

RESOLUTION NO. ____-2025

RESOLUTION OF THE FORT BRAGG CITY COUNCIL ESTABLISHING A COMPENSATION PLAN, APPROVING NEW POSITIONS AND TERMS OF EMPLOYMENT FOR ALL BROADBAND AND DIGITAL INFRASTRUCTURE, NON-BARGAINING, NON-EXEMPT EMPLOYEES

WHEREAS, it is the desire of the Fort Bragg City Council to provide an adequate level of compensation and to enumerate the benefits and terms of employment for non-exempt, Broadband and Digital Infrastructure non-bargaining classifications; and

WHEREAS, non-exempt, non-bargaining, Broadband and Digital Infrastructure (Broadband) employees covered by this Resolution are as follows:

Broadband Finance Technician I
Network Operator
Senior Network Administrator
Systems Technician
Systems Technician (Part-Time)

WHEREAS, the classifications covered by this Resolution are non-exempt, are a part of the Personnel Merit System, and unless otherwise defined in this Resolution, shall receive the benefits received by members of the Fort Bragg Employee Organization (FBEO); and

WHEREAS, based on all of the evidence presented, the City Council finds as follows;

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Fort Bragg does establish compensation and affirms the benefits and terms of employment effective July 1, 2025, for Broadband & Digital Infrastructure, non-exempt employees as follows:

SECTION 1.0 SALARY COMPENSATION

1.1 SALARY SCHEDULE FOR NON-BARGAINING, NON-EXEMPT, BROADBAND CLASSIFICATIONS

Effective the first full pay period in July 2025, each employee covered by this Resolution shall receive a 3% cost-of-living adjustment.

SECTION 2.0 PROBATIONARY PERIOD

2.1 INITIAL PROBATIONARY PERIOD AND MERIT INCREASE SCHEDULE FOR NON- EXEMPT, BROADBAND EMPLOYEE HIRED ON JULY 1, 2025

A. Hired July 1, 2025: Broadband employees whose date of hire is July 1, 2025, shall serve an initial probationary period of six months as per the Mendocino Community Network purchase agreement. After serving the initial six-month probationary period,

merit increases, and performance reviews will be handled in accordance with the provisions for Fort Bragg Employee Organization employees.

B. Hired After July 1, 2025: Broadband employees hired after July 1, 2025, will serve the probationary period and utilize the performance evaluation schedule as provided for the Fort Bragg Employee Organization employees.

SECTION 3.0 RETIREMENT

3.1 CalPERS RETIREMENT

- A. For employees hired prior to December 31, 2012, and employees hired on or after January 1, 2013, who are “Classic Employees” as defined by CalPERS, the City offers the 2% @ 55 CalPERS Retirement Plan for all Miscellaneous employees covered by this Resolution. Effective July 1, 2018, each Classic Employee covered by this Resolution shall contribute an additional 1% towards the City’s share of CalPERS premiums.
- B. For employees hired on January 1, 2013, or after who are not “Classic Employees” as defined by CalPERS, the City offers the 2% @ 62 CalPERS Retirement Plan for all Miscellaneous Employees covered by this Resolution.

SECTION 4.0 ASSIGNED STANDBY AND CALLBACK TIME

4.1 Definitions

- A. An employee who is eligible to receive overtime pay shall receive a minimum credit of three hours (or the actual time worked if over three hours) of overtime as provided by this Resolution if the employee is required to log into work systems in response to a customer or a server call, or a call from a supervisor, Department Manager, or designee of the Department Manager or City Manager, or in response to a call out from the Police Department or City facility alarm-initiated call.
- B. Employees Not Considered to be in Standby/Callback Status
 - 1. Such an employee shall not be considered to be in a stand-by status or eligible for stand-by pay.
 - 2. If an employee is called back at a subsequent time during a given three-hour period, such an employee is not entitled to an additional minimum three hours of overtime until the total worktime is over the three-hour threshold.
 - 3. Employees may not initiate calls except in emergency situations. The definition of an emergency is when the customer is unable to make a telephone call to request emergency services, such as the Emergency Room, the Fire Department, 911, or the Police Department. It is understood that calls for restoring internet access may impact the customer’s ability to make a telephone call, whether a landline or over Mendocino Community Network digital voice (VoIP).
- C. An employee responding to an authorized call out may call in additional employee(s) if the situation requires additional employees to safely and/or effectively deal with the call/incident if pre-approved by a supervisor, Department Manager, or designee of the Department

Manager or City Manager, or in response to a call out from the Police Department or City facility alarm-initiated call.

D. The City shall assign an employee to be on standby from the Broadband and Digital Infrastructure division during off hours, and each employee shall be compensated in accordance with this Section. For the purposes of this Section, “assigned stand-by” shall be defined as a period of time during which the employee designated by their supervisor or Department Manager shall be available to provide services when needed. “Available” means that, during the entire standby period, the employee can be contacted immediately by those in need of services, either by telephone or other means of communication, and that the employee is able to commence providing the services within thirty (30) minutes of the contact.

1. Any employee who is required to be on standby and available shall be paid at \$2.00 per hour for assigned standby pay outside of Mendocino Community Network (MCN) business hours.
2. If called out to perform any service during an assigned standby period, the employee shall receive a minimum two-hour credit (or the actual time worked if over two hours) of overtime in addition to the standby rate.

SECTION 5.0 AUTOMOBILE USE AND TRAVEL REIMBURSEMENT

In instances where a City vehicle is unavailable for use and the employee is required to use their private vehicle for City business, travel expense reimbursement shall be at the rate allowed by the Internal Revenue Service (IRS) for mileage driven on City business. Use of a personal vehicle is authorized until such time as the City purchases vehicles for MCN use. After such time as the aforementioned occurs, use of the employees’ vehicles must be pre-approved by the Department Manager.

SECTION 6.0 OTHER BENEFITS

All other benefits and terms and conditions will be provided and administered as provided for Fort Bragg Employee Organization employees.

The above and foregoing Resolution was introduced by Councilmember _____, seconded by Councilmember _____, and passed and adopted at a regular meeting of the City Council of the City of Fort Bragg held on the 14th day of July 2025, by the following vote:

**AYES:
NOES:
ABSENT:
ABSTAIN:
RECUSED:**

**Jason Godeke
Mayor**

ATTEST:

Diana Paoli
City Clerk
