



TOWN OF FAIRFAX

STAFF REPORT

April 5, 2023

TO: Mayor and Town Council

FROM: Janet Coleson, Town Attorney

SUBJECT: Adopt Resolution Approving Revised Publicly Available Pay Schedules Effective During Fiscal Years 2014-15 through 2020-21 and Clarifications of Fairfax Police Officers' Association Agreements for CalPERS Compliance

RECOMMENDATION

Adopt resolution approving the fourteen Publicly Available Pay Schedules ("Pay Schedules") in effect during Fiscal Years 2014-15 through 2021-22, the Side Letter clarifying language present in the Fairfax Police Officers' Association ("FPOA") Memorandum of Understanding ("MOU") effective July 1, 2018 and extended through June 30, 2022, and side letter thereto effective April 15, 2020, as well as the Side Letter providing consistent clarifications in the FPOA MOU effective July 1, 2022 through June 30, 2024.

DISCUSSION

The California Public Employees' Retirement System ("CalPERS") identified possible compliance violations during a routine review of compensation reported to CalPERS on behalf of the Town's previous Police Chief. The Police Chief's compensation structure is established by contract and by reference to the FPOA MOU, and as such, any compliance issues present in the FPOA MOU would also impact FPOA employees.

CalPERS determined that the previous Police Chief's base salary and additional items of compensation were not in compliance with the relevant statutes and regulations of the Public Employees' Retirement Law. During a review of relevant documents necessary to respond to CalPERS, it was found that the Town's pay schedules and language in the FPOA MOU would require revisions. The Town then appealed CalPERS' decision and agreed to provide clarifications in order to bring the items of compensation into compliance for the previous Police Chief and other employees subject to the FPOA MOU.

Failure to approve the draft revisions to the pay schedules and FPOA MOUs will have adverse impacts on past and future pension calculations for active and retired employees subject to the FPOA MOU.

Base salary for CalPERS is defined as "payrate" in Government ("Gov.") Code section 20636(b), and all salaries are required to be identified on a pay schedule that meets the requirements set forth in Title 2 of the California Code of Regulations ("CCR") 570.5 with an accurate effective date. The Town does not have pay schedules that reflects each base salary increase provided to the previous Police Chief, and does not have pay schedules that properly conveys every cost of living adjustment increase provided to employee groups. Further, some pay schedules previously approved by the Council were not revised to incorporate retroactive increases that were subsequently approved, which are required to be identified.

Additional items of compensation, or “special compensation” for CalPERS purposes as defined in Gov. Code section 20636(c), must meet the specific requirements outlined in 2 CCR 571. Those requirements include being documented in a compliant “labor policy or agreement” as defined in 2 CCR 571(b)(1), having the intent of the compensation align with the definition of a relevant item of special compensation, and identifying the conditions of payment and eligibility criteria to receive said compensation. The draft side letters contain proposed revisions to the FPOA MOUs effective July 1, 2018, including a side letter thereto effective April 15, 2020, and July 1, 2022 that clarify relevant compensation sections in order to maintain compliance without substantively modifying Town processes, or altering the conditions of payment and eligibility criteria of those compensation items.

Staff recommends approving the revised pay schedules and side letters for consistency and ensuring compliance with CalPERS requirements.

FISCAL IMPACT

There is no fiscal impact. Modifications are limited to previously approved and paid compensation. If the revised documents are not approved, there would be a fiscal impact in the form of additional risk and liability placed upon the Town related to pension benefits.

ATTACHMENT

Resolution with attachments:

- A. Pay Schedules effective from July 1, 2014 through June 30, 2021
- B. 2018-2021 FPOA MOU Side Letter (changes are in redline)
- C. 2022-2024 FPOA MOU Side Letter (changes are in redline)

RESOLUTION 23-__

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FAIRFAX APPROVING THE ADOPTION OF REVISED PUBLICLY AVAILABLE PAY SCHEDULES EFFECTIVE BETWEEN FISCAL YEARS 2014/15 THROUGH 2020/21 AND SIDE LETTERS FOR CALPERS COMPLIANCE

WHEREAS, California Government Code Section 20636(b) defines full-time salaries for Town employees to be used in pension calculations, and requires base salaries for all classifications, including any increases to those salaries, to be conveyed on a publicly available pay schedule as defined in California Code of Regulations, Title 2, Section 570.5; and

WHEREAS, the Town wishes to convey the full-time base salaries and previously approved salary increases for all employees from July 1, 2014 through June 30, 2021 pursuant to state law, in order to meet CalPERS compliance requirements; and

WHEREAS, compensation provided to employees in addition to base salary must meet the requirements of special compensation as defined in California Government Code Section 20636(c) and California Code of Regulations, Title 2, Section 571; and

WHEREAS, Special compensation requirements include identification of intent, conditions of payment, and eligibility criteria of each item of compensation within a compliant labor policy or agreement, as defined in California Code of Regulations, Title 2, Section 571(b)(1), which must be duly adopted and approved by the Town Council; and

WHEREAS, the Town and the Fairfax Police Officers' Association currently identify items of special compensation within memoranda of understanding in effect from July 1, 2018 through June 30, 2024; and

WHEREAS, the Town wishes to clarify the intent, conditions of payment and eligibility criteria for various items of special compensation within the agreed upon memoranda of understanding which conform to the requirements of a labor agreement pursuant to state law, in order to meet CalPERS compliance requirements; and

WHEREAS, although the compensation of the Town's employees has been previously approved by the Council in accordance with Council policy, in compliance with applicable public meeting laws, and the total compensation of employees remains unchanged, it has been determined that it is in the Town's best interest to have the revised pay schedules and side letters clarifying language in the referenced memoranda of understanding approved by the Town Council to ensure CalPERS compliance.

**NOW THEREFORE, THE TOWN COUNCIL OF TOWN OF FAIRFAX RESOLVES
AS FOLLOWS:**

SECTION 1. All facts set forth in the background section of this Resolution are true and correct.

SECTION 2. The Town Council hereby adopts the publicly available pay schedules, attached hereto as Exhibit A and incorporated herein by this reference, effective August 16, 2014, July 1, 2015, August 1, 2015, January 1, 2016, July 1, 2016, August 1, 2016, December 1, 2016, January 1, 2017, July 1, 2017, August 1, 2017, January 1, 2018, July 1, 2018, July 1, 2019, and July 1, 2020.

SECTION 3. The Town Council hereby adopts the Side Letter between the Town and the Fairfax Police Officers' Association clarifying language in the Memorandum of Understanding effective July 1, 2018, as amended by the side letter effective April 15, 2020, attached hereto as Exhibit B, and incorporated herein by this reference, effective July 1, 2018.

SECTION 4. The Town Council hereby adopts the Side Letter between the Town and the Fairfax Police Officers' Association clarifying language in the Memorandum of Understanding effective July 1, 2022, attached hereto as Exhibit C, and incorporated herein by this reference, effective July 1, 2022.

The foregoing Resolution was duly passed and adopted at a regular meeting of the Town Council of the Town of Fairfax, held in said Town on the 5th of April 2023, by the following vote, to wit:

AYES:
NOES:
ABSENT:

CHANCE CUTRANO, Mayor

ATTEST: _____
Michele Gardner, Town Clerk

EXHIBIT A

TOWN OF FAIRFAX

SALARY SCHEDULE

FOR FISCAL YEAR 2014/15

REVISED 04/05/2023

AS OF 8/16/2014

FULL TIME EMPLOYEES:

	FTE	UNIT	MONTHLY		ANNUAL	
			LOW	HIGH	LOW	HIGH
TOWN MANAGER	1.00	CONTR	11,667	11,667	140,004	140,004
ASST TO TOWN MANAGER	-	MGMT	6,280	7,270	75,360	87,240
ADMINISTRATIVE ASSISTANT	-	SEIU	3,521	4,280	42,252	51,360
ADMINISTRATIVE ASSISTANT II	1.00	SEIU	3,599	4,375	43,188	52,500
DEPUTY TOWN CLERK	1.00	MGMT	4,735	5,755	56,820	69,060
FINANCE DIRECTOR	1.00	MGMT	8,627	9,987	103,524	119,844
PLANNING DIRECTOR	1.00	MGMT	8,627	9,987	103,524	119,844
PUBLIC WORKS DIRECTOR	-	MGMT	8,627	9,987	103,524	119,844
SENIOR PLANNER	-	MGMT	6,628	7,673	79,536	92,076
PRINCIPAL PLANNER	1.00	MGMT	7,371	8,532	88,452	102,384
CHIEF BUILDING OFFICIAL	1.00	MGMT	7,755	8,978	93,060	107,736
POLICE CHIEF	1.00	CONTR	11,491	11,491	137,892	137,892
POLICE SERGEANT	3.00	POA	6,127	7,819	73,524	93,828
POLICE OFFICER	7.00	POA	5,089	6,495	61,068	77,940
POLICE SERVICES TECH/CSO	1.00	POA	4,096	5,228	49,152	62,736
DISPATCHER	4.00	POA	4,096	5,228	49,152	62,736
SR MAINTENANCE WORKER	2.00	SEIU	4,266	5,186	51,192	62,232
MAINTENANCE WORKER II	-	SEIU	3,591	4,365	43,092	52,380
MAINTENANCE WORKER I	1.00	SEIU	2,419	4,155	29,028	49,860

TOTAL FULL TIME (FTE) 26.00

PART TIME EMPLOYEES:

	FTE	HOURLY	
		LOW	HIGH
COMMUNITY RESOURCE COORD	0.60		30.60
PT ACCOUNTANT	0.60		39.78
OFFICE ASSISTANT	0.10		15.05
RECREATION COORDINATOR (2)	0.75		30.60
RESERVE POLICE OFFICER (2)	0.50		37.47
PT DISPATCHER (4)	1.00	30.16	37.47
PLANNING TECH	0.20		25.00
MAINTENANCE LEADWORKER	0.50		35.70

TOTAL FULL TIME (FTE) 4.25

TOTAL FTE 30.25

NOTE: Does not include paid elected positions

Table includes all authorized positions including those which are frozen or vacant

Salaries shown are "Base Wages" and do not include incentive or premium pay

note 1 - Contract employee

note 2 - Admin Sergeant / Watch Commander, Corporal, Detective/Juvenile Officer, Lead Dispatcher receive +5%

TOWN OF FAIRFAX

SALARY SCHEDULE
 FOR FISCAL YEAR 2015/16
 REVISED 04/05/2023
 AS OF 7/1/15

FULL TIME EMPLOYEES:

	FTE	UNIT	MONTHLY		ANNUAL	
			LOW	HIGH	LOW	HIGH
TOWN MANAGER	1.00	CONTR	12,167	12,167	146,004	146,004
ASST TO TOWN MANAGER	-	MGMT	6,280	7,270	75,360	87,240
ADMINISTRATIVE ASSISTANT	-	SEIU	3,521	4,280	42,252	51,360
ADMINISTRATIVE ASSISTANT II	1.00	SEIU	3,599	4,375	43,188	52,500
DEPUTY TOWN CLERK	1.00	MGMT	4,735	5,755	56,820	69,060
FINANCE DIRECTOR	1.00	MGMT	8,627	9,987	103,524	119,844
PLANNING DIRECTOR	1.00	MGMT	8,627	9,987	103,524	119,844
PUBLIC WORKS DIRECTOR	-	MGMT	8,627	9,987	103,524	119,844
SENIOR PLANNER	-	MGMT	6,628	7,673	79,536	92,076
PRINCIPAL PLANNER	1.00	MGMT	7,371	8,532	88,452	102,384
CHIEF BUILDING OFFICIAL	1.00	MGMT	7,755	8,978	93,060	107,736
POLICE CHIEF	1.00	CONTR	11,490	11,491	137,880	137,892
POLICE SERGEANT	2.00	POA	6,250	7,975	74,994	95,705
POLICE OFFICER	8.00	POA	5,191	6,625	62,289	79,499
POLICE SERVICES TECH/CSO	2.00	POA	4,178	5,333	50,135	63,991
DISPATCHER	3.00	POA	4,178	5,333	50,135	63,991
SR MAINTENANCE WORKER	2.00	SEIU	4,266	5,186	51,192	62,232
MAINTENANCE WORKER II	-	SEIU	3,591	4,365	43,092	52,380
MAINTENANCE WORKER I	2.00	SEIU	2,419	4,155	29,028	49,860

TOTAL FULL TIME (FTE) 27.00

PART TIME EMPLOYEES:

	FTE	HOURLY	
		LOW	HIGH
COMMUNITY RESOURCE COORD	0.60		30.60
PT ACCOUNTANT	0.60		39.78
OFFICE ASSISTANT	0.10		15.05
ZONING TECH	0.50		15.00
ADMIN ASST	0.25		30.00
RECREATION COORDINATOR (2)	1.00		30.60
RESERVE POLICE OFFICER (2)	0.25		37.47
POLICE CADET	0.25		15.00
PT DISPATCHER (4)	1.00	30.16	37.47
PLANNING TECH	0.10		25.00

TOTAL FULL TIME (FTE) 4.65

TOTAL FTE 31.65

NOTE: Does not include paid elected positions

Table includes all authorized positions including those which are frozen or vacant
 Salaries shown are "Base Wages" and do not include incentive or premium pay

note 1 - Contract employee

note 2 - Admin Sergeant / Watch Commander, Corporal, Detective/Juvenile Officer, Lead Dispatcher receive +5%

TOWN OF FAIRFAX

SALARY SCHEDULE
 FOR FISCAL YEAR 2015/16
 REVISED 04/05/2023
 AS OF 8/1/15

FULL TIME EMPLOYEES:

	FTE	UNIT	MONTHLY		ANNUAL	
			LOW	HIGH	LOW	HIGH
TOWN MANAGER	1.00	CONTR	12,167	12,167	146,004	146,004
ASST TO TOWN MANAGER	-	MGMT	6,280	7,270	75,360	87,240
ADMINISTRATIVE ASSISTANT	-	SEIU	3,521	4,280	42,252	51,360
ADMINISTRATIVE ASSISTANT II	1.00	SEIU	3,599	4,375	43,188	52,500
DEPUTY TOWN CLERK	1.00	MGMT	4,735	5,755	56,820	69,060
FINANCE DIRECTOR	1.00	MGMT	8,627	9,987	103,524	119,844
PLANNING DIRECTOR	1.00	MGMT	8,627	9,987	103,524	119,844
PUBLIC WORKS DIRECTOR	-	MGMT	8,627	9,987	103,524	119,844
SENIOR PLANNER	-	MGMT	6,628	7,673	79,536	92,076
PRINCIPAL PLANNER	1.00	MGMT	7,371	8,532	88,452	102,384
CHIEF BUILDING OFFICIAL	1.00	MGMT	7,755	8,978	93,060	107,736
POLICE CHIEF	1.00	CONTR	11,490	11,721	137,880	140,652
POLICE SERGEANT	2.00	POA	6,250	7,975	74,994	95,705
POLICE OFFICER	8.00	POA	5,191	6,625	62,289	79,499
POLICE SERVICES TECH/CSO	2.00	POA	4,178	5,333	50,135	63,991
DISPATCHER	3.00	POA	4,178	5,333	50,135	63,991
SR MAINTENANCE WORKER	2.00	SEIU	4,266	5,186	51,192	62,232
MAINTENANCE WORKER II	-	SEIU	3,591	4,365	43,092	52,380
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TOTAL FULL TIME (FTE) 27.00

PART TIME EMPLOYEES:

	FTE	HOURLY	
		LOW	HIGH
COMMUNITY RESOURCE COORD	0.60		30.60
PT ACCOUNTANT	0.60		39.78
OFFICE ASSISTANT	0.10		15.05
ZONING TECH	0.50		15.00
ADMIN ASST	0.25		30.00
RECREATION COORDINATOR (2)	1.00		30.60
RESERVE POLICE OFFICER (2)	0.25		37.47
POLICE CADET	0.25		15.00
PT DISPATCHER (4)	1.00	30.16	37.47
PLANNING TECH	0.10		25.00

TOTAL FULL TIME (FTE) 4.65

TOTAL FTE 31.65

NOTE: Does not include paid elected positions

Table includes all authorized positions including those which are frozen or vacant
 Salaries shown are "Base Wages" and do not include incentive or premium pay

note 1 - Contract employee

note 2 - Admin Sergeant / Watch Commander, Corporal, Detective/Juvenile Officer, Lead Dispatcher receive +5%

TOWN OF FAIRFAX

SALARY SCHEDULE
 FOR FISCAL YEAR 2015/16
 REVISED 04/05/2023
 AS OF 1/1/16

FULL TIME EMPLOYEES:

	FTE	UNIT	MONTHLY		ANNUAL	
			LOW	HIGH	LOW	HIGH
TOWN MANAGER	1.00	CONTR	12,167	12,167	146,004	146,004
ASST TO TOWN MANAGER	-	MGMT	6,280	7,270	75,360	87,240
ADMINISTRATIVE ASSISTANT	-	SEIU	3,521	4,494	42,252	53,928
ADMINISTRATIVE ASSISTANT II	1.00	SEIU	3,599	4,594	43,188	55,128
DEPUTY TOWN CLERK	1.00	MGMT	4,735	5,755	56,820	69,060
FINANCE DIRECTOR	1.00	MGMT	8,627	9,987	103,524	119,844
PLANNING DIRECTOR	1.00	MGMT	8,627	9,987	103,524	119,844
PUBLIC WORKS DIRECTOR	-	MGMT	8,627	9,987	103,524	119,844
SENIOR PLANNER	-	MGMT	6,628	7,673	79,536	92,076
PRINCIPAL PLANNER	1.00	MGMT	7,371	8,532	88,452	102,384
CHIEF BUILDING OFFICIAL	1.00	MGMT	7,755	8,978	93,060	107,736
POLICE CHIEF	1.00	CONTR	11,490	12,071	137,880	144,852
POLICE SERGEANT	2.00	POA	6,312	8,056	75,744	96,672
POLICE OFFICER	8.00	POA	5,243	6,691	62,916	80,292
POLICE SERVICES TECH/CSO	2.00	POA	4,178	5,333	50,136	63,996
DISPATCHER	3.00	POA	4,178	5,333	50,135	63,991
SR MAINTENANCE WORKER	2.00	SEIU	4,266	5,445	51,192	65,340
MAINTENANCE WORKER III	-	SEIU	3,806	4,857	45,672	58,284
MAINTENANCE WORKER II	-	SEIU	3,591	4,584	43,092	55,008
MAINTENANCE WORKER I	2.00	SEIU	3,419	4,363	41,028	52,356

TOTAL FULL TIME (FTE) 27.00

PART TIME EMPLOYEES:

	FTE	HOURLY	
		LOW	HIGH
COMMUNITY RESOURCE COORD	0.60		30.60
PT ACCOUNTANT	0.60		39.78
OFFICE ASSISTANT	0.10		15.05
ZONING TECH	0.50		15.00
ADMIN ASST	0.25		30.00
RECREATION COORDINATOR (2)	1.00		30.60
RESERVE POLICE OFFICER (2)	0.25		37.47
POLICE CADET	0.25		15.00
PT DISPATCHER (4)	1.00	30.16	37.47
PLANNING TECH	0.10		25.00

TOTAL FULL TIME (FTE) 4.65

TOTAL FTE 31.65

NOTE: Does not include paid elected positions
 Table includes all authorized positions including those which are frozen or vacant
 Salaries shown are "Base Wages" and do not include incentive or premium pay

note 1 - Contract employee

note 2 - Admin Sergeant / Watch Commander, Corporal, Detective/Juvenile Officer, Lead Dispatcher receive +5%

TOWN OF FAIRFAX

SALARY SCHEDULE
 FOR FISCAL YEAR 2016/17
 REVISED 04/05/2023
 AS OF 7/1/16

FULL TIME EMPLOYEES:

	FTE	UNIT	MONTHLY		ANNUAL	
			LOW	HIGH	LOW	HIGH
TOWN MANAGER	1.00	CONTR	14,667	14,667	176,004	176,004
ASST TO THE TOWN MANAGER	-	MGMT	6,405	7,415	76,860	88,980
PLANNING & BUILDING DIRECTOR	1.00	MGMT	8,800	10,187	105,600	122,244
FINANCE DIRECTOR	1.00	MGMT	8,800	10,187	105,600	122,244
PUBLIC WORKS DIRECTOR	-	MGMT	8,800	10,187	105,600	122,244
CHIEF BUILDING OFFICIAL/PW MGR	1.00	MGMT	7,910	9,157	94,920	109,884
SENIOR PLANNER	-	MGMT	6,761	7,827	81,132	93,924
PRINCIPAL PLANNER	1.00	MGMT	7,518	8,703	90,216	104,436
MANAGEMENT ANALYST	1.00	MGMT	5,591	6,472	67,092	77,664
DEPUTY TOWN CLERK	-	MGMT	4,735	5,755	56,820	69,060
POLICE CHIEF	1.00	CONTR	11,490	12,071	137,880	144,852
POLICE SERGEANT	3.00	POA	6,312	8,056	75,744	96,672
POLICE CORPORAL	3.00	POA	5,505	7,026	66,060	84,312
POLICE OFFICER	4.00	POA	5,243	6,691	62,916	80,292
POLICE SERVICES TECH/CSO	1.00	POA	4,178	5,333	50,135	63,991
DISPATCHER	4.00	POA	4,178	5,333	50,136	63,996
MAINTENANCE WORKER I	1.00	SEIU	3,419	4,363	41,028	52,356
MAINTENANCE WORKER II	-	SEIU	3,591	4,584	43,092	55,008
MAINTENANCE WORKER III	1.00	SEIU	3,806	4,857	45,672	58,284
SR MAINTENANCE WORKER	2.00	SEIU	4,266	5,445	51,192	65,340
ADMINISTRATIVE ASSISTANT	-	SEIU	3,521	4,494	42,252	53,928
ADMINISTRATIVE ASSISTANT II	1.00	SEIU	3,599	4,594	43,188	55,128

TOTAL FULL TIME (FTE) 27.00

PART TIME EMPLOYEES:

	FTE	HOURLY	
		LOW	HIGH
ADMIN ASST	-		30.00
OFFICE ASSISTANT	0.10		15.05
PLANNING TECH	0.10		25.00
POLICE CADET (2)	0.25		15.00
PT ACCOUNTANT (2)	0.80		39.78
PT DISPATCHER (4)	1.00	30.16	37.47
PT PUBLIC WORKS DIR	0.50		57.69
REC & COMM SERV MANAGER (3)	1.45		30.60
RESERVE POLICE OFFICER (2)	0.25		37.47
ZONING TECH	0.50		15.00

TOTAL FULL TIME (FTE) 4.95

TOTAL FTE 31.95

NOTE: Does not include paid elected positions
 Table includes all authorized positions including those which are frozen or vacant
 Salaries shown are "Base Wages" and do not include incentive, overtime, premium pay
 Does not include increases or adjustments after 7/1/16 including schedule MOU adjustments at 1/1/17
 note 1 - Contract employee

TOWN OF FAIRFAX

SALARY SCHEDULE
 FOR FISCAL YEAR 2016/17
 REVISED 04/05/2023
 AS OF 8/1/16

FULL TIME EMPLOYEES:

	FTE	UNIT	MONTHLY		ANNUAL	
			LOW	HIGH	LOW	HIGH
TOWN MANAGER	1.00	CONTR	14,667	14,667	176,004	176,004
ASST TO THE TOWN MANAGER	-	MGMT	6,405	7,415	76,860	88,980
PLANNING & BUILDING DIRECTOR	1.00	MGMT	8,800	10,187	105,600	122,244
FINANCE DIRECTOR	1.00	MGMT	8,800	10,187	105,600	122,244
PUBLIC WORKS DIRECTOR	-	MGMT	8,800	10,187	105,600	122,244
CHIEF BUILDING OFFICIAL/PW MGR	1.00	MGMT	7,910	9,157	94,920	109,884
SENIOR PLANNER	-	MGMT	6,761	7,827	81,132	93,924
PRINCIPAL PLANNER	1.00	MGMT	7,518	8,703	90,216	104,436
MANAGEMENT ANALYST	1.00	MGMT	5,591	6,472	67,092	77,664
DEPUTY TOWN CLERK	-	MGMT	4,735	5,755	56,820	69,060
POLICE CHIEF	1.00	CONTR	11,490	12,434	137,880	149,208
POLICE SERGEANT	3.00	POA	6,312	8,056	75,744	96,672
POLICE CORPORAL	3.00	POA	5,505	7,026	66,060	84,312
POLICE OFFICER	4.00	POA	5,243	6,691	62,916	80,292
POLICE SERVICES TECH/CSO	1.00	POA	4,178	5,333	50,135	63,991
DISPATCHER	4.00	POA	4,178	5,333	50,136	63,996
MAINTENANCE WORKER I	1.00	SEIU	3,419	4,363	41,028	52,356
MAINTENANCE WORKER II	-	SEIU	3,591	4,584	43,092	55,008
MAINTENANCE WORKER III	1.00	SEIU	3,806	4,857	45,672	58,284
SR MAINTENANCE WORKER	2.00	SEIU	4,266	5,445	51,192	65,340
ADMINISTRATIVE ASSISTANT	-	SEIU	3,521	4,494	42,252	53,928
ADMINISTRATIVE ASSISTANT II	1.00	SEIU	3,599	4,594	43,188	55,128

TOTAL FULL TIME (FTE) 27.00

PART TIME EMPLOYEES:

	FTE	HOURLY	
		LOW	HIGH
ADMIN ASST	-		30.00
OFFICE ASSISTANT	0.10		15.05
PLANNING TECH	0.10		25.00
POLICE CADET (2)	0.25		15.00
PT ACCOUNTANT (2)	0.80		39.78
PT DISPATCHER (4)	1.00	30.16	37.47
PT PUBLIC WORKS DIR	0.50		57.69
REC & COMM SERV MANAGER (3)	1.45		30.60
RESERVE POLICE OFFICER (2)	0.25		37.47
ZONING TECH	0.50		15.00

TOTAL FULL TIME (FTE) 4.95

TOTAL FTE 31.95

NOTE: Does not include paid elected positions
 Table includes all authorized positions including those which are frozen or vacant
 Salaries shown are "Base Wages" and do not include incentive, overtime, premium pay
 Does not include increases or adjustments after 7/1/16 including schedule MOU adjustments at 1/1/17
 note 1 - Contract employee

TOWN OF FAIRFAX

SALARY SCHEDULE
 FOR FISCAL YEAR 2016/17
 REVISED 04/05/2023
 AS OF 12/1/16

FULL TIME EMPLOYEES:

	FTE	UNIT	MONTHLY		ANNUAL	
			LOW	HIGH	LOW	HIGH
TOWN MANAGER	1.00	CONTR	15,250	15,250	183,000	183,000
ASST TO THE TOWN MANAGER	-	MGMT	6,405	7,415	76,860	88,980
PLANNING & BUILDING DIRECTOR	1.00	MGMT	8,800	10,187	105,600	122,244
FINANCE DIRECTOR	1.00	MGMT	8,800	10,187	105,600	122,244
PUBLIC WORKS DIRECTOR	-	MGMT	8,800	10,187	105,600	122,244
CHIEF BUILDING OFFICIAL/PW MGR	1.00	MGMT	7,910	9,157	94,920	109,884
SENIOR PLANNER	-	MGMT	6,761	7,827	81,132	93,924
PRINCIPAL PLANNER	1.00	MGMT	7,518	8,703	90,216	104,436
MANAGEMENT ANALYST	1.00	MGMT	5,591	6,472	67,092	77,664
DEPUTY TOWN CLERK	-	MGMT	4,735	5,755	56,820	69,060
POLICE CHIEF	1.00	CONTR	11,490	12,434	137,880	149,208
POLICE SERGEANT	3.00	POA	6,312	8,056	75,744	96,672
POLICE CORPORAL	3.00	POA	5,505	7,026	66,060	84,312
POLICE OFFICER	4.00	POA	5,243	6,691	62,916	80,292
POLICE SERVICES TECH/CSO	1.00	POA	4,178	5,333	50,135	63,991
DISPATCHER	4.00	POA	4,178	5,333	50,136	63,996
MAINTENANCE WORKER I	1.00	SEIU	3,419	4,363	41,028	52,356
MAINTENANCE WORKER II	-	SEIU	3,591	4,584	43,092	55,008
MAINTENANCE WORKER III	1.00	SEIU	3,806	4,857	45,672	58,284
SR MAINTENANCE WORKER	2.00	SEIU	4,266	5,445	51,192	65,340
ADMINISTRATIVE ASSISTANT	-	SEIU	3,521	4,494	42,252	53,928
ADMINISTRATIVE ASSISTANT II	1.00	SEIU	3,599	4,594	43,188	55,128

TOTAL FULL TIME (FTE) 27.00

PART TIME EMPLOYEES:

	FTE	HOURLY	
		LOW	HIGH
ADMIN ASST	-		30.00
OFFICE ASSISTANT	0.10		15.05
PLANNING TECH	0.10		25.00
POLICE CADET (2)	0.25		15.00
PT ACCOUNTANT (2)	0.80		39.78
PT DISPATCHER (4)	1.00	30.16	37.47
PT PUBLIC WORKS DIR	0.50		57.69
REC & COMM SERV MANAGER (3)	1.45		30.60
RESERVE POLICE OFFICER (2)	0.25		37.47
ZONING TECH	0.50		15.00

TOTAL FULL TIME (FTE) 4.95

TOTAL FTE 31.95

NOTE: Does not include paid elected positions
 Table includes all authorized positions including those which are frozen or vacant
 Salaries shown are "Base Wages" and do not include incentive, overtime, premium pay
 Does not include increases or adjustments after 7/1/16 including schedule MOU adjustments at 1/1/17
 note 1 - Contract employee

TOWN OF FAIRFAX

SALARY SCHEDULE
 FOR FISCAL YEAR 2016/17
 REVISED 04/05/2023
 AS OF 1/1/17

FULL TIME EMPLOYEES:	FTE	UNIT	MONTHLY		ANNUAL	
			LOW	HIGH	LOW	HIGH
TOWN MANAGER	1.00	CONTR	15,250	15,250	183,000	183,000
ASST TO THE TOWN MANAGER	-	MGMT	6,533	7,563	78,396	90,756
PLANNING & BUILDING DIRECTOR	1.00	MGMT	8,976	10,390	107,712	124,680
FINANCE DIRECTOR	1.00	MGMT	8,976	10,390	107,712	124,680
PUBLIC WORKS DIRECTOR	-	MGMT	8,976	10,390	107,712	124,680
CHIEF BUILDING OFFICIAL/PW MGR	1.00	MGMT	8,068	9,340	96,816	112,080
SENIOR PLANNER	-	MGMT	6,896	7,983	82,752	95,796
PRINCIPAL PLANNER	1.00	MGMT	7,668	8,877	92,016	106,524
MANAGEMENT ANALYST	1.00	MGMT	5,703	6,601	68,436	79,212
DEPUTY TOWN CLERK	-	MGMT	4,830	5,870	57,960	70,440
POLICE CHIEF	1.00	CONTR	11,490	12,434	137,880	149,208
POLICE SERGEANT	3.00	POA	6,437	8,377	77,244	100,524
POLICE CORPORAL	3.00	POA	5,614	7,307	67,368	87,684
POLICE OFFICER	4.00	POA	5,347	6,959	64,164	83,508
POLICE SERVICES TECH/CSO	1.00	POA	4,304	5,492	51,648	65,904
DISPATCHER	4.00	POA	4,304	5,492	51,648	65,904
MAINTENANCE WORKER I	1.00	SEIU	3,487	4,451	41,844	53,412
MAINTENANCE WORKER II	-	SEIU	3,663	4,675	43,956	56,100
MAINTENANCE WORKER III	1.00	SEIU	3,882	4,954	46,584	59,448
SR MAINTENANCE WORKER	2.00	SEIU	4,352	5,554	52,224	66,648
ADMINISTRATIVE ASSISTANT	-	SEIU	3,591	4,584	43,092	55,008
ADMINISTRATIVE ASSISTANT II	1.00	SEIU	3,671	4,686	44,052	56,232

TOTAL FULL TIME (FTE) 27.00

PART TIME EMPLOYEES:	FTE	HOURLY	
		LOW	HIGH
ADMIN ASST	-		30.00
OFFICE ASSISTANT	0.10		15.05
PLANNING TECH	0.10		25.50
POLICE CADET (2)	0.25		16.50
PT ACCOUNTANT (2)	0.80		41.99
PT DISPATCHER (4)	1.00	30.16	31.69
PT PUBLIC WORKS DIR	0.50	51.79	59.94
REC & COMM SERV MANAGER (3)	1.45		32.77
RESERVE POLICE OFFICER (2)	0.25		40.15
ZONING TECH	0.50		15.00

TOTAL FULL TIME (FTE) 4.95

TOTAL FTE 31.95

NOTE: Does not include paid elected positions
 Table includes all authorized positions including those which are frozen or vacant
 Salaries shown are "Base Wages" and do not include incentive, overtime, premium pay

note 1 - Contract employee

TOWN OF FAIRFAX

SALARY SCHEDULE

FOR FISCAL YEAR 2017/18

REVISED 04/05/2023

AS OF 7/1/17

FULL TIME EMPLOYEES:

	FTE	UNIT	MONTHLY		ANNUAL	
			LOW	HIGH	LOW	HIGH
TOWN MANAGER	1.00	CONTR	15,250	15,250	183,000	183,000
ASST TO THE TOWN MANAGER	1.00	MGMT	6,533	7,563	78,396	90,756
PLANNING & BUILDING DIRECTOR	1.00	MGMT	8,976	10,390	107,712	124,680
FINANCE DIRECTOR	1.00	MGMT	8,976	10,390	107,712	124,680
PUBLIC WORKS DIRECTOR	-	MGMT	8,976	10,390	107,712	124,680
CHIEF BUILDING OFFICIAL/PW MGR	1.00	MGMT	8,068	9,340	96,816	112,080
SENIOR PLANNER	-	MGMT	6,896	7,983	82,752	95,796
PRINCIPAL PLANNER	1.00	MGMT	7,668	8,877	92,016	106,524
MANAGEMENT ANALYST	-	MGMT	5,703	6,601	68,436	79,212
DEPUTY TOWN CLERK	-	MGMT	4,830	5,870	57,960	70,440
POLICE CHIEF	1.00	CONTR	11,490	12,434	137,880	149,208
POLICE SERGEANT	3.00	POA	6,437	8,215	77,244	98,580
POLICE CORPORAL	2.00	POA	5,614	7,165	67,368	85,980
POLICE OFFICER	5.00	POA	5,347	6,824	64,164	81,888
POLICE SERVICES TECH/CSO	1.00	POA	4,304	5,492	51,648	65,904
DISPATCHER	4.00	POA	4,304	5,492	51,648	65,904
MAINTENANCE WORKER I	1.00	SEIU	3,487	4,451	41,844	53,412
MAINTENANCE WORKER II	-	SEIU	3,663	4,675	43,956	56,100
MAINTENANCE WORKER III	1.00	SEIU	3,882	4,954	46,584	59,448
SR MAINTENANCE WORKER	2.00	SEIU	4,352	5,554	52,224	66,648
ADMINISTRATIVE ASSISTANT	-	SEIU	3,591	4,584	43,092	55,008
ADMINISTRATIVE ASSISTANT II	1.00	SEIU	3,671	4,686	44,052	56,232

TOTAL FULL TIME (FTE) 27.00

PART TIME EMPLOYEES:

ADMIN ASST	0.06
OFFICE ASSISTANT	0.10
PLANNING TECH	0.10
POLICE CADET (2)	0.25
PT ACCOUNTANT (2)	0.80
PT DISPATCHER (4)	1.00
PT PUBLIC WORKS DIR	0.67
REC & COMM SERV MANAGER (3)	1.60
RESERVE POLICE OFFICER (2)	0.25
ASSISTANT PLANNER	0.50
ZONING TECH	-

HOURLY	
LOW	HIGH
	30.00
	15.05
	25.50
	16.50
	41.99
30.16	31.69
51.79	59.94
	32.77
	40.15
	20.00
	15.00

TOTAL FULL TIME (FTE) 5.33

TOTAL FTE 32.33

NOTE: Does not include paid elected positions

Table includes all authorized positions including those which are frozen or vacant

Salaries shown are "Base Wages" and do not include incentive, overtime, premium pay

Does not include increases or adjustments after 7/1/16 including schedule MOU adjustments at 1/1/17 and 1 note 1 - Employment Agreement

TOWN OF FAIRFAX

SALARY SCHEDULE

FOR FISCAL YEAR 2017/18

REVISED 04/05/2023

AS OF 8/1/17

FULL TIME EMPLOYEES:

	FTE	UNIT	MONTHLY		ANNUAL	
			LOW	HIGH	LOW	HIGH
TOWN MANAGER	1.00	CONTR	15,250	15,250	183,000	183,000
ASST TO THE TOWN MANAGER	1.00	MGMT	6,533	7,563	78,396	90,756
PLANNING & BUILDING DIRECTOR	1.00	MGMT	8,976	10,390	107,712	124,680
FINANCE DIRECTOR	1.00	MGMT	8,976	10,390	107,712	124,680
PUBLIC WORKS DIRECTOR	-	MGMT	8,976	10,390	107,712	124,680
CHIEF BUILDING OFFICIAL/PW MGR	1.00	MGMT	8,068	9,340	96,816	112,080
SENIOR PLANNER	-	MGMT	6,896	7,983	82,752	95,796
PRINCIPAL PLANNER	1.00	MGMT	7,668	8,877	92,016	106,524
MANAGEMENT ANALYST	-	MGMT	5,703	6,601	68,436	79,212
DEPUTY TOWN CLERK	-	MGMT	4,830	5,870	57,960	70,440
POLICE CHIEF	1.00	CONTR	11,490	12,807	137,880	153,684
POLICE SERGEANT	3.00	POA	6,437	8,215	77,244	98,580
POLICE CORPORAL	2.00	POA	5,614	7,165	67,368	85,980
POLICE OFFICER	5.00	POA	5,347	6,824	64,164	81,888
POLICE SERVICES TECH/CSO	1.00	POA	4,304	5,492	51,648	65,904
DISPATCHER	4.00	POA	4,304	5,492	51,648	65,904
MAINTENANCE WORKER I	1.00	SEIU	3,487	4,451	41,844	53,412
MAINTENANCE WORKER II	-	SEIU	3,663	4,675	43,956	56,100
MAINTENANCE WORKER III	1.00	SEIU	3,882	4,954	46,584	59,448
SR MAINTENANCE WORKER	2.00	SEIU	4,352	5,554	52,224	66,648
ADMINISTRATIVE ASSISTANT	-	SEIU	3,591	4,584	43,092	55,008
ADMINISTRATIVE ASSISTANT II	1.00	SEIU	3,671	4,686	44,052	56,232

TOTAL FULL TIME (FTE) 27.00

PART TIME EMPLOYEES:

ADMIN ASST	0.06
OFFICE ASSISTANT	0.10
PLANNING TECH	0.10
POLICE CADET (2)	0.25
PT ACCOUNTANT (2)	0.80
PT DISPATCHER (4)	1.00
PT PUBLIC WORKS DIR	0.67
REC & COMM SERV MANAGER (3)	1.60
RESERVE POLICE OFFICER (2)	0.25
ASSISTANT PLANNER	0.50
ZONING TECH	-

HOURLY	
LOW	HIGH
	30.00
	15.05
	25.50
	16.50
	41.99
30.16	31.69
51.79	59.94
	32.77
	40.15
	20.00
	15.00

TOTAL FULL TIME (FTE) 5.33

TOTAL FTE 32.33

NOTE: Does not include paid elected positions

Table includes all authorized positions including those which are frozen or vacant

Salaries shown are "Base Wages" and do not include incentive, overtime, premium pay

Does not include increases or adjustments after 7/1/16 including schedule MOU adjustments at 1/1/17 and 1 note 1 - Employment Agreement

TOWN OF FAIRFAX

SALARY SCHEDULE
 FOR FISCAL YEAR 2017/18
 REVISED 04/05/2023
 AS OF 1/1/18

FULL TIME EMPLOYEES:	FTE	UNIT	MONTHLY		ANNUAL	
			LOW	HIGH	LOW	HIGH
TOWN MANAGER	1.00	CONTR	15,555	15,555	186,660	186,660
ASST TO THE TOWN MANAGER	1.00	MGMT	7,295	8,444	87,540	101,328
PLANNING & BUILDING DIRECTOR	1.00	MGMT	9,156	10,598	109,866	127,174
FINANCE DIRECTOR	1.00	MGMT	9,156	10,598	109,866	127,174
PUBLIC WORKS DIRECTOR	-	MGMT	9,156	10,598	109,866	127,174
CHIEF BUILDING OFFICIAL/PW MGR	1.00	MGMT	8,229	9,527	98,752	114,322
SENIOR PLANNER	-	MGMT	7,034	8,143	84,407	97,712
PRINCIPAL PLANNER	1.00	MGMT	7,821	9,055	93,856	108,654
MANAGEMENT ANALYST	-	MGMT	5,817	6,733	69,805	80,796
DEPUTY TOWN CLERK	-	MGMT	4,927	5,987	59,119	71,849
POLICE CHIEF	1.00	CONTR	12,434	12,807	149,208	153,684
POLICE SERGEANT	3.00	POA	6,629	8,712	79,548	104,544
POLICE CORPORAL	2.00	POA	5,782	7,599	69,384	91,188
POLICE OFFICER	5.00	POA	5,507	7,237	66,084	86,844
POLICE SERVICES TECH/CSO	1.00	POA	4,432	5,657	53,184	67,884
DISPATCHER	4.00	POA	4,432	5,657	53,184	67,884
MAINTENANCE WORKER I	1.00	SEIU	3,557	4,540	42,684	54,480
MAINTENANCE WORKER II	-	SEIU	3,737	4,769	44,844	57,228
MAINTENANCE WORKER III	1.00	SEIU	3,959	5,053	47,508	60,636
SR MAINTENANCE WORKER	2.00	SEIU	4,439	5,665	53,268	67,980
ADMINISTRATIVE ASSISTANT	-	SEIU	3,663	4,675	43,956	56,100
ADMINISTRATIVE ASSISTANT II	1.00	SEIU	3,744	4,779	44,928	57,348

TOTAL FULL TIME (FTE) 27.00

PART TIME EMPLOYEES:	FTE	HOURLY	
		LOW	HIGH
ADMIN ASST	0.06	22.19	30.00
OFFICE ASSISTANT	0.10	15.00	15.05
PLANNING TECH	0.10	15.00	30.83
POLICE CADET (2)	0.25	16.50	17.50
PT ACCOUNTANT (2)	0.80		42.83
PT DISPATCHER (4)	1.00	27.17	34.68
PT PUBLIC WORKS DIR	0.67	51.79	59.94
REC & COMM SERV MANAGER (3)	1.60	32.47	33.43
RESERVE POLICE OFFICER (2)	0.25		42.88
ASSISTANT PLANNER	0.50	30.83	35.69
ZONING TECH	-	25.00	25.50

TOTAL FULL TIME (FTE) 5.33

TOTAL FTE 32.33

NOTE: Does not include paid elected positions
 Table includes all authorized positions including those which are frozen or vacant
 Salaries shown are "Base Wages" and do not include incentive, overtime, premium pay
 note 1 - Employment Agreement

TOWN OF FAIRFAX

SALARY SCHEDULE
 FOR FISCAL YEAR 2018/19
 REVISED 04/05/2023
 AS OF 7/1/18

FULL TIME EMPLOYEES:

	FTE	UNIT	MONTHLY		ANNUAL	
			LOW	HIGH	LOW	HIGH
TOWN MANAGER	1.00	CONTR	16,177	16,177	194,124	194,124
ASST TO THE TOWN MANAGER	1.00	MGMT	7,295	8,444	87,540	101,328
PLANNING & BUILDING DIRECTOR	1.00	MGMT	9,521	11,022	114,252	132,264
FINANCE DIRECTOR	1.00	MGMT	9,521	11,022	114,252	132,264
PUBLIC WORKS DIRECTOR		MGMT	9,521	11,022	114,252	132,264
CHIEF BUILDING OFFICIAL/PW MGR	1.00	MGMT	8,816	10,205	105,792	122,460
ASSISTANT PLANNER	-	MGMT	5,504	6,372	66,048	76,464
ASSOCIATE PLANNER		MGMT	6,026	6,976	72,312	83,712
SENIOR PLANNER	-	MGMT	7,535	8,723	90,420	104,676
PRINCIPAL PLANNER	1.00	MGMT	8,379	9,699	100,548	116,388
MANAGEMENT ANALYST	-	MGMT	6,606	7,647	79,272	91,764
DEPUTY TOWN CLERK		MGMT	5,172	6,601	62,064	79,212
POLICE CHIEF	1.00	CONTR	12,807	13,191	153,684	158,292
POLICE LIEUTENANT	1.00	POA	8,652	11,042	103,824	132,504
POLICE SERGEANT	2.00	POA	7,134	9,105	85,608	109,260
POLICE CORPORAL	2.00	POA	6,115	7,804	73,380	93,648
POLICE OFFICER	5.00	POA	5,824	7,433	69,888	89,196
POLICE SERVICES TECH/CSO	1.00	POA	4,710	6,011	56,520	72,132
DISPATCHER	4.00	POA	4,710	6,011	56,520	72,132
MAINTENANCE WORKER I	1.00	SEIU	3,735	4,767	44,820	57,204
MAINTENANCE WORKER II		SEIU	3,923	5,007	47,076	60,084
MAINTENANCE WORKER III	1.00	SEIU	4,157	5,306	49,884	63,672
SR MAINTENANCE WORKER	2.00	SEIU	4,661	5,948	55,932	71,376
ADMINISTRATIVE ASSISTANT		SEIU	3,846	4,909	46,152	58,908
ADMINISTRATIVE ASSISTANT II	1.00	SEIU	3,932	5,018	47,184	60,216

TOTAL FULL TIME (FTE) 27.00

PART TIME EMPLOYEES:

	FTE	HOURLY	
		LOW	HIGH
ADMIN ASST	-	22.19	28.32
FINANCE OFFICE ASSISTANT	0.10	15.00	15.25
PLANNING TECH	0.10	15.00	30.83
POLICE CADET (2)	0.25	16.50	17.50
PT ACCOUNTANT (2)	0.80		42.83
PT DISPATCHER (4)	1.00	27.17	34.68
REC & COMM SERV MANAGER (3)	1.73	32.47	33.43
RESERVE POLICE OFFICER (2)	0.25		42.88
ASSISTANT PLANNER	0.50	30.83	35.69
PW DIRECTOR PT	0.67	54.93	63.59
ZONING TECH	-	25.00	25.50
WEB DESIGN & MAINT	-	37.00	37.00

TOTAL FULL TIME (FTE) 5.40

TOTAL FTE 32.40

NOTE: Does not include paid elected positions
 Table includes all authorized positions including those which are frozen or vacant
 Salaries shown are "Base Wages" and do not include incentive, overtime, premium pay
 note 1 - Employment Agreement

TOWN OF FAIRFAX

SALARY SCHEDULE
 FOR FISCAL YEAR 2019/20
 REVISED 04/05/2023
 AS OF 7/1/19

FULL TIME EMPLOYEES:

	FTE	UNIT	MONTHLY		ANNUAL	
			LOW	HIGH	LOW	HIGH
TOWN MANAGER	1.00	CONTR	16,177	16,177	194,124	194,124
ADMINISTRATIVE ASSISTANT II	1.00	SEIU	4,089	5,219	49,071	62,625
ASST TO THE TOWN MANAGER	1.00	MGMT	7,295	8,697	87,540	104,368
FINANCE DIRECTOR	1.00	MGMT	9,807	11,353	117,680	136,232
PLANNING & BUILDING DIRECTOR	1.00	MGMT	9,807	11,353	117,680	136,232
CHIEF BUILDING OFFICIAL/PW MGR	1.00	MGMT	9,080	10,511	108,966	126,134
PRINCIPAL PLANNER	1.00	MGMT	8,379	9,990	100,548	119,880
MAINTENANCE WORKER I	1.00	SEIU	3,884	4,958	46,613	59,492
MAINTENANCE WORKER III	1.00	SEIU	4,323	5,518	51,879	66,219
SR MAINTENANCE WORKER	2.00	SEIU	4,847	6,186	58,169	74,231
POLICE CHIEF	1.00	CONTR	13,586	14,946	163,032	179,352
POLICE LIEUTENANT	1.00	POA	8,997	11,484	107,964	137,808
POLICE SERGEANT	2.00	POA	7,419	9,469	89,028	113,628
POLICE CORPORAL	2.00	POA	6,420	8,195	77,040	98,340
POLICE OFFICER	5.00	POA	6,115	7,805	73,380	93,660
POLICE SERVICES TECH/CSO	1.00	POA	4,945	6,311	59,340	75,732
DISPATCHER	4.00	POA	4,945	6,311	59,340	75,732
MANAGEMENT ANALYST	-	MGMT	6,804	7,876	81,650	94,517
DEPUTY TOWN CLERK	-	MGMT	5,327	6,799	63,926	81,588
PUBLIC WORKS DIRECTOR	-	MGMT	9,807	11,353	117,680	136,232
ASSISTANT PLANNER	-	MGMT	5,669	6,563	68,029	78,758
ASSOCIATE PLANNER	-	MGMT	6,207	7,185	74,481	86,223
SENIOR PLANNER	-	MGMT	7,761	8,985	93,133	107,816
ADMINISTRATIVE ASSISTANT	-	SEIU	4,000	5,105	47,998	61,264
MAINTENANCE WORKER II	-	SEIU	4,080	5,207	48,959	62,487

TOTAL FULL TIME (FTE) 27.00

PART TIME EMPLOYEES:

	FTE	HOURLY	
		LOW	HIGH
ADMIN ASST	0.06	22.19	28.32
DEPUTY TOWN CLERK	0.25		
FINANCE OFFICE ASSISTANT	0.10	15.00	15.25
PLANNING TECH	0.10	15.00	30.83
POLICE CADET (2)	0.25	16.50	17.50
PT ACCOUNTANT I/II (2)	0.80		42.83
PT DISPATCHER (4)	1.00	27.17	34.68
RESERVE POLICE OFFICER (2)	0.25		
ASSISTANT PLANNER	0.50	32.47	33.43
CONSULTING PW DIRECTOR	0.67		42.88
REC & COMM SERV MANAGER	0.63	30.83	35.69
EVENTS & VOLUNTEER COORDINATOR	0.60		60.00
MARKETING & COMMUNICATION SPECIALIST	0.50	25.00	25.50

TOTAL FULL TIME (FTE) 5.71

TOTAL FTE 32.71

NOTE: Does not include paid elected positions: COUNCILMEMBERS (5) TREASURER (1)
 Table includes all authorized positions including those which are frozen or vacant
 Salaries shown are "Base Wages" and do not include incentive, overtime, premium pay
 note 1 - Employment Agreement

TOWN OF FAIRFAX

SALARY SCHEDULE
FOR FISCAL YEAR 2020/21
REVISED 04/05/2023
AS OF 7/1/20

FULL TIME EMPLOYEES:

	FTE	UNIT	MONTHLY		ANNUAL	
			LOW	HIGH	LOW	HIGH
TOWN MANAGER	1.00	CONTR	17,425	17,425	209,100	209,100
ADMINISTRATIVE ASSISTANT II	1.00	SEIU	4,212	5,376	50,544	64,512
ASST TO THE TOWN MANAGER	1.00	MGMT	7,664	8,872	91,968	106,464
FINANCE DIRECTOR	1.00	MGMT	10,003	11,580	120,036	138,960
PLANNING & BUILDING DIRECTOR	1.00	MGMT	10,003	11,580	120,036	138,960
CHIEF BUILDING OFFICIAL/PW MGR	1.00	MGMT	8,992	10,409	107,904	124,908
PRINCIPAL PLANNER	1.00	MGMT	8,546	9,893	102,552	118,716
MAINTENANCE WORKER I	1.00	SEIU	4,001	5,106	48,012	61,272
MAINTENANCE WORKER III	1.00	SEIU	4,453	5,684	53,436	68,208
SR MAINTENANCE WORKER	2.00	SEIU	4,993	6,372	59,916	76,464
POLICE CHIEF	1.00	CONTR	15,394	15,394	184,728	184,728
POLICE LIEUTENANT	1.00	POA	9,223	11,771	110,676	141,252
POLICE SERGEANT	2.00	POA	7,605	9,706	91,260	116,472
POLICE CORPORAL	2.00	POA	6,581	8,400	78,972	100,800
POLICE OFFICER	5.00	POA	6,268	8,000	75,216	96,000
POLICE SERVICES TECH/CSO	1.00	POA	5,069	6,469	60,828	77,628
DISPATCHER	4.00	POA	5,069	6,469	60,828	77,628
MANAGEMENT ANALYST	-	MGMT	6,738	7,800	80,856	93,600
DEPUTY TOWN CLERK	-	MGMT	5,541	7,072	66,492	84,864
PUBLIC WORKS DIRECTOR	-	MGMT	10,003	11,580	120,036	138,960
ASSISTANT PLANNER	-	MGMT	5,614	6,499	67,368	77,988
ASSOCIATE PLANNER	-	MGMT	6,147	7,116	73,764	85,392
SENIOR PLANNER	-	MGMT	7,686	8,897	92,232	106,764
ADMINISTRATIVE ASSISTANT	-	SEIU	4,120	5,259	49,440	63,108
MAINTENANCE WORKER II	-	SEIU	4,203	5,364	50,436	64,368

TOTAL FULL TIME (FTE) 27.00

PART TIME EMPLOYEES:

	FTE	HOURLY	
		LOW	HIGH
ADMIN ASST	0.06	22.63	28.89
DEPUTY TOWN CLERK	0.25	30.44	38.85
FINANCE OFFICE ASSISTANT	0.10	15.30	15.56
PLANNING TECH	0.10	15.30	31.45
POLICE CADET (2)	0.25	16.83	17.85
PT ACCOUNTANT I/II (2)	0.80	-	43.69
PT DISPATCHER (4)	1.00	27.71	35.37
RESERVE POLICE OFFICER (2)	0.25	-	43.74
ASSISTANT PLANNER	0.50	31.45	36.40
CONSULTING PW DIRECTOR	0.67	-	60.00
REC & COMM SERV MANAGER	0.63	33.12	34.10
EVENTS & VOLUNTEER COORDINATOR	0.60	25.50	26.01
MARKETING & COMMUNICATION SPECIALIST	0.50	37.74	37.74

TOTAL FULL TIME (FTE) 5.71

TOTAL FTE 32.71

NOTE: Does not include paid elected positions: COUNCILMEMBERS (5) TREASURER (1)
Table includes all authorized positions including those which are frozen or vacant
Salaries shown are "Base Wages" and do not include incentive, overtime, premium pay
note 1 - Employment Agreement

Exhibit B

SIDE LETTER TO MEMORANDUM OF UNDERSTANDING BETWEEN TOWN OF FAIRFAX AND FAIRFAX POLICE OFFICERS' ASSOCIATION

Pending the outcome of a meet and confer between the authorized representatives of the Town of Fairfax and Fairfax Police Officer's Association (collectively, "Parties") pursuant to the July 1, 2018 through June 30, 2021 Memorandum of Understanding (the "MOU"), extended through June 30, 2022, and the side letter thereto effective April 15, 2020, and approval by the Town Council, The Town has determined that it is reasonable and appropriate to clarify certain provisions of this MOU by means of this Side Letter in order to comply with the Public Employees' Retirement Law for use in pension calculations administered by the California Public Employees' Retirement System.

Section 1. The following Sections of the MOU, extended through June 30, 2022, are amended to incorporate the clarifications as follows:

"Section II (Salary Compensation) Section B:

B. Department Appointed Positions - Incentive Pay

Appointed positions, as set forth by the Chief of Police, shall consist of the following named positions:

- Administrative Sergeant / Watch Commander (No more than one police sergeant or above)
 - The Administrative Sergeant or Watch Commander will be responsible for routinely and consistently supervising or leading subordinate classifications as necessary during the assignment, including shift assignment.
 - If no eligible employee is available, the Chief of Police will be assigned as Watch Commander.
- Detective/Juvenile Officer (No more than one police officer and one sergeant)
 - The Detective/Juvenile Officers are routinely and consistently assigned to detective duties or to enforce laws that restrict the activities of juveniles.
- Lead Dispatcher (No more than one police dispatcher)
 - The Lead Dispatcher will be responsible for routinely and consistently supervising or leading subordinate classifications as necessary during the assignment

Any employee appointed to one of the above-named positions by the Chief of Police shall receive a 5% salary incentive step increase to their base rate of pay for the duration of their appointment to that position.

~~In order to retain this appointment and the 5% salary incentive, employees shall be required to continue to meet departmental performance standards. Failure of an~~

~~employee to maintain this standard shall have the appointment rescinded and the 5% incentive removed from their salary.~~

Employees appointed to these positions are eligible for additional specialty pay (e.g., Detective or FTO pay) above the 5% salary incentive already received. While these appointments have no time limit, the Chief of Police reserves the right to abolish any of these positions, as specified in § XXI paragraph A, 1 of the Memorandum of Understanding.

L. In order to retain special appointments or assignments, employees shall be required to adequately perform their assigned duties and meet departmental standards. Failure of an employee to maintain this standard shall have the appointment rescinded.

Section IV (Holidays):

HOLIDAYS

A. The Town agrees to provide employees covered by this agreement eleven (11) paid holidays at 10 hours per holiday for a total of 110 hours per year due to required scheduled staffing without regard to holidays. Holiday Pay hours will be calculated using base salary, inclusive of Longevity Pay, Educational Incentive, Lead Worker/Supervisor Pay, Detective Pay, Juvenile Officer Pay, and other compensation items the Town affirmatively identifies as base salary.

Section XV (Educational Incentive):

XV. EDUCATIONAL INCENTIVE

A. In addition to the base salary established by this agreement, the Town shall pay educational incentive pay in one of the following categories to those employees who meet the criteria set down in the Educational Incentive Pay Program adopted by the Town and agreed to by the Association. Figures listed below at all levels represent an additional 1% effective 7/1/2018.

1. Personnel employed in the Police Department in all job classifications with the exception of the Chief of Police shall be eligible for 6% addition to base pay provided that they meet the following experience and educational requirements set forth below.
 - a. An A.A. Degree in Police Science or an Intermediate POST certificate.
 - b. In order to ~~retain~~ begin receiving the 6% addition to base pay for POST certificates, police personnel shall be required to meet all requirements identified by the POST Commission, which include attending ~~attend~~ all mandatory training and classes, unless excused by the Chief of Police, to continue to meet departmental performance standards, and to receive an affirmative recommendation from the Chief of Police. If an employee fails to meet these provisions and is no longer eligible for the Intermediate POST certificate due to falling short of POST Commission requirements, his or her salary shall be reduced the amount of the educational incentive. An employee shall not be eligible to re-qualify for the incentive pay step for

six months or until they once again meet all requirements of the Intermediate POST certificate.

2. Personnel employed in the Police Department in all job classifications with the exception of Chief of Police shall be eligible for an 8.5% addition to base pay provided that they meet the following experience and educational requirements set forth below.
 - a. A Bachelor's Degree (field of study to be approved by the Chief of Police) or an Advanced POST Certificate.
 - b. In order to begin receiving ~~retain~~ the 8.5% addition to base pay for POST certificates, police personnel shall be required to meet all requirements identified by the POST Commission, which include attending attend all mandatory training and classes, unless excused by the Chief of Police, to continue to meet departmental performance standards, and to receive an affirmative recommendation from the Chief of Police. If an employee fails to meet these provisions and is no longer eligible for the Advanced POST certificate due to falling short of POST Commission requirements, his or her salary shall be reduced by the amount of the educational incentive. An employee shall not be eligible to re-qualify for the incentive pay step for six months or until they once again meet all requirements of the Advanced POST certificate.
3. Personnel employed in the Police Department in all job classifications shall be eligible for a 11% addition to base pay provided that they meet the following experience and educational requirements set forth below.
 - a. Possession of a Supervisor Certificate as established and issued by the California Peace Officer Standards and Training or a Master's Degree.
 - b. In order to begin receiving ~~retain~~ the 11% increase to base pay for POST certificates, police personnel shall be required to meet all requirements identified by the POST Commission, which include attending attend all mandatory training and classes, unless excused by the Chief of Police, to continue to meet departmental performance standards, and to receive an affirmative recommendation from the Chief of Police. If an employee fails to meet these provisions and is no longer eligible for the Supervisor POST certificate due to falling short of POST Commission requirements, his or her salary shall be reduced by the amount of the educational incentive. An employee shall not be eligible to re-qualify for the incentive pay step for six months or until they once again meet all requirements of the Supervisor POST certificate.
4. Personnel employed in the Police Department in the job classification of Lieutenant of Police or higher shall be eligible for a 13.5% increase to base pay provided that they meet the following experience and educational requirements set forth below.

- a. Possession of a Management Certificate as established and issued by the California Peace Officer Standards and Training.
- b. In order to begin receiving ~~retain~~ the 13.5% increase to base pay for POST certificates, police personnel shall be required to meet all requirements identified by the POST Commission, which include attending attend all mandatory training and classes, unless excused by the Chief of Police, to continue to meet departmental performance standards, and to receive an affirmative recommendation from the Chief of Police. If an employee fails to meet these provisions and is no longer eligible for the Management POST certificate due to falling short of POST Commission requirements, his or her salary shall be reduced by the amount of the educational incentive. An employee shall not be eligible to re-qualify for the incentive pay step for six months or until they once again meet all requirements of the Management POST certificate.”

Section 2. The following Sections of the MOU Side Letter approved by Resolution 20-05 dated April 15, 2020 are amended to incorporate the clarifications as follows:

“Section II (Salary Compensation) add after Section I:

(J) Officer in Charge pay (OIC): Police Officer classification personnel who cover a minimum of five hours or more of a shift in place of a Sergeant or Corporal of Police shall receive 5% base pay incentive for the time worked in that position with approval of the Chief of Police for routinely and consistently leading or supervising other employees.

(K) Bi-Lingual Pay: Full time employees shall receive a base pay incentive of 2.5% for their ability to speak basic conversational Spanish, and 5% for Spanish fluency, which includes reading and writing. Other languages shall be approved by a supervisor at a maximum rate of \$50 per day of use with a maximum of 5% of base pay in a pay period. To be eligible for "other language" pay, employees are required to submit requests to their supervisor. The requests will include a CAD incident or case number documenting the use was related to a police investigative purpose. Fluency in more than one language does not entitle an employee to multiple pay incentives. Employees who maintain eligibility for bi-lingual or “other language” pay routinely and consistently communicate in languages other than English in the performance of their normal duties.

If a bi-lingual qualified employee is off work for over 15 consecutive calendar days, the employee will not receive the bilingual incentive for the remainder of the leave (unless approved by the Chief of Police). This will not take effect if the employee is out on 4850 disability leave.

The Chief of Police, with approval of the Town Manager, will through use of an outside tester selected by the Town, determine an employee's eligibility for this pay incentive. In order to ensure that employees retain bilingual proficiency, a periodic requalification, by an outside tester selected by the Town, may be required.

Section XVI Longevity Pay (Service)

The Town will pay employees longevity pay based on their full-time service with the Town and any other police agency where they worked full-time as a Police Officer, Police Dispatcher, or Police Services Technician or equivalent. Lateral time serving other police agencies does not apply to the 10, 15 and 20 year levels.

The following percentages will be applied to base pay at the following intervals

3 years 2%

5 years 3%

7 years 4%

10 years 5%

15 years 7.5%

20 years 10%

Lateral time serving other police agencies does not apply to the 10, 15 and 20 year levels.”

Section 3. This amendment clarifying items already present in the MOU, and the side letter thereto effective April 15, 2020, is effective July 1, 2018. Except as expressly modified by this Side Letter, the provisions of the MOU remain in full force and effect. This Side Letter will expire with the term of the MOU, which terminated on June 30, 2022 pursuant to an extension.

This Agreement is hereby executed by the signatories of the Parties on the date specified above.

Exhibit C

SIDE LETTER TO MEMORANDUM OF UNDERSTANDING

BETWEEN TOWN OF FAIRFAX AND FAIRFAX POLICE OFFICERS' ASSOCIATION

Pending the outcome of a meet and confer between the authorized representatives of the Town of Fairfax and Fairfax Police Officer's Association (collectively, "Parties") pursuant to the July 1, 2022 through June 30, 2024 Memorandum of Understanding (the "MOU"), and approval by the Town Council, The Town has determined that it is reasonable and appropriate to clarify certain provisions of this MOU by means of this Side Letter in order to comply with the Public Employees' Retirement Law for use in pension calculations administered by the California Public Employees' Retirement System.

Section 1. The following Sections of the MOU are amended to incorporate the clarifications as follows:

"Section II (Salary Compensation):

B. Department Appointed Positions - Incentive Pay

Appointed positions, as set forth by the Chief of Police, shall consist of the following named positions:

- Administrative Sergeant (No more than one police sergeant or above)
 - The Administrative Sergeant or Watch Commander will be responsible for routinely and consistently supervising or leading subordinate classifications as necessary during the assignment, including shift assignment.
 - If no eligible employee is available, the Chief of Police will be assigned as Watch Commander.
- Detective/Juvenile Officer (No more than one police officer and one sergeant)
 - The Detective/Juvenile Officers are routinely and consistently assigned to detective duties or to enforce laws that restrict the activities of juveniles.
- Lead Dispatcher (No more than one police dispatcher)
 - The Lead Dispatcher will be responsible for routinely and consistently supervising or leading subordinate classifications as necessary during the assignment.

Effective July 1, 2022, any employee appointed to Lead Dispatcher by the Chief of Police shall receive an incentive increase of 15% above their base rate of pay.

An employee appointed to Administrative Sergeant or Detective / Juvenile Officer by the Chief of Police shall receive a salary incentive increase of 5% above their base rate of pay.

Incentive pay will be in effect for the duration of an employee's appointment to one of the above listed positions.

~~In order to retain this appointment and the 5% salary incentive, employees shall be required to continue to meet departmental performance standards. Failure of an employee to maintain this standard shall have the appointment rescinded and the 5% incentive removed from their salary.~~

Employees appointed to these positions are eligible for additional specialty pay (e.g.: Detective or FTO pay) above the 5% base rate of pay incentive already received.

While these appointments have no time limit the Chief of Police reserves the right to abolish any of these positions, as specified in § XXI paragraph A, 1 of the Memorandum of Understanding.

F. Solo Pay: Any officer required to consistently and routinely work patrol alone shall receive an additional 5% of base pay for the hours worked alone, to be paid semi-annually. (See Section IX-Minimum staffing.)

G. Field Training Officer/Communications Trainer/Parking Enforcement: Any employee assigned as a Field Training Officer or as a Communications Trainer or Parking Enforcement trainer, shall receive additional compensation of five percent (5%) of his/her base salary for those hours spent routinely and consistently training an assigned trainee.

H. A 5% graveyard shift differential shall be added to base pay, paid monthly for officers and dispatchers assigned to routinely and consistently work the hours of 7pm to 7am. This will only be payable to officers and dispatchers regularly assigned to the graveyard shift during a rotation. (This will not be applicable to officers or dispatchers filling in or assigned to hold over.) Solo pay pursuant to Section F above will still apply to officers working alone, however any graveyard officer who gets differential pay is not eligible for solo pay.

J. Officer in Charge pay (OIC): Police Officer classification personnel who cover a minimum of five hours or more of a shift in place of a Sergeant or Corporal of Police

shall receive 5% base pay incentive for the time worked in that position with approval of the Chief of Police for routinely and consistently leading or supervising other employees.

K. Bi-Lingual Pay: Full time employees shall receive a base pay incentive of 2.5% for their ability to speak basic conversational Spanish, and 5% for Spanish fluency, which includes reading and writing. Other languages shall be approved by a supervisor at a maximum rate of \$50 per day of use with a maximum of 5% of base pay in a pay period. To be eligible for “other language” pay, employees are required to submit requests to their supervisor. The requests will include a CAD incident or case number documenting the use was related to a police investigative purpose. Fluency in more than one language does not entitle an employee to multiple pay incentives. Employees who maintain eligibility for bi-lingual or “other language” pay routinely and consistently communicate in languages other than English in the performance of their normal duties.

If a bi-lingual qualified employee is off work for over 15 consecutive calendar days, the employee will not receive the bilingual incentive for the remainder of the leave (unless approved by the Chief of Police). This will not take effect if the employee is out on 4850 disability leave.

The Chief of Police, with approval of the Town Manager, will through use of an outside tester selected by the Town, determine an employee’s eligibility for this pay incentive. In order to ensure that employees retain bilingual proficiency, a periodic requalification, by an outside tester selected by the Town, may be required

L. In order to retain special appointments or assignments, employees shall be required to adequately perform their assigned duties and meet departmental standards. Failure of an employee to maintain this standard shall have the appointment rescinded.

Section IV (Holidays) Section B:

HOLIDAYS

A. The Town agrees to provide employees covered by this agreement eleven (12) paid holidays at 10 hours per holiday for a total of 120 hours per year due to required scheduled staffing without regard to holidays. Holiday Pay hours will be calculated using base salary, inclusive of Longevity Pay, Educational Incentive, Lead Worker/Supervisor

Pay, Detective Pay, Juvenile Officer Pay, and other compensation items the Town affirmatively identifies as base salary.

C. One-time in 2022, in the first available pay period on or after approval of this MOU by Town Council, all full-time regular employees of the POA will be credited 10 floating holiday hours in recognition of service which will be cashed out in full on the November 30, 2022, paycheck.

Section XIII (Benefits):

XIII. BENEFITS

F. Uniform Allowance

Sworn Police Officers and the Police Services Technician classifications shall be entitled to a uniform allowance of \$950 per year, and all other uniformed employees are entitled to an allowance of \$650 per year to maintain the non-safety items of uniform equipment as provided by departmental regulations due to the requirement of wearing uniforms while on duty. The uniform allowance shall be payable in the last pay periods of May and November of each year. For new employees, the full amount of the uniform allowance will be paid upon appointment. Uniform allowance is taxable in Box 1 of each employee's W2 form. The payment shall be prorated for those employees who retire or leave employment with the Town as appropriate.

Section XV (Educational Incentive):

XV. EDUCATIONAL INCENTIVE

A. In addition to the base salary established by this agreement, the Town shall pay educational incentive pay in one of the following categories to those employees who meet the criteria set down in the Educational Incentive Pay Program adopted by the Town and agreed to by the Association. Figures listed below at all levels represent an additional 1% effective 7/1/2018

1. Personnel employed in the Police Department in all job classifications with the exception of the Chief of Police shall be eligible for 6% addition to base pay provided that they meet the following experience and educational requirements set forth below.
 - a. An A.A. Degree in Police Science or an Intermediate POST certificate.

- b. In order to ~~retain~~ begin receiving the 6% addition to base pay for POST certificates, police personnel shall be required to meet all requirements identified by the POST Commission, which include attending ~~attend~~ all mandatory training and classes, unless excused by the Chief of Police, to continue to meet departmental performance standards, and to receive an affirmative recommendation from the Chief of Police. If an employee fails to meet these provisions and is no longer eligible for the Intermediate POST certificate due to falling short of POST Commission requirements, his or her salary shall be reduced the amount of the educational incentive. An employee shall not be eligible to re-qualify for the incentive pay step for six months or until they once again meet all requirements of the Intermediate POST certificate.
2. Personnel employed in the Police Department in all job classifications with the exception of Chief of Police shall be eligible for an 8.5% addition to base pay provided that they meet the following experience and educational requirements set forth below.
 - a. A Bachelor's Degree (field of study to be approved by the Chief of Police) or an Advanced POST Certificate.
 - b. In order to begin receiving ~~retain~~ the 8.5% addition to base pay for POST certificates, police personnel shall be required to meet all requirements identified by the POST Commission, which include attending ~~attend~~ all mandatory training and classes, unless excused by the Chief of Police, to continue to meet departmental performance standards, and to receive an affirmative recommendation from the Chief of Police. If an employee fails to meet these provisions and is no longer eligible for the Advanced POST certificate due to falling short of POST Commission requirements, his or her salary shall be reduced by the amount of the educational incentive. An employee shall not be eligible to re-qualify for the incentive pay step for six months or until they once again meet all requirements of the Advanced POST certificate.
3. Personnel employed in the Police Department in all job classifications shall be eligible for a 11% addition to base pay provided that they meet the following experience and educational requirements set forth below.
 - a. Possession of a Supervisor Certificate as established and issued by the California Peace Officer Standards and Training or a Master's Degree.
 - b. In order to begin receiving ~~retain~~ the 11% increase to base pay for POST certificates, police personnel shall be required to meet all requirements identified by the POST Commission, which include attending ~~attend~~ all mandatory training and classes, unless excused by the Chief of Police, to

continue to meet departmental performance standards, and to receive an affirmative recommendation from the Chief of Police. If an employee fails to meet these provisions and is no longer eligible for the Supervisor POST certificate due to falling short of POST Commission requirements, his or her salary shall be reduced by the amount of the educational incentive. An employee shall not be eligible to re-qualify for the incentive pay step for six months or until they once again meet all requirements of the Supervisor POST certificate.

4. Personnel employed in the Police Department in the job classification of Lieutenant of Police or higher shall be eligible for a 13.5% increase to base pay provided that they meet the following experience and educational requirements set forth below.
 - a. Possession of a Management Certificate as established and issued by the California Peace Officer Standards and Training.
 - b. In order to begin receiving ~~retain~~ the 13.5% increase to base pay for POST certificates, police personnel shall be required to meet all requirements identified by the POST Commission, which include attending ~~attend~~ all mandatory training and classes, unless excused by the Chief of Police, to continue to meet departmental performance standards, and to receive an affirmative recommendation from the Chief of Police. If an employee fails to meet these provisions and is no longer eligible for the Management POST certificate due to falling short of POST Commission requirements, his or her salary shall be reduced by the amount of the educational incentive. An employee shall not be eligible to re-qualify for the incentive pay step for six months or until they once again meet all requirements of the Management POST certificate .”

Section 2. This amendment clarifying items already present in the MOU is effective July 1, 2022. Except as expressly modified by this Side Letter, the provisions of the MOU remain in full force and effect. This Side Letter will expire with the term of the MOU, which currently has a designated ending date of June 30, 2024.

This Agreement is hereby executed by the signatories of the Parties on the date specified above.