbursement or advances for use of a personal automobile on City business within a local area will not be made so as to supplement that already being paid to those persons receiving a monthly mileage allowance.

D. Lodging

Hotel or lodging expenses of the employee resulting from the authorized event or activity defined in this policy will be reimbursed or advanced if the lodging and event occurs outside of the local area. Not covered will be lodging expenses related to person(s) who are accompanying the City member, but who themselves are not on City business. In this

instance, for example, the difference between single and multiple occupancy rates for a room will not be reimbursed.

Where the lodging is in connection with a conference or other organized educational activity, City-paid lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor, providing that lodging at the group rate is available at the time of booking. If the group rate at the conference hotel is not available, then the non-conference lodging policy described in the next paragraph should be followed to find another comparable hotel.

Where lodging is necessary for an activity that is not related to a conference or other organized educational activity, reimbursement or advances shall be limited to the actual cost of the room at a group or government rate. In the event that a group or government rate is not available, lodging rates that do not exceed the median price for lodging for that area and time period listed on travel websites like www.hotels.com, www.expedia.com or an equivalent service shall be eligible for reimbursement or advancement.

E. Meals

1. With No Conference

Payments toward or reimbursement of meals related to authorized activities or events shall be at the Internal Revenue Service per diem rate for meals and incidental expenses for a given location, as stated by IRS publications 463 and 1542 and by the U.S. General Services Administration. The per diem shall be split among meals as reasonably desired and reduced accordingly for less than full travel days. If per diem is claimed, no receipts are necessary. Alternatively, the actual cost of a meal can be claimed, within a standard of reasonableness, but receipts must be kept and submitted for the expense incurred.

2. As Part of a Conference

When City personnel are attending a conference or other organized educational activity, they shall be reimbursed or advanced for meals not provided by the activity, on a per diem or actual cost basis. The per diem and actual cost rate shall follow the rules described in the meals with no conference paragraph.

F. Other Expenses

Payments toward or reimbursement of expenses at such functions shall be limited to the actual costs consistent with the application of reasonable standards.

Other reasonable expenses related to business purposes shall be paid consistent with this policy.

No payments shall be made unless, where available, receipts are kept and submitted for all expenses incurred. When receipts are not available, qualifying expenditures shall be reimbursed upon signing of an affidavit of expenditure.

No payment shall be made for any expenses incurred which are of a personal nature or not within a standard of reasonableness for the situation as may be defined by the Finance Department.

G. Non-Reimbursable Expenses

The City will **not** reimburse or advance payment toward expenses including, but not limited to:

1. The personal portion of any trip;
2. Political or charitable contributions or events;
3. Family expenses, including those of a partner when accompanying the employee on City-related business, as well as child or pet-related expenses;
4. Entertainment expenses, including theatre, shows, movies, sporting events, golf, spa treatments, etc.
5. Gifts of any kind for any purpose;
6. Service club meals; of those besides economic development staff;
7. Alcoholic beverages;
8. Non-mileage personal automobile expenses including repairs, insurance, gasoline, traffic citations; and
9. Personal losses incurred while on City business.

IV ATTENDANCE AUTHORIZATION

A. Budgetary Limitations

Notwithstanding any attendance authorization contained herein, reimbursement or advances for expenses relative to conferences, meeting or training sessions shall not exceed the budgetary limitations.

B. Conference Attendance

Attendance at conferences or seminars by employees must be approved by their supervisor.

C. Meetings

Any employee, management or non-management, may attend a meeting when authorized by their supervisor.

D. Training Sessions

Any employee, management or non-management, may attend a training session when authorized by their supervisor.

V. FUNDING

A. Appropriation Policy

It shall be the policy of the City to appropriate funds subject to availability of resources.

B. Training Sessions

Payments toward or reimbursement of expenses incurred in attendance at training sessions, will be appropriated annually through the budget process.

VI. DIRECT CASH ADVANCE POLICY

From time to time, it may be necessary for a City employee to request a direct cash advance to cover anticipated expenses while traveling or doing business on the City's behalf. Such request for an advance should be submitted to their supervisor no less than seven days prior to the need for the advance with the following information: 1) Purpose of the expenditure; 2) The anticipated amount of the expenditure (for example, hotel rates, meal costs, and transportation expenses); and 3) The dates of the expenditure. An accounting of expenses and return of any unused advance must be reported to the City within 30 calendar days of the employee's return on the expense report described in Section VII.

VII. EXPENSE REPORT REQUIREMENTS

All expense reimbursement requests or final accounting of advances received must be approved by their supervisor, on forms determined by the Finance Department, within 30 calendar days of an expense incurred, and accompanied by a business purpose for all expenditures and a receipt for each non- per diem item.

Revised 7/83, 7/85, 7/87, 7/88, 7/91, 7/92, 12/07,7/10

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 4

AUTOMOBILE ALLOWANCES AND
MILEAGE REIMBURSEMENTS

It is City of Cupertino policy that eligible persons under this Compensation Program shall be compensated fairly for the use of personal automotive vehicles on City business. In many instances the use of personal vehicles is a condition of employment due to the absence of sufficient City owned vehicles for general transportation purposes. It is not intended, however, that such a condition of employment should work an undue hardship. For this reason, the following policies shall apply for mileage reimbursements.

Those persons who occasionally are required to use their personal automobiles for City business shall be reimbursed for such use at an appropriate rate established by the City Council. Submission of reimbursement requests must be approved by the Department Head.

Employees in the following classifications shall be paid on a monthly basis the following automobile allowance:

<u>Classification</u>	<u>Allowance</u>
Director of Administrative Services	300.00
Director of Community Development	300.00
Assistant City Manager	300.00
Director of Parks and Recreation	300.00
Director of Public Works	300.00
Chief Technology Officer/ Director of Information Services	300.00
Special Project Executive	300.00
City Clerk	250.00
Senior Civil Engineer	250.00
Assistant Director of Public Works	250.00
City Engineer	250.00
Transportation Manager	250.00
Assistant Director of Administrative Services	200.00
Assistant Director of Community Development	200.00
Assistant Director of Parks and Recreation	200.00
Public Affairs Manager	200.00
Deputy City Manager	200.00
Recreation Supervisor	200.00
Recreation Manager	200.00

Employees receiving automobile allowance shall be eligible for reimbursement for travel that exceeds two hundred miles round trip.

Adopted by Action of the City Council

April 1, 1974

Revised 7/74, 5/79, 6/80, 7/81, 8/84, 7/87, 1/89, 7/90, 7/92, 6/96, 8/99, 6/00, 9/01, 1/02, 6/02, 10/07, 7/10, 7/11, 10/12, 12/12, 7/13, 11/15, 10/16, 11/16, 6/17, 7/19, 8/22, 3/23, 6/25

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 5

ASSOCIATION MEMBERSHIPS AND
PROFESSIONAL PUBLICATIONS

It is City of Cupertino policy that eligible persons under this Compensation Program shall be entitled to City sponsored association memberships as well as receiving subscriptions to professional and technical publications. Such sponsorship, however, shall be conditioned upon the several factors as set forth below.

Each association for which membership is claimed must be directly related to the field of endeavor of the person to be benefited. Each claim for City sponsored membership shall be submitted by or through the Department Head with their concurrence to the City Manager for approval.

Subscriptions to or purchase of professional and technical publications may be provided at City expense when such have been authorized by the Department Head providing the subject matter and material generally contained therein are related to municipal governmental operations.

Adopted by Action of
the City Council
April 1, 1974
Revised
7/92

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 6

OVERTIME WORKED

EXEMPT POSITIONS:

Management and non-represented professional employees are ineligible for overtime payments for time worked in excess of what otherwise would be considered as a normal work day or work week for other employees. However, no deduction from leave balances are made when such an employee is absent for less than a regular work day as long as the employee has his/her supervisor's approval. Nothing in this policy precludes the alternative work schedule, which may include an absence of a full eight hour day, when forty hours have been worked in the same seven day work period.

NON-EXEMPT POSITIONS:

Confidential employees are eligible for overtime or compensation time, at their discretion, for the time worked in excess of 40 hours per week. Nothing in this policy precludes the alternative work schedule, which may include an absence of a full eight hour day, where forty hours have been worked in the same seven day period.

COMPENSATORY TIME OFF

At the employee's discretion, compensatory time (CTO) may be granted for overtime worked at the rate of time and one-half for each hour worked in lieu of compensation in cash. Employees, who have previously earned CTO, shall be allowed to schedule CTO at the employee's discretion provided (1) that prior supervisory approval has been obtained and (2) the request is made in writing.

CTO may be accrued for up to 80 hours per calendar year. Any CTO earned exceeding 80 hours will be paid at the rate of time and one-half. An employee may carry over the unused balance into the next calendar year. Any unused carryover balance will be automatically paid out at the end of the calendar year.

An employee may exercise his/her option twice each calendar year to convert any/or all accumulated compensatory time to cash.

STANDBY COMPENSATION

Employees in the classification of Information and Technology Assistant who are required to be available during their off-shift hours for possible recall for emergency service shall be compensated \$300.00 per 128 hours. Minimum staffing and skill qualifications for standby assignment shall be determined by the City.

Adopted by Action of
the City Council

April 1, 1974

Revised

6/80, 7/91, 7/92, 6/96, 7/97, 4/07, 7/13, 10/16, 8/22

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 7

HEALTH BENEFITS PLAN - EMPLOYER CONTRIBUTION

It is the policy of the City of Cupertino to provide group hospital and medical insurance under which employees in Management and Confidential positions and their dependents may be covered. The purpose of this program is to promote and preserve the health of employees and their families through comprehensive health plans available only through employer sponsorship.

Although the premium cost for the insurance provided remains the ultimate responsibility of the employee in these positions, the City shall contribute the amounts listed below towards the premium or pay the full cost of the premium if less than the stated amounts. If the premium amounts for any employee covered by this policy are less than the amounts listed below per month, the difference between the premium amount and the stated amounts will be included in the employee's gross pay.

Effective January 1, 2024, for each participating employee, the City shall contribute the maximum toward premium cost per month for health and dental during the term of this agreement as follows:

January 1, 2024	City Max Health Contribution	City Max Dental Contribution	City Total Max Contribution
Employee	\$1,021.41	\$126.78	\$1,148.19
Employee + 1	\$2,042.82	\$126.78	\$2,169.6
Employee + 2	\$2,655.67	\$126.78	\$2,782.45

Required contribution amounts exceeding the premium contribution of the City are the responsibility of the employee.

With regards to any change in the monthly medical plan premium charged by CalPERS in the plan year 2025 compared to the plan year 2024, the City's maximum contributions shall be capped at no more than 6%. Any required contribution amounts exceeding the premium contribution of the City are the responsibility of the employee.

Health In-Lieu Payments

City agrees to pay a monthly amount of three hundred seventy-five (\$375.00) per month to the employee who can demonstrate that they have equivalent health coverage through their

spouse, parent, or other group coverage and who request this cash payment in lieu of health insurance coverage.

*Dental Coverage: Effective the first month after Council adoption of MOU, dental coverage is capped at \$2,500.00 per dependent per annual plan year for the term of this contract.

Adopted by Action of the City Council

September 16, 1974

Revised

7/75, 7/76, 7/77, 8/78, 7/79, 6/80, 6/81, 7/81, 6/82, 7/83, 7/84, 7/88, 7/89, 7/90, 7/91, 7/92, 6/95, 7/97, 7/99, 6/00, 6/02, 7/04, 6/05, 4/07, 12/12, 7/13, 10/16, 7/19, 12/19, 8/22

City of Cupertino

UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 8

FIXED HOLIDAYS

It is the policy of the City of Cupertino to recognize days of historical and national significance as holidays of the City without loss of pay or benefits. Recognizing the desirable times throughout the year, it is the policy of the City of Cupertino to provide days off in lieu of holidays for management and confidential employees at such times as are convenient for each employee and supervisor, when such policy is compatible with the workload and schedule of the City.

The City provides the following fixed paid holidays for eligible employees covered by this agreement:

1. New Year's Day
2. Martin Luther King Day
3. Lunar New Year
4. Presidents' Day
5. Cesar Chavez Day
6. Memorial Day
7. Juneteenth
8. Independence Day
9. Labor Day
10. Veteran's Day
11. Thanksgiving Day
12. Day Following Thanksgiving
13. Christmas Eve
14. Christmas Day
15. New Year's Eve

For Calendar Year 2023, Unrepresented and Appointed employees will receive one (1) floating holiday in lieu of Lunar New Year holiday. Said floating holiday is "use it or lose it" and must be used by December 31, 2023. If said floating holiday is not used by the last full pay period in December 2023, it shall be automatically cashed out in the first full pay period in January 2024.

When a holiday falls on a Sunday, the following Monday shall be observed as the non-work day. When a holiday falls on a Saturday, the previous Friday shall be observed as the non-work day.

FLOATING HOLIDAY

In addition to the paid holidays, employees occupying these positions shall be provided 20 floating hours per calendar year as non-work time with full pay and benefits. Employees may accumulate floating holiday hours up to two times their annual accrual.

Adopted by Action of
the City Council
July 7, 1975

Revised 6/80, 6/89, 7/92, 7/99, 7/13, 8/22, 11/23

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 9

LIFE, LONG TERM DISABILITY INSURANCE, AND SHORT TERM DISABILITY
INSURANCE

It is the policy of the City of Cupertino to make available group insurance for Management and Confidential employees that will mitigate the personal and family financial hardships resulting from continuing disability that prevents an employee from performing gainfully in his or her occupation. It is further the policy of the City of Cupertino to provide life insurance benefits in an amount of two and one half times the employee's annual salary to a maximum of \$250,000.00.

Employees occupying unrepresented positions may enroll in the disability income program and the life insurance program offered if eligible under the contract provisions of the policy and the personnel rules of the City. The full cost of premiums for these programs shall be paid by the City for such employees.

Adopted by Action of
the City Council
September 16, 1976

Revised 7/76, 6/80, 6/81, 6/82, 6/92, 10/16

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 10

DEFERRED COMPENSATION

It is the policy of the City of Cupertino to provide equitable current compensation and reasonable retirement security for management and confidential employees for services performed for the City. The City participates in the California Public Employees' Retirement System (PERS) and deferred compensation plans have been established. Both the employee and employer may make contributions from current earnings to these plans. The purpose of this policy is to promote means by which compensation may be provided in such manner and form to best meet the requirements of the City and the needs of individual employees, thereby increasing the ability, to attract and retain competent management and confidential employees.

The City shall maintain and administer means by which employees in these positions may defer portions of their current earnings for future utilization. Usage of such plans shall be subject to such agreements, rules and procedures as are necessary to properly administer each plan. Employee contributions to such plans may be made in such amounts as felt proper and necessary to the employee. Employer contributions shall be as determined by the City Council.

Adopted by Action of
the City Council
July 7, 1975
Revised 6/80, 7/87, 7/92, 7/99

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 11

PUBLIC EMPLOYEES' RETIREMENT SYSTEM CONTRIBUTION

A. Employees hired on or before December 29, 2012 Only:

For employees hired on or before December 29, 2012, the City has contracted with CalPERS for a 2.7% @55 formula.

Effective in the first full pay period in July 2017, each employee shall pay the full 8.0% of applicable salary of the employee's contribution towards CalPERS.

B. For Employees hired by the City of Cupertino on December 30, 2012 or December 31, 2012 or a current CalPERS employee who qualifies as a classic member under CalPERS Regulations Only:

For Employees hired by the City of Cupertino on December 30, 2012 or December 31, 2012 or a current CalPERS employee who qualifies as a classic member under CalPERS Regulations only the City has contracted with CalPERS for a 2.0% @ 60 retirement formula, three year average compensation.

Effective October 1, 2016, the City shall not pay the employee's contribution rate to the California Public Employees Retirement System (CalPERS) and each employee shall pay the full 7% of applicable salary of the employee's contribution towards CalPERS.

C. For new employees hired by the City of Cupertino on or after January 1, 2013 and do not qualify as Classic members Only:

For new employees hired by the City of Cupertino on or after January 1, 2013 and do not qualify as classic members as defined by CalPERS, CalPERS has by statute implemented a 2% @ 62 formula, three year average and employees in this category shall pay 50% of the normal cost rate as determined by CalPERS.

Adopted by Action of
the City Council
June, 1981

Revised 6/87, 6/89, 7/90, 7/91, 7/92, 6/03, 7/04, 4/07, 7/10, 10/12, 12/12, 7/13, 10/16, 7/19

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 12

DENTAL INSURANCE - EMPLOYER CONTRIBUTION

It is the policy of the City of Cupertino to provide dental insurance under which employees in Management and Confidential positions and their dependents may be covered. The purpose of this program is to promote and preserve the health of employees.

The premium cost for the insurance provided by the City shall not exceed \$126.78* per month per employee. Enrollment in the plan or plans made available pursuant to this policy shall be in accordance with Personnel Rules of the City and the provisions of the contract for such insurance between the City and carrier or carriers.

*Dental Coverage: Effective the first month after Council adoption of agreement, dental coverage is capped at \$2,500.00 per dependent per annual plan year for the term of this contract.

Adopted by Action of
City Council

July 1, 1983

Revised 7/87, 7/88, 7/89, 7/90, 7/91, 7/92, 6/95, 7/99, 4/07, 10/12, 10/16, 7/19

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 13

ADMINISTRATIVE LEAVE

The department heads and executive level staff shall receive eighty (80) hours of administrative leave with pay per year. Unrepresented employees exempt from the provisions of the Fair Labor Standards Act shall receive forty (40) hours of administrative leave with pay per year.

Employees may accumulate administrative leave hours up to two times their annual accrual.

Employees shall be eligible to convert up to 80 hours of administrative leave to pay one time each calendar year.

Adopted by Action of
the City Council
July, 1988

Revised
7/92, 7/97, 7/99, 7/10, 12/12, 10/16, 8/22, 3/23

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 14

EMPLOYEE ASSISTANCE PROGRAM

It is the policy of the City of Cupertino to provide an Employee Assistance Program for the benefit of Management and Confidential employees and their eligible dependents. The purpose of this program is to provide professional assistance and counseling concerning financial, legal, pre-retirement, and other matters of a personal nature.

Adopted by Action of the City Council
June 17, 1996

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 15

VACATION ACCUMULATION

The department heads and executive level staff shall earn vacation hours under the same vacation accumulation schedule as all other employees. Credit shall be provided for previous public sector service time on a year-for-year basis as to annual vacation accumulation. Credit shall only be given for completed years of service. Public service credit shall not apply to any other supplemental benefit. Employee(s) affected by this policy will have the responsibility of providing certification as to previous public sector service.

Benefited full-time employees accrue vacation in accordance with the following schedule. Benefited employees who work less than a full-time work schedule accrue vacation in accordance with the following schedule on a pro-rated basis.

<u>Service Time</u>	<u>Annual Accruals</u>	<u>Maximum Accrual</u>
0 - 3 Years	80 Hours	160 Hours
4 - 9 Years	120 Hours	240 Hours
10 – 14 Years	160 Hours	272 Hours
15 – 19 Years	176 Hours	320 Hours
20 + Years	192 Hours	352 Hours

An employee may accrue no more vacation credit than what is listed above.

VACATION CREDITS

The hiring manager, with the approval of the department head and the City Manager, may offer a vacation bank of up to 120 hours of vacation to a prospective candidate in the Unrepresented group. These hours do not vest for payoff purposes if the employee leaves service.

Adopted by Action of the City Council
July 7, 1997

Revised 6/99, 7/10, 12/12, 7/13, 10/16, 3/23

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 16

HOUSING ASSISTANCE PROGRAM

Housing assistance may be offered to the department heads pursuant to Resolution No. 15-092.

Adopted by Action of the City Council
July 7, 1997

Revised 7/99, 7/10, 8/12, 10/15

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 17

VISION INSURANCE – EMPLOYER CONTRIBUTION

It is the policy of the City of Cupertino to provide vision insurance under which employees and their dependents may be covered. The purpose of this program is to promote and preserve the health of employees.

The premium cost for the insurance provided by the City shall not exceed \$14.94 per month per employee. Enrollment in the plan or plans made available pursuant to this policy shall be in accordance with the provisions of the contract between the City and carrier or carriers providing vision insurance coverage,

Adopted by Action of the City Council
July 1997

Revised 7/99, 6/02, 6/03, 7/10, 10/12

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 18

WORK OUT OF CLASSIFICATION/WORK IN DUAL CLASSIFICATION

Work Out of Classification – Temporary assignment, approved in advance by the department head, to a classification in a higher pay grade shall be compensated at the Step 1 rate of the higher classification or at a rate five (5) percent greater than that of the regular position, whichever is greater, for the number of hours assigned. In order to qualify for out-of-classification pay, an employee shall work a minimum of four (4) hours per day in the temporary assignment.

An employee may be assigned to work out of class in a higher classification when there is a vacant position for which a recruitment is being, or will be, conducted. Out of class assignments may not exceed 960 hours in a fiscal year. Compensation for work performed in an out-of-class capacity is included for purposes of calculating CalPERS compensation, however, this is at the discretion of CalPERS and future changes to CalPERS regulations would supersede the language of this section.

An employee may receive acting pay for working in a higher classification where a vacancy does not exist, in the case of an incumbent being on vacation or leave of absence, or due to the employee being asked to perform higher level work on any other temporary basis. Acting pay is not included for purposes of calculating CalPERS compensation.

The higher rate of pay shall be used in computing overtime when authorized overtime is worked in a non-exempt, out of class or acting work assignment. When a non-exempt employee is working out of class or acting in an exempt position for 20 hours or more in a work week, the employee will be ineligible to receive overtime pay for any and all hours worked in the exempt classification during that work week.

All requests for out of class pay or acting pay must be approved by the Director of Administrative Services or his/her designee.

Adopted by Action of the City Council
October 2016

Revised 7/19

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 19

EDUCATION REIMBURSEMENT PROGRAM

It is the intent of the City to recognize the value of continuing education and professional development of its employees; and to adopt an Education Reimbursement Program which will encourage employees to avail themselves of City job related educational opportunities that will advance their knowledge and interests in the direction of their career path. Courses should either: a) maintain or improve job skills in the employee's current position; b) be expressly required by the City or by law; or c) prepare the employee to become a competitive applicant for a different position with the City.

The Education Reimbursement Program is a benefit to all full time benefited employees who have completed the required probationary period and provides education reimbursement of up to two thousand dollars(\$2,000) per calendar year for the cost of registration, required textbooks and/or materials and parking. Employees who wish to seek reimbursement from the City for educational program costs shall provide a written request for reimbursement in advance of enrollment to the Human Resources Division. The form provided shall include the type of training, sponsoring organization or institution, meeting times and costs. Human Resources and the employee's department head will make the determination if the chosen education program is eligible for reimbursement.

No employee shall receive any reimbursement until they have provided satisfactory proof of successful completion of the coursework with a grade of "C" or above, or "Pass" in the case of a Pass/Fail course. Such proof of completion shall be provided within 30 days of the conclusion of the course.

Education reimbursement is a taxable benefit under IRS Code. Education reimbursement will be applied to the calendar year in which the course is passed and satisfactory proof of completion is submitted.

Mandatory or annual coursework, attendance at conferences and training required to maintain job specific certifications or proficiencies are not included in the Education Reimbursement Program.

Adopted by Action of the City Council
July 2019

City of Cupertino
UNREPRESENTED EMPLOYEES' COMPENSATION PROGRAM
Policy No. 20

CITY SPONSORED RECREATION AND WELLNESS PROGRAMS

Unrepresented employees shall have the privilege of enrollment in City sponsored recreation programs at the City residents' fee structure and in preference to non-residents wishing to enroll. Each calendar year, employees and family members on the employee's dental plan are eligible to be reimbursed up to \$500 per employee in Rec Bucks. Employees shall be reimbursed for approved recreation services in accordance with the City's Recreation Buck Policies. Programs allowing for preregistration will be reimbursed after completion of the program, including those allowing for or requiring preregistration in the calendar year prior to reimbursement. Reimbursements shall be applied to the year in which they are received. Benefited employees will also receive a free employee-only annual Cupertino Sports Center membership. Part-time benefited employees will have the annual amount of Recreation Bucks prorated based on number of hours worked. Recreation Bucks are a taxable benefit under IRS Code, and must be used by the employee within the calendar year and are non-transferrable.

City employees are eligible to participate in the City's wellness program as provided for in the City's Administrative Rules and Regulations.

Adopted by Action of the City Council
July 2019

Listing of Unrepresented Classifications by

Salary Rate or Pay Grades

Effective July 1, 2013 (Res. No. 13-061)
Amended 11/19/ 13 (Res. No. 13-099)
Amended 12/17/13 (Res. No. 13-108)
Amended 3/18/14 (Res. No. 14-130)
Amended 11/3/14 (Res. No. 14-209)
Amended 11/3/2015 (Res. No. 15-099)
Amended 6/21/16 (Res. No. 16-064)
Amended 10/4/16 (Res. No. 16-104 – Not adopted)
Amended 10/18/16 (Res. No. 16-108)
Amended 11/15/16 (Res. No. 16-128)
Amended 6/20/17 (Res. No. 17-056)
Amended 10/17/17 (Res. No. 17-101)
Amended 7/16/19 (Res. No. 19-086)
Amended 11/19/19 (Res. No. 19-140)
Amended 6/7/22 (Res. No. 22-067 on 6/9/22)
Amended 8/16/22 (Res. No. 22-103)
Amended 3/7/23 (Res. No.23-028)
Amended 6/3/25 (Res. No.)
Amended 7/15/25 (Res. No.)

ATTACHMENT A
SALARY SCHEDULE

Salary Effective ~~June 3, 2025~~ July 15, 2025

Classification	Step1	Step2	Step3	Step4	Step5
ACCOUNTANT I	\$46.60	\$48.93	\$51.38	\$53.95	\$56.65
ACCOUNTANT II	\$51.37	\$53.94	\$56.64	\$59.47	\$62.44
ACCOUNTING TECHNICIAN	\$46.22	\$48.53	\$50.96	\$53.51	\$56.18
ADMINISTRATIVE ASSISTANT	\$40.65	\$42.68	\$44.82	\$47.06	\$49.41
ASSISTANT CITY ATTORNEY	\$92.83	\$97.48	\$102.35	\$107.47	\$112.84
ASSISTANT CITY MGR	\$126.92	\$133.27	\$139.93	\$146.93	\$154.27
ASSISTANT DIRECTOR OF ADMIN SERVICES	\$90.80	\$95.34	\$100.11	\$105.12	\$110.37
ASSISTANT DIRECTOR COMM DEV	\$90.80	\$95.34	\$100.11	\$105.12	\$110.37
ASSISTANT TO THE CITY MANAGER	\$74.68	\$78.41	\$82.33	\$86.45	\$90.77
ASST DIR PUBLIC WORKS ENG	\$94.47	\$99.19	\$104.15	\$109.36	\$114.82
ASST DIR RECREATION COMM SVCS	\$90.80	\$95.34	\$100.11	\$105.12	\$110.37
BUDGET MANAGER	\$84.91	\$89.15	\$93.61	\$98.29	\$103.20
BUILDING OFFICIAL	\$85.34	\$89.60	\$94.08	\$98.79	\$103.73
BUSINESS SYSTEMS ANALYST	\$65.89	\$69.18	\$72.64	\$76.28	\$80.09
CAPITAL IMPV PROGRAM MGR	\$84.81	\$89.05	\$93.51	\$98.18	\$103.09
CHIEF TECHNOLOGY OFFICER	\$112.10	\$117.71	\$123.60	\$129.78	\$136.26
CITY CLERK	\$75.73	\$79.51	\$83.49	\$87.66	\$92.05
CITY ENGINEER	\$94.47	\$99.19	\$104.15	\$109.36	\$114.82
CODE ENFORCEMENT SUPERVISOR	\$73.82	\$77.51	\$81.39	\$85.46	\$89.73
COMMUNICATIONS AND MARKETING COORDINATOR	\$61.81	\$64.90	\$68.14	\$71.55	\$75.13
COMMUNITY RELATIONS COORDINATOR	\$46.86	\$49.21	\$51.67	\$54.25	\$56.96
DEPARTMENT HEAD	\$112.10	\$117.71	\$123.60	\$129.78	\$136.26
DEPUTY BUILDING OFFICIAL	\$73.82	\$77.51	\$81.39	\$85.46	\$89.73
DEPUTY CITY ATTORNEY	\$66.80	\$70.14	\$73.64	\$77.33	\$81.19
DEPUTY CITY CLERK	\$54.04	\$56.74	\$59.58	\$62.55	\$65.68
DEPUTY CITY MANAGER	\$90.80	\$95.34	\$100.11	\$105.12	\$110.37
DIRECTOR OF ADMIN SERVICES	\$112.10	\$117.71	\$123.60	\$129.78	\$136.26
DIRECTOR OF COMM DEVELOPMENT	\$112.10	\$117.71	\$123.60	\$129.78	\$136.26
DIRECTOR OF PARKS AND RECREATION	\$112.10	\$117.71	\$123.60	\$129.78	\$136.26
DIRECTOR OF PUBLIC WORKS	\$115.38	\$121.15	\$127.21	\$133.57	\$140.25
ECONOMIC DEVELOPMENT MANAGER	\$81.52	\$85.59	\$89.87	\$94.37	\$99.08
EMERGENCY SERVICES COORDINATOR	\$66.26	\$69.57	\$73.05	\$76.71	\$80.54
ENVIRONMENTAL PROGRAMS MANAGER	\$84.81	\$89.05	\$93.51	\$98.18	\$103.09

EXEC ASST TO CITY MANAGER	\$47.77	\$50.15	\$52.66	\$55.30	\$58.06
EXEC ASST TO THE CITY ATTN	\$46.59	\$48.93	\$51.38	\$53.94	\$56.64
FINANCE MANAGER	\$84.91	\$89.15	\$93.61	\$98.29	\$103.20
GIS COORDINATOR	\$48.71	\$51.15	\$53.71	\$56.39	\$59.21
GIS PROGRAM MANAGER	\$83.91	\$88.11	\$92.52	\$97.14	\$102.00
HUMAN RESOURCE ANALYST I	\$56.06	\$58.86	\$61.80	\$64.90	\$68.14
HUMAN RESOURCES ANALYST II	\$61.81	\$64.90	\$68.14	\$71.55	\$75.12
HUMAN RESOURCES ASSISTANT	\$33.76	\$35.45	\$37.22	\$39.08	\$41.03
HUMAN RESOURCES MANAGER	\$84.91	\$89.15	\$93.61	\$98.29	\$103.20
HUMAN RESOURCES TECHNICIAN	\$46.22	\$48.53	\$50.96	\$53.51	\$56.18
I.T. ASSISTANT	\$45.46	\$47.73	\$50.12	\$52.62	\$55.25
INNOVATION AND TECHNOLOGY MGR	\$83.91	\$88.11	\$92.52	\$97.14	\$102.00
LEGAL SERVICES MANAGER	\$48.12	\$50.53	\$53.05	\$55.71	\$58.49
MANAGEMENT ANALYST	\$56.54	\$59.37	\$62.34	\$65.45	\$68.72
NETWORK SPECIALIST	\$58.16	\$61.06	\$64.12	\$67.32	\$70.69
PARK RESTORATION IMPV MGR	\$79.33	\$83.29	\$87.46	\$91.83	\$96.42
PERMIT CENTER MANAGER	\$73.82	\$77.51	\$81.39	\$85.46	\$89.73
PLANNING MANAGER	\$85.34	\$89.60	\$94.08	\$98.79	\$103.73
PUBLIC AFFAIRS MANAGER	\$72.94	\$76.58	\$80.41	\$84.43	\$88.66
PUBLIC INFORMATION OFFICER	\$72.86	\$76.50	\$80.33	\$84.34	\$88.56
PUBLIC WORKS PROJECT MANAGER	\$69.73	\$73.22	\$76.88	\$80.72	\$84.76
PUBLIC WORKS SUPERVISOR	\$58.78	\$61.71	\$64.80	\$68.04	\$71.44
PURCHASING MANAGER	\$84.91	\$89.15	\$93.61	\$98.29	\$103.20
RECREATION MANAGER	\$60.01	\$63.01	\$66.16	\$69.46	\$72.94
RECREATION SUPERVISOR	\$54.43	\$57.15	\$60.01	\$63.01	\$66.16
SENIOR ACCOUNTANT	\$59.48	\$62.45	\$65.57	\$68.85	\$72.30
SENIOR ASSISTANT CITY ATTORNEY	\$102.13	\$107.24	\$112.60	\$118.23	\$124.14
SENIOR BUSINESS SYSTEMS ANALYST	\$70.50	\$74.03	\$77.73	\$81.61	\$85.69
SENIOR CIVIL ENGINEER	\$79.66	\$83.64	\$87.82	\$92.22	\$96.83
SENIOR MANAGEMENT ANALYST	\$61.81	\$64.90	\$68.14	\$71.55	\$75.13
SENIOR PUBLIC WORKS PROJECT MGR	\$73.21	\$76.88	\$80.72	\$84.76	\$88.99
SERVICE CENTER SUPERINTENDENT	\$75.15	\$78.91	\$82.86	\$87.00	\$91.35
SPECIAL PROJECT EXECUTIVE	\$112.10	\$117.71	\$123.60	\$129.78	\$136.26
TRANSPORTATION MANAGER	\$84.81	\$89.05	\$93.51	\$98.18	\$103.09
WEB SPECIALIST	\$51.42	\$53.99	\$56.69	\$59.53	\$62.50

CC 07-15-2025

#11

Study Session on BMR Housing
Mary Ave

Supplemental Report



COMMUNITY DEVELOPMENT DEPARTMENT

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CITY COUNCIL STAFF REPORT SUPPLEMENTAL 1

Meeting: July 15, 2025

Agenda Item #8

Subject

Study Session to review an application to develop new ELI (Extremely Low Income) and BMR housing units for Developmentally Disabled individuals (IDD) on City-owned property along Mary Avenue (APN: 326-27-053)

Recommended Action

Conduct study Session on the Mary Avenue project and provide comments to staff and applicant.

Staff's responses to questions are shown in italics.

Q1-2: Disabled people often have medical equipment that needs power either to run or to charge. I see solar panels but no reference to batteries for power outages. CPAP machines, hospital beds, elevators for wheelchair bound residents, charging for electric wheelchairs, lifts, etc. These are essential for everyday living. Loss of power can be very serious.

Can/will this project provide battery backup so at minimum, the elevators work?
Will the windows open in case power goes out on a very hot day?

Staff response: Project will be required to be in conformance with Chapter 11A of the 2022 California Building Code. All the proposed affordable units are meeting the accessible requirements for the Multi-family dwellings. Regarding battery storage, under the 2022 California Energy Code Section 170.1, installation is not mandatory. The requirement depends on the energy budget calculations of the proposed building design. If the proposed design meets the energy budget without battery storage, then batteries are not required.

Q3: Currently, there are parking spaces on the east side of Mary Ave directly across from the dog park. Why are these being removed?

The bike lane could continue along the edge of the sidewalk as it does right now. Please preserve what few spaces that can be preserved on Mary Ave.

Staff response: The City intends to preserve and maintain the existing parking and bike lane configuration on the eastern side of Mary Ave, north and south of the project. As the plans are still currently under review, City staff will continue to work with the project team to ensure the project conforms to the existing conditions north and south of the project.

Q4: There is a major confusion on the Plan Set regarding Mary Ave street parking.

Are all the parking spaces on the east side of Mary Ave that are directly across from the ELI project being removed?

Page 3 of 16 (Overall Illustrated Plan), shows no parking on the east side of Mary Ave across from this ELI project BUT...

Page 11 of 16, Proposed ViewPoint A, right picture is the “after of Building #1” shows parking remaining on the east side of Mary Ave.

Page 11 of 16, Proposed ViewPoint B, right picture is the “after of Building #2) shows parking remaining on the east side of Mary Ave.

Page 12 of 16, Proposed ViewPoint C – same issue – shows parking remaining on east side

Page 12 of 16, Proposed ViewPoint D – same issue – shows parking remaining on east side

Staff response: Comment noted and a request to the applicant to clarify the renderings has been requested. All spaces directly across from the development along the east side of Mary Avenue will be removed.

Q5: The Staff Report just mentions diagonal parking spaces being removed and replaced with parallel parking. It does not mention that all the parallel street parking spaces will be dedicated to the project to provide a total of 55 spaces.

Staff Response: The parallel parking spaces on Mary Avenue are not dedicated to the project site and will continue to be available to the public.

Q6: There is no discussion or even a mention that Mary Ave will be re-configured in a major way as a result of this project.

Staff Response: Comment noted and this will be discussed at the City Council Study Session on this item.

Q7: Since this is a BMR funded project, the units are typically available for 55 or 99 years but this is on public land, using public funds. I've heard these are "forever units" but I have not seen it in writing. This is a VERY important reason to support this project. Why is this not mentioned?

Staff Response: The leasing of the property will most likely be for 99 years. This has been mentioned in prior public discussions on this project site, as well as in the RFP when soliciting proposals. The purpose of this study session is to introduce the project and its design to the City Council and community.

Q8: COMMENT #1 – Staff Report and Plan Set differ

- Staff Report says 20 units per building
- Plan Set says Building #1 has 19 units and Building #2 has 21 units

COMMENT #2 – Staff Report and Plan Set differ

- Staff Report says 18 units for disabled
- Plan Set says 19 units for disabled

COMMENT #3 – Missing "Figure 1"

- Staff Report says "...a Vicinity Map is provided as Figure 1" but there is no Figure 1
- Plan Set has a Vicinity Map on Page 1 of 16 (lower left corner)

Staff Response: There was a discrepancy between the staff report and the plan set and the correct numbers are as follows:

- *Building 1 has 19 units and Building 2 has 21 units, totaling 40 onsite, of which 19 units will be reserved for those individuals with intellectual and development disabilities.*
- *The Vicinity is located on Sheet AS0.0, as well as a Contextual Plan on Sheet AS0.1.*

Staff will also address these clarifications during the Study Session.

Attachments Provided with Original Staff Report:

A. *Plan Set*

CC 07-15-2025

#13

Stevens Creek Boulevard
Corridor Vision Study

Desk Item



PUBLIC WORKS DEPARTMENT

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CITY COUNCIL STAFF REPORT

DESK ITEM

Meeting: July 15, 2025

Agenda Item #13

Subject

Acceptance of the Stevens Creek Boulevard Vision Study

Recommended Action

Adopt Resolution No. 25-068 accepting the Stevens Creek Boulevard Corridor Vision Study, including the additional qualifications recommended by the Cupertino Bicycle Pedestrian Commission and Planning Commission, and directing City staff to work through the multijurisdictional working group and Steering Committee to further assess the Study's recommendations and opportunities for implementation.

Background:

Staff's responses to questions received from councilmembers are shown in italics.

Q1: It would be very illuminating to have additional background on why the Vision Study was originally extended all the way to Foothill Boulevard/Expressway. My understanding is that Cupertino was the driving force behind that extension and that it expands our potential for grant funding for improvements to this area because interjurisdictional grant applications tend to score better. Could staff please supply some additional history and context on these points, including references to any prior public meetings that led to the inclusion of SCB to Foothill in the Vision Study?

Staff response: The decision to extend the Vision Study to Foothill Blvd. was made by Cupertino City Council at the February 15, 2022 meeting. The suggestion to extend to Foothill Blvd. was originally made by Councilmember Chao at the meeting, and ultimately included in the Council motion as a friendly amendment by

Councilmember Wei and accepted by Councilmember Willey. This addition was proposed in order for the Study to better serve Cupertino residents along and near the Foothill Blvd corridor and was not related to grant funding benefits.

Q2: Cupertino already had the Vision Zero plan and the Local Road Safety plan, are those two plans considered by the consultant team who worked on the Vision Study?

Staff response: Yes. The Cupertino Vision Zero Action Plan and the Local Roadway Safety Plan have been considered by the consultant team as reference documents for the Vision Study.

Q3: Have we compared the recommendations by the Vision Study with Cupertino's Vision Zero, Local Road Safety Plan? Any inconsistencies so we might need to adjust any of the plans?

Staff response: Cupertino's Vision Zero Action Plan and Local Roadway Safety Plan have goals specifically related to enhancing safety and reducing collisions on Cupertino's roadways. The Stevens Creek Corridor Vision Study is primarily a complete streets study with a focus on enhancing the user and transit experience along Stevens Creek Blvd. Although the Vision Study promotes the creation of a safe corridor, the focus of the Cupertino plans and the Stevens Creek Corridor Vision Study are different. However, these plans do not conflict with each other.

Q4: The "Vision Study" is called the "Vision Study" versus just "study". What are the reasons?

Staff response: The purpose of the Vision Study is to create a broad plan for the Stevens Creek Corridor, to be implemented through the completion of numerous short, medium, and long-term goals. "Vision" refers to foresight or imagination as the word is defined.

Q5: What are the perceived funding sources and implications once the study is accepted?

Staff response: Funding sources have yet to be identified. Acceptance of the study increases the likelihood of receiving outside funding due to the multijurisdictional cooperative nature of the recommendations identified in the study.

Q6: What's the implication if Cupertino does not accept the study because Cupertino does not agree with the proposed vision for mass transit?

Staff response: There are several mass transit alternatives identified in the study, without a single recommended alternative. Regardless, implications for Cupertino not accepting the study include potentially jeopardizing competitiveness for grant funding, and the potential for Cupertino to be excluded from regional decision-making processes that may ultimately affect Cupertino's residents.

Attachments Provided with Original Staff Report:

A – Stevens Creek Boulevard Corridor Vision Study

B – Resolution 19-089

C – Draft Resolution

Attachments Provided with Desk Item:

None