

## **Cover Sheet For Fiscal Year 2022**

### **City of Palo Alto Compensation Plan**

#### **Management and Professional Personnel, And Council Appointees**

Due to the impacts of the COVID-19 health pandemic, the City of Palo Alto Management and Professional employees will make the following adjustments to the Compensation Plan for the period of July 1, 2021 through June 30, 2022. All other terms not listed below remain the same as provided in the Management Compensation Plan and shall continue through June 30, 2022.

- I. For Fiscal Year 2022, there will be no cost of living increase. Individual compensation adjustments tied to the performance appraisal process will be carried out according to the provisions of the compensation plan.
- II. Employees laid off as part of the Fiscal Year 2022 budget reductions, shall be eligible for a severance payment equivalent to four weeks of salary, unless otherwise specified (At-Will).
- III. For Calendar Year 2022, the City will maintain the maximum City contribution to health care that went into effect January 1, 2021.
- IV. For Calendar Year 2022, the City will reinstate the "Excess Benefit" reduced in 2021 by 50%. Employees will receive \$2,500 to put toward options designated in the Compensation Plan.
- V. For Fiscal Year 2022, the City Manager is authorized to increase vacation accrual maximums by 80 hours for employees who would hit their respective cap. Unless otherwise amended the vacation accrual maximum will return to its normal level in Fiscal Year 23. Any leave hours an employee has above the vacation accrual maximum will be cashed out on the next paycheck.

Except as herein modified, all other provision of the Compensation Plan shall remain in effect.