

SIDE LETTER AGREEMENT BETWEEN THE CITY OF NEVADA CITY AND THE
NEVADA CITY MANAGEMENT AND SUPERVISORY EMPLOYEES

Pursuant to the provisions of the Meyers-Milias-Brown Act (“MMBA”), this Side Letter Agreement (“Agreement”) is entered into on January 11, 2023, between the City of Nevada City (“City”) and the Nevada City Management and Supervisory Employees (“Employees”) to modify and clarify understanding and interpretation of the memorandum of understanding (“MOU”) covering the July 1, 2022 through June 30, 2025 term. The specific provisions contained in this Agreement shall supersede any conflicting prior oral or written agreements, including the MOU, regarding the matters contained in this Agreement. Except as otherwise provided in this Agreement, the remainder of the MOU and other terms and conditions of employment, including agreements regarding wages and hours, shall remain in full force and effect.

Currently Article 19: Licenses / Certificates Incentive Pay, of the MOU states:

The City shall establish one 1.25% special certificate pay incentive and one 2.5% special certificate pay incentive pay per classification by January 1, 2023. The maximum total incentive pay for special certificate pay is 3.75%.

Employees who possess a distribution, wastewater treatment and/or a water treatment certificate greater than what is required for their current position shall receive an additional 2.5% above their base pay. The maximum total incentive pay for water or wastewater certifications above the job requirements shall not exceed 5%.

Employees may not receive certificate pay in the same fiscal year that tuition reimbursement is used for the same classes.

The City and the Association have met and conferred in good faith concerning the terms and conditions of this Agreement and its implementation and now therefore agree to revise Article 19 of the MOU to the following:

Employees who possess one or more of the following certifications shall receive an additional 1.25% above their base pay:

- CPR and First Aid Certification (except Parks and Recreation Manager and Fire Division Chief)
- CPR and First Aid Instructor Certification
- Any certification identified at the 2.5% level that is not receiving certification pay

Employees who possess one or more of the following certifications (by job title) shall receive an additional 2.5% above their base pay:

Public Works Superintendent

1. Public Works Management Certificate (any level APWA)
2. Public Works Instructor
3. Any California Contractor’s License
4. Any level Wastewater Treatment or Water Treatment certification, or Distribution Grade 3 or higher

Administrative Services Manager / Deputy City Clerk

1. CCAC TTC Certificate or Certified City Clerk
2. Certification in Human Resources Management
3. Certification in Risk Management
4. Certification in Payroll Administration

Chief Plant Operator

1. Public Works or Water/Wastewater Management Certificate
2. Public Works or Water/Wastewater Instructor
3. Any California Contractor's license
4. Any level ACWA or AWPA certification or Laboratory Grade 1 or higher

Division Fire Chief

1. Certified Emergency Manager
2. Fire Marshal Certification
3. Chief Fire Officer or Executive Officer Certification
4. Plan Examiner Certification or CSFM Plan Examiner 1A,1B, and 1C certificates

Parks/Recreation Manager

1. Certified Park and Recreation Professional (CRRP)
2. Certification in Recreation Leadership
3. Leadership Development (IPSLEI, ICMA, CPSHR)
4. Pool Management Certification

City Planner

1. American Institute of Certified Planners (AICP)
2. Certificate in Urban Planning / Professional Certificate in Community and Regional Planning
3. Municipal Planner Certification
4. Project Management Certificate (PMP or CAPM)

Certifications applicable to the above certification pay must be current. The maximum total pay for the above certifications shall not exceed 3.75%.

Employees who possess a distribution, wastewater treatment and/or a water treatment certificate greater than what is required for their current position shall receive an additional 2.5% above their base pay. The maximum total incentive pay for water or wastewater certifications above the job requirements shall not exceed 5%.

Employees may not receive certificate pay in the same fiscal year that tuition reimbursement is used for the same classes.

CITY OF NEVADA CITY

MANAGEMENT EMPLOYEES



 Sean Grayson
 City Manager

1/19/23


 Date



 Amy Wolfson

1/19/23

 Date



 Dean J. Pucci
 City Attorney

1/19/23

 Date