

March 27, 2009

MEMORANDUM

TO: All City Employees

FROM: Barbara Santos, Deputy Director of Human Resources

RE: Information Regarding City of Modesto
Voluntary Separation & Retirement Incentive Programs

The City is offering eligible City employees an opportunity to participate in Voluntary Separation and Retirement Incentive Programs. As outlined in the City Manager's memorandum earlier this week the Voluntary Separation Program is open to any City employee who has at least 5 full years of continuous regular service. The Retirement Incentive Program is open to any City employee who is retirement eligible and who has at least 5 full years of continuous regular service.

As part of offering this type of incentive program, the City is required by federal law (29 USC §626; 29CFR §1625.22) to provide information regarding the age by classification of eligible employees and the age by classification of employees who are not eligible for each program. Because we are offering two programs with different eligibility criteria, we are providing a total of four lists:

- Employees Eligible for the Voluntary Separation Program by title and age
- Employees Not Eligible for the Voluntary Separation Program by title and age
- Employees Eligible for the Retirement Incentive Program by title and age
- Employees Not Eligible for the Retirement Incentive Program by title and age

CC: Dania Torres Wong