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1           2.     The City Manager and Chief Financial Officer are hereby  
2 authorized to adjust the budget and the records of employees necessary to pay the  
3 salaries and costs related to the terms of the approved Executive Compensation Plan.  
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5                   APPROVED and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2016.  
6

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8                   \_\_\_\_\_  
JIM B. CLARKE, MAYOR  
City of Culver City, California

9  
10       ATTEST:

APPROVED AS TO FORM:

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12                   \_\_\_\_\_  
MARTIN R. COLE, City Clerk

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CAROL A. SCHWAB, City Attorney

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# ATTACHMENT “A”

## III. COMPENSATION

**A. Salary.** The salary schedules specifying the salary range for each classification covered by the Plan is attached as Appendix A. The City Manager shall set salaries for each employee covered by the Plan within the specified salary range. Annual salary adjustments shall be based upon demonstrated consistent performance as evidenced by the annual performance planning, review and evaluation process. The evaluation shall include an assessment of general management skills and specific attainment of the goals and objectives set forth by the City Council and City Manager.

Employees shall receive a 2% base salary adjustment each year in the pay period that includes July 1 in 2014, 2015 and 2016.

**B. Voluntary 457 and 401(a) Deferred Compensation Plans.** City agrees to provide deferred compensation plans for employees covered herein pursuant to IRS Code Sections 457 and 401(a). The City's maximum contribution to the 401(a) deferred compensation plan shall be one hundred sixty dollars (\$160.00) per pay period for employees that contribute a minimum of seventy-six dollars and twenty-five cents (\$76.25) per pay period and a dollar per dollar match for employees that contribute less than seventy-six dollars and twenty-five cents (\$76.25) per pay period. All contributions to the 457 deferred compensation plan shall be made solely by the employee.

The deferred compensation plan is a benefit, and as such the contribution by the City on behalf of the employee shall not change the employee's salary range. Employees may, at their option, contribute in excess of the City's matching contribution per pay period to the plans.

**a. Conversion of Excess Accruals**

The City will permit employees to convert and defer the dollar value of excess accruals of floating holiday hours or vacation time.

**b. Changing Contributions**

Employees may reduce the amount of their bi-weekly deferred compensation contribution at any time with a minimum of two (2) weeks advance written notice on the appropriate form to the Human Resources Department.

Employees may increase the amount of their bi-weekly deferred compensation contribution during quarterly open enrollment.