



City Council Staff Report

Subject: Various Personnel Updates

Date: June 23, 2026

Submitted By: Meagan Bushey, Administrative Services Manager
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Department: Administrative Services - Human Resources

Recommendation:

- A. Adopt a Resolution of the City Council of the City of Rocklin Adopting Rules, Regulations, Benefits, and Policies Relating to Employee Relations Between the Management, Confidential, and Unrepresented Employees and Repealing the Provisions of Any Versions in Conflict Herewith.
- B. Adopt a Resolution of the City Council of the City of Rocklin Approving a Side Letter of Agreement to the Memorandum of Understanding Between the City of Rocklin and the Rocklin Police Officers' Association.

Background:

Management, Confidential, and Unrepresented Employees: The Rules, Regulations, Benefits, and Policies governing Relating to Employee Relations between the City of Rocklin and the Rocklin Management and Confidential Employees were last revised on December 9, 2025, by Resolution No. 2025-261. The Management and Confidential Policy applies to unrepresented employees in classifications identified as Management or Confidential, as defined in the Employee/Employer Resolution (Resolution No. 2025-261). Pursuant to Government Code section 54952(c)(3), staff recommends the following updates to the Management and Confidential Policy:

- Effective July 11, 2026, the City will increase base wages for all management and confidential classifications by 2.0%. Estimated cost: \$132,500.
- Effective first full pay period of July 2027, the City will increase base wages for all management and confidential classifications by 2.0%. Estimated cost: \$270,500.

Additional recommendations, which have little or unknown direct cost impact, include:

- Addition of the creation of Tier 2 retiree medical eligibility and benefits.
- Updates management employee's classification titles.
- Addition of wording for Out-of-Class pay.
- Addition of wording for special compensation.
- Addition of "housekeeping" language changes.

If the Resolution (Attachment 1) is adopted, it will be effective on July 11, 2026.

RPOA Side Letter: The City Council adopted Resolution No. 2026-061 on May 12, 2026, which authorized staff to delete two (2.0 FTE) Community Service Officer (CSO) allocations from the Police Department and add one (1.0 FTE) Animal Control Officer (ACO) and one (1.0 FTE) Senior Animal Control Officer (Senior ACO) allocation to the Police Department. Following adoption, staff identified that the newly created classifications are not addressed within the existing Memorandum of Understanding (MOU) with the Rocklin Police Officers' Association bargaining unit. As a result, a side letter is necessary to clarify the applicability of certain MOU provisions to the new classifications.

The proposed side letter addresses the following sections of the MOU:

- Article 30 – Uniform Allowance: This section provides eligible classifications with a uniform allowance intended to offset the cost of required uniforms, safety equipment, and related apparel necessary for the performance of assigned duties. Staff recommends adding the ACO Officer and Senior ACO classifications to the uniform allowance provision, as both positions require the regular use of department-issued uniforms and specialized field equipment in the course of their duties.
- Article 41.2.2 – Work Hours and Schedule: This section identifies classifications eligible to work a 4/10 or 12/8/8/12 shift schedule and currently includes the CSO classification. Staff recommends adding the ACO and Senior ACO classifications to this section. Requests for alternative work schedules remain subject to management approval and operational needs; therefore, inclusion in this section provides administrative flexibility without operational impact.

The proposed side letter will ensure the new classifications are appropriately addressed within the MOU while maintaining operational efficiency and consistency with current staffing levels.

Human Resources staff satisfied the meet and confer obligation with the RPOA regarding the proposed changes for the side letter in accordance with the City of Rocklin Employee-Employer Resolution.

Fiscal Impact:

Management, Confidential, and Unrepresented Employees: The combined fiscal impact of this updated Resolutions is estimated at \$403,000 across FY 2026/27 (\$132,500) and FY 2027/28 (\$270,500).

RPOA Side Letters: There is no direct fiscal impact resulting from the staff recommendation, as a uniform allowance was already budgeted for the original positions.

ATTACHMENTS:

1. [Resolution A](#)
2. [Resolution A Exhibit 1 - Management, Confidential, and Unrepresented Policy](#)
3. [Management, Confidential, and Unrepresented Policy \(redline version\)](#)
4. [Resolution B](#)
5. [Resolution B Exhibit 1 - RPOA Side Letter of Agreement](#)