



City Council Staff Report

Subject: Revisions to the City of Rocklin's Section 125 Cafeteria Plan

Date: January 14, 2025

Submitted By: Tameka Usher, Director of Administrative Services

Department: Administrative Services - Human Resources

Recommendation:

Adopt a Resolution of the City Council of the City of Rocklin Adopting an Amended and Restated Section 125 Cafeteria Plan for the City of Rocklin, and Authorizing the City Manager to Execute Documents Related to the Section 125 Cafeteria Plan and Repeal Resolution No. 2024-134.

Background:

Section 125 of the Internal Revenue Code (Code) and the regulations thereunder permit the City of Rocklin (City) to implement a Cafeteria Plan (Plan) for the benefit of its employees. While the City currently has an existing Plan under this Code, staff recommends the City Council approve an amended and restated Plan Document to include:

- Additional benefit options for employees on a pre-tax basis
- Inclusion of part-time employees
- Expansion of the definition section

The recommended Plan Document (Attachment 2) also contains housekeeping items such as grammar corrections and clarification of outdated language. A redline version of the Plan Document showing all changes is included as Attachment 3.

Staff also recommends that the City Manager be authorized to enter into agreements for the provision of administrative, recordkeeping, and other ministerial services and benefits City's Cafeteria Plan, in accordance with the purchasing authority set forth in the Rocklin Municipal Code.

Fiscal Impact:

There is no fiscal impact to the staff recommendation.

ATTACHMENTS:

1. [Resolution](#)
2. [Resolution Exhibit 1 - City of Rocklin Section 125 Plan Document](#)
3. [City of Rocklin Section 125 Plan Document - Redline Version](#)