

**AMENDMENT TO THE EMPLOYMENT AGREEMENT BETWEEN  
THE TEHAMA COUNTY SOLID WASTE MANAGEMENT AGENCY AND  
RACHEL ROSS-DONALDSON  
FOR THE POSITION OF TEHAMA COUNTY SOLID WASTE MANAGEMENT  
AGENCY MANAGER**

The Employment Agreement made and entered into on the 7th day of January, 2019 by and between the Tehama County Solid Waste Management Agency Board of Directors (AGENCY), and RACHEL ROSS-DONALDSON (ROSS-DONALDSON formerly known as ROSS), shall be amended as set forth herein.

I. Section 6: Salary shall be amended to read as follows:

For purposes of this agreement, ROSS-DONALDSON shall be considered an overtime-exempt Agency employee. The salary and benefits provided under this agreement shall constitute the total compensation for all services provided by ROSS-DONALDSON under this agreement.

In full consideration for services rendered, and the satisfactory job performance of specified duties, the AGENCY agrees to pay ROSS-DONALDSON hereto an annual salary, payable in twenty-six (26) installments, on the same biweekly basis as other employees of the AGENCY, and prorated on actual hours worked within the annual period. Annual salaries will be as follows:

March 16, 2019 through March 15, 2020	\$7,857.10 Monthly
March 16, 2020 through December 31, 2020	\$8,270.63 Monthly
January 1, 2021 through March 15, 2021	\$100,447.56 Annually
March 16, 2021 through March 15, 2022	\$100,447.56 Annually

In the event that, after the effective date of this amendment, the County of Tehama agrees to a percentage increase in salary for all classifications represented by the Tehama County Management Employees Association, ROSS-DONALDSON'S salary will be increased by an equal percentage. Any such increase in ROSS-DONALDSON'S salary shall be effective for all calendar months commencing after the effective date of the increase in the Management employee salary.

Notwithstanding any other provisions of this contract, AGENCY'S Board of Directors reserves the right, in its sole discretion, to increase the compensation paid by AGENCY to ROSS-DONALDSON during the term of this contract. The compensation stated in this contract shall not be deemed to be a fixed amount for the entire term of this contract, and may be increased, in the discretion of the Board of Directors, consistent with the California Constitution, article XI, Section 10, subdivision (a).

Except as provided in the cell phone allowance, partial months will be prorated based on the number of days this contract is in force during the month calculated as a percentage of the total number of calendar days in the month.

II. Section 7: Department Head Stipend shall be removed as of January 1, 2021

III. Section 12: Personal Time Off shall be amended to read as follows:

In lieu of accruing vacation or sick leave, ROSS-DONALDSON shall accrue and have credited to her personal account, Personal Time Off (PTO) leave. PTO shall accrue at a rate of 240 hours per year (9.23 hours per pay period) of full-time service (prorated for any part-time work or unpaid leaves). Accrual of PTO shall continue until such time ROSS-DONALDSON has accrued a total balance of five hundred (500) hours, at which point the accrual of additional time beyond 500 hours shall cease.

ROSS-DONALDSON shall have one (1) personal holiday (8 hours) added to her PTO balance each July 1st, subject to the 500-hour cap.

The Board of Directors may, in its discretion and at ROSS-DONALDSON's request, compensate ROSS-DONALDSON for up to sixty (60) hours of accumulated PTO leave, once per calendar year, in lieu of PTO time off with pay, consistent with the method utilized by County of Tehama for members of the Tehama County Management Employees Association.

**IN WITNESS WHEREOF**, APPOINTING AUTHORITY, COUNTY, and ROSS-DONALDSON have executed this agreement on the day and year set forth below.

Date: 1/4/2021

  
Chair, Tehama County Solid Waste Management  
Agency Board of Directors

Date: 1/5/2021

  
RACHEL ROSS-DONALDSON

**Approved as to form:**

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Collin Bogener, Agency Counsel

(Based on International City/County Management Association and California City Management Foundation models)