

RESOLUTION NO. 2024-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF LOS ALAMITOS AND THE TEAMSTERS LOCAL 911 EFFECTIVE JULY 1, 2024 THROUGH JUNE 30, 2028

WHEREAS, the most recent agreement between the City of Los Alamitos and the Teamsters Local 911 expires on October 31, 2024; and,

WHEREAS, the City and Teamsters Local 911 have been engaged in negotiations for a successor Memorandum of Understanding (MOU); and,

WHEREAS, the resulting MOU reflects a four-year package that will enable the City to provide reasonable workforce stability.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS DOES RESOLVE AS FOLLOWS:

SECTION 1. The City Council of the City of Los Alamitos, California, finds that the above recitals are true and correct.

SECTION 2. The City Council approves and authorizes the Mayor to execute the Memorandum of Understanding between the City of Los Alamitos and the Teamsters Local 911 effective July 1, 2024 through June 30, 2028, incorporated herein by reference and attached as "Exhibit A."

SECTION 3. The salary steps and ranges of all classifications governed by this Resolution shall be as specified in "Exhibit B" and attached hereto and incorporated by reference.

SECTION 4. The City Clerk shall certify as to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 22nd day of July 2024.

Signed by:

Jordan B. Nefulda

20FB50B2CEDB450...

Jordan B. Nefulda, Mayor

ATTEST:

Signed by:
Windmera Quintanar
54BCC26B4CA8409...
Windmera Quintanar, MMC, City Clerk

APPROVED AS TO FORM:

Signed by:
Michael S. Daudt
350A1F4BDEFA45B...
Michael S. Daudt, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LOS ALAMITOS)

I, Windmera Quintanar, MMC, City Clerk, of the City of Los Alamitos, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council held on the 22nd day of July 2024, by the following vote, to wit:

AYES: COUNCILMEMBERS: Doby, Hasselbrink, Hibard, Murphy, Nefulda
NOES: COUNCILMEMBERS: None
ABSENT: COUNCILMEMBERS: None
ABSTAIN: COUNCILMEMBERS: None

Signed by:
Windmera Quintanar
54BCC26B4CA8409...
Windmera Quintanar, MMC, City Clerk

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF LOS ALAMITOS AND TEAMSTERS LOCAL 911
2024- 2028**

This Memorandum of Understanding (“MOU”) has been prepared pursuant to Government Code Sections 3500, et seq., as amended, which is generally referred to as the “Meyers-Milias-Brown Act.” This agreement has been developed as a result of good faith meet and confer efforts by TEAMSTERS Local 911 (“TEAMSTERS”) and the City of Los Alamitos (“City”). The items in this agreement are subject to the approval of the Los Alamitos City Council and will be effective upon the adoption of necessary ordinances and resolutions.

1. TERM

The parties agree that the provisions contained herein shall be subject to all applicable laws and shall cover the period of July 1, 2024 through June 30, 2028.

2. RECOGNITION

The City hereby recognizes TEAMSTERS as the exclusive representative of the employee representation unit consisting of the following classifications:

**Accountant
Assistant Planner
Associate Planner
Code Enforcement Officer
Department Secretary
Finance Assistant
Lead Foreman
Maintenance Foreman
Maintenance Worker
Maintenance Worker I
Planning Aide
Receptionist
Records Clerk
Records Specialist
Recreation Coordinator
Secretary
Senior Finance Assistant
Senior Maintenance Worker**

The City and TEAMSTERS agree that the provisions of this MOU will apply equally to all employees covered herein without favor or discrimination because of race, religion, color, creed, national origin, gender, sex, sexual orientation, gender expression, gender identification, marital status, age, mental or physical disability, genetic information, military or veteran status, reproductive health decision making, and/or any other category protected by federal or state law. Nothing contained herein shall be construed to deny those employees who do not belong to TEAMSTERS from representing themselves.

3. ACCESS TO WORK LOCATIONS

Access to employee locations shall be granted to officers of TEAMSTERS and its official representatives for the purpose of processing grievances or contacting members of TEAMSTERS concerning business within the scope of representation. Such officers or representatives of TEAMSTERS shall not enter any locations without requesting the prior written consent of the City or its authorized representative. Access shall be restricted so as to not interfere with the normal operations of any Department or with established safety or security requirements.

4. CITY RIGHTS

The rights of the City include authority under state law, but are not limited to the exclusive right to determine the mission of its constituent departments, commissions and board; set standards and levels of service; determine the procedures and standards of selection for employment and promotion; direct its employees; take disciplinary action; relieve its employees from duty because of lack of work or for other legitimate reasons; maintain the efficiency of governmental operations; determine the methods, means and personnel by which government operations are to be conducted; determine the content of job classifications; determine style and/or types of City-issued wearing apparel equipment or technology used, establish and enforce dress and grooming standards; assign work to and schedule employees in accordance with requirements as determined by the City and establish and change work schedules and assignments upon reasonable notice; and determine organization structure, size and composition of the work force; take all necessary actions to carry out its mission in emergencies; and exercise complete discretion over its organization and the technology of performing its work.

In exercising the above rights, the City shall comply with all applicable provisions of this Agreement and the Meyers-Milias Brown Act with respect to negotiable matters and impacts bargaining.

In exercising the above rights, the City shall not in any way, directly or indirectly, be subject to the grievance procedure herein, provided the City has complied with all applicable provisions of this Agreement and all applicable State laws.

In the event the City fails to comply with terms of this Agreement, such failure shall be subject to the grievance procedure.

5. SALARY SCHEDULE ADJUSTMENT

The City will increase the salary ranges of all represented classifications as provided below. Salary ranges shall be adjusted in accordance with the following:

Effective the first full pay period following July 1, 2024, Exhibit A1	8.0%
Effective the first full pay period following July 1, 2025, Exhibit A2	3.0%
Effective the first full pay period following July 1, 2026, Exhibit A3	3.0%
Effective the first full pay period following July 1, 2027, Exhibit A4	4.0%

6. INTENTIONALLY LEFT BLANK

7. PAY FOR PERFORMING WORK IN A HIGHER CLASSIFICATION

An employee designated to work in a higher classification shall receive an extra five percent (5%) of the employee's current base salary for out of class pay, as additional compensation for all time spent in the acting position in excess of five consecutive working days and continuing only until such time as the employee is returned to their original job classification. Employees transferred to a higher classification for training purposes, to under fill a higher- level position, or to avoid a layoff shall not be eligible for this out of class pay.

8. PAY FOR PERFORMING WORK IN TWO EQUAL CLASSIFICATIONS

An employee assigned with the approval of the City Manager or designee to perform all or substantially all of the duties of a position in the same class as the employee's regular position or another class having the same maximum salary in addition to the employee's regular duties shall receive a minimum of five percent (5%) of the employee's current base salary as additional compensation for time spent in the additional position in excess of thirty (30) days and continuing only until such time as the assignment is terminated. Employees assigned to perform the duties of an additional position for training purposes, to under fill a higher-level position, or to avoid layoff shall not be eligible for this differential.

9. VACATION

A. Purpose

The purpose of annual vacation is to enable each eligible employee annually to return to work refreshed.

B. Basis of Accrual

New employees shall begin accrual of vacation leave effective their first day of employment. New employees shall not be allowed to take vacation leave until six (6) months of continuous full-time service have been completed. Vacation leave shall accrue to employees on a bi-weekly basis at a pro-rated amount equivalent to the annual amounts specified below. No employee may accumulate more than 300 hours of vacation leave. When an employee's accumulated vacation leave balance reaches 300 hours, that employee shall not accrue any further vacation leave until such time as the employee's accumulated vacation leave balance is reduced below 300 hours.

Vacation leave shall be accrued as follows:

<u>Years of Service</u>	<u>Hours</u>
<u>0-2</u>	<u>80</u>
<u>3</u>	<u>88</u>
<u>4</u>	<u>96</u>
<u>5</u>	<u>104</u>
<u>6</u>	<u>112</u>
<u>7</u>	<u>120</u>
<u>8</u>	<u>128</u>
<u>9</u>	<u>136</u>
<u>10</u>	<u>144</u>
<u>11</u>	<u>152</u>
<u>12</u>	<u>160</u>
<u>13</u>	<u>168</u>
<u>14</u>	<u>176</u>

C. Effect of Holidays on Vacation Leave

If one or more municipal holidays take place while an employee is on vacation leave, such holiday or holidays shall not be charged as vacation leave, but shall be credited as a holiday.

D. Effect of Leave of Absence on Accrual of Vacation Leave

An employee may not accrue vacation leave while he or she is on a leave of absence without pay. Upon return to the City, an employee shall continue his or her regular accrual of vacation leave. The time an employee spends on a leave of absence without pay shall not count toward years of service for the accrual of vacation leave.

E. Compensation for City Work During Vacation Prohibited

No employee shall be permitted to work for compensation for the City in any capacity while they are on vacation leave from City service. This clause shall not limit the City's right to recall an employee from vacation and back to work in the event of an emergency and place him or her on regular pay status.

F. Scheduling Vacations

An employee must request and obtain approval from his or her Department Director prior to taking vacation leave, which shall be determined with due regard for the wishes of the employee and particular regard for the needs of service.

G. Annual Vacation Payoff

Employees may receive pay for up to one hundred sixty (160) hours of accumulated vacation time during the calendar year provided they have used a minimum of eighty (80) vacation hours during the previous calendar year.

Employees not using at least 80 hours of vacation during the previous calendar year may receive vacation payoff if such payoff is recommended by the Department Director and approved by the City Manager.

H. Vacation Payoff Upon Termination

Employees who terminate employment shall be paid in a lump sum for all accumulated vacation leave time at their current rate of pay in effect upon termination.

When separation is caused by the death of an employee, payment shall be made to the estate of the employee, subject to applicable state or federal law.

10. SICK LEAVE

A. Accrual and Use of Sick Leave

Sick leave with pay shall be accrued at the rate of eight (8) hours for each full calendar month of service. Accumulation shall be unlimited.

Employees may use accrued paid sick leave in a 12-month period for the following reasons: (1) the employee's own diagnosis, care, treatment or preventative care of an existing health condition or disability; (2) the diagnosis, care, or treatment of an existing health condition or preventative care for an employee's family member, including the employee's spouse, registered domestic partner, child, parent, parent-in-law, grandparent, grandchild or sibling; an employee may also designate one person per 12-month period at the time the employee requests sick leave; (3) a prescheduled doctor, dental or optometry appointment which has been approved by the employee's Department Director; (4) to obtain any relief or services related to being a victim of domestic violence, sexual assault, or stalking, with appropriate certification of the need for such services.

B. Proof of Illness

If an employee is absent on paid sick leave in excess of three (3) work days (not including statutory protected leave), the employee may be required to file with the City a physician's certificate verifying the need for such absences. Proof of violation of sick leave privileges may result in disciplinary action and/or loss of pay when in the opinion of the Department Director the employee has abused such privileges. Employees on approved Family Medical Leave for intermittent illness or injuries shall not be required to show proof of illness for each instance of sick leave usage.

C. Notification

An employee's need for absence from duty due to personal or family illness shall be reported to their immediate supervisor or Department Director as soon as

practical after the employee is aware that they cannot report to duty and are able to give such notice, generally, no later than thirty (30) minutes prior to the beginning of the employee's assigned shift or as may be specified by their Department Director. Extenuating circumstances may prevent an employee from meeting the thirty minute minimum notification. Employees may be asked to verify extenuating circumstances consistent with the provisions of this agreement.

D. Effect of Holidays on Sick Leave

Observed holidays occurring during sick leave shall not count against the employee's use of sick leave hours.

E. Annual Sick Leave Payoff

An employee shall be allowed to accumulate sick leave from year to year. In December, upon the written request of the employee, the City shall compensate the employee for either: (1) up to 25% of his or her unused sick leave earned in the calendar year of distribution; or (2) up to twenty-four (24) hours of accumulated sick leave provided that a minimum of 480 hours remains in the employee's account.

F. Regular Service Retirement Sick Leave Options

Upon regular service retirement, as defined by the California Public Employees' Retirement System, an employee may receive compensation for accumulated sick leave under either of the following two options:

- (1) A lump sum payment of 25% of the first 720 hours of accumulated sick leave and 50% of the hours between 720 and 1,040. There will be no compensation for any hours in excess of 1,040 under this option. Said sum shall be based on the salary rate being paid at the time of the employee's service retirement.
- (2) An exchange of all accumulated sick leave for service credit time in the Public Employees' Retirement System.

An employee must choose option 1 or 2. An employee will not be allowed to do both.

F. Calculation of Overtime

Any Sick Leave taken pursuant to this Section 10 (Sick Leave) of the MOU shall not be counted in calculating eligibility for, or the amount of, overtime pay during the same pay period in which Sick Leave is taken.

11. BEREAVEMENT LEAVE

Whenever an employee is compelled to be absent from duty by reason of death or critical illness (where death appears imminent) of members of the employee's or spouse's or registered domestic partner's immediate family (father, mother, brother, sister, spouse, children, grandmother, grandfather, or grandchildren), they shall be entitled to a leave of absence for a period not to exceed five working days. The City shall provide three days of paid bereavement leave; an employee may use available accruals, including sick leave, for the remaining two days of bereavement leave, or take the time unpaid. Where such death or critical illness has occurred, the employee shall furnish satisfactory evidence of such death or illness to his or her Department Director. Such leave of absence shall not be allowed in any case where in the preceding six (6) calendar months a leave on the grounds of critical illness of that same relative has been granted.

12. TEMPORARY DISABILITY LEAVE

A. Industrially Related Disability

Employees shall be entitled to the benefits under this sub-section only after the City has determined that the disability is industrially related. If an employee is injured on the job to such an extent that temporary industrially related disability leave is necessary, the employee's salary shall be continued at the full rate of pay for a period up to thirty (30) calendar days with no charge to sick leave. After thirty (30) calendar days, the employee may utilize accrued sick leave, vacation leave and compensatory time off to supplement the benefits received pursuant to worker's compensation laws to provide for full salary maintenance during the period of temporary industrially related disability.

Further disability leave benefits and requirements shall be provided as set forth in the City of Los Alamitos' Family Care and Medical Leave Policy.

An employee shall not accrue sick leave, vacation leave, other benefits or seniority while they are on a leave without pay pursuant to this sub-section. The employee shall not forfeit any benefits or seniority accrued prior to the commencement of the leave without pay.

B. Non-Industrial Related Disability

Upon submission of a certificate from a licensed physician indicating that an employee shall be placed on temporary disability leave, the employee shall be entitled to non-industrially related temporary disability leave. The employee utilizing non-industrially related temporary disability leave may utilize all accumulated sick leave, vacation leave and compensatory time off to provide for full salary maintenance. When the employee is not using accumulated sick leave, vacation leave and compensatory time off, the absence will be designated as leave without pay.

Further disability leave benefits and requirements shall be provided as set forth in the City of Los Alamitos' Family Care and Medical Leave Policy.

An employee shall not accrue sick leave, vacation leave, other benefits or seniority while they are on a leave without pay pursuant to this sub-section. The employee shall not forfeit any benefits or seniority accrued prior to the commencement of the leave without pay.

13. PARENTAL LEAVE

City shall provide employee parental leaves for eligible employees as required by state and federal law.

The City Manager shall grant an employee's request for a leave of absence without pay for the purposes of pregnancy, childbirth, or because of disability caused by pregnancy related complications, for a period not to exceed seven months, or as required by law. When the employee has notified the City Manager as to the period of the leave of absence required, the employee must receive City Manager approval prior to extending parental leave.

The City Manager shall grant the request of an employee for a leave of absence without pay for a period not to exceed six months to care for their newborn child. When the employee has notified the City Manager as to the period of the leave of absence required, the employee must receive City Manager approval prior to extending parental leave.

The City Manager may grant an employee's request for a leave of absence without pay to care for a newly adopted child for a period not to exceed 6 months. The employee shall provide documentation to support the request for adoption leave. When the employee has notified the City Manager as to the period of the leave of absence required, any change in the length of the period of leave shall not be effective unless approved by the City Manager.

An employee shall not accrue sick leave, vacation leave, other benefits or seniority while they are on a leave of absence without pay pursuant to this sub-section; provided, however, an employee on leave pursuant to the Family Medical Leave Act or the, California Family Rights Act or Pregnancy Disability Leave law shall continue to receive health insurance premium payments required by the FMLA or CFRA or Pregnancy Disability Leave law. The employee shall not forfeit any benefits or seniority accrued prior to the commencement of the Parental Leave.

Where permitted by law, leave granted under this Parental Leave Section shall run concurrently with leave as provided in the City of Los Alamitos' Family Care and Medical Leave Policy, and the pregnancy disability leave portions of the California Fair Employment and Housing Act.

14. JURY DUTY

Subject to the exception described below, the City shall compensate an employee on jury duty for up forty (40) working hours within a calendar year. When called to jury duty, an employee, having provided at least five (5) working days written notice, shall be entitled to his or her regular compensation provided that said employee deposits their compensation fees for jury service with the Finance Officer. Employees released early from jury duty shall report to their supervisor for the duration of their shift. Employees shall be entitled to keep mileage reimbursement pay while on jury duty. Consideration for salary continuation in excess of forty (40) working hours shall be conditioned upon sufficient evidence being presented to the City Manager that: (1) the employee advised the Court of a forty (40) working hour limitation on salary continuation being provided by the City, (2) requested dismissal from jury duty, and that the Court did not excuse the employee from jury service.

15. LEAVE OF ABSENCE WITHOUT PAY

Any employee may be granted a leave of absence without pay of less than ninety (90) days with the approval of his or her Department Director and the City Manager. A request for a leave of absence of Ninety (90) days or more must also be approved by the City Manager.

A. Authorization Procedure

Requests for leave of absence without pay shall be made upon forms prescribed by the City Manager. The employee shall state the reason for the request, the date when the absence is to begin, and the probable date of return. The request shall normally be initiated by the employee. Upon written recommendation of the Department Director that it be granted, modified or denied, the request shall be promptly transmitted to the City Manager for consideration. A copy of the approved request for absence without pay shall be promptly delivered to the Assistant City Manager and the employee.

B. Length of Leave and Extension

A leave of absence without pay may be made for a period of ninety (90) days or more, typically not to exceed six (6) months. Conditions for granting an extension of up to six (6) months shall be the same as that in granting the original leave, provided that the extension request is made at least fourteen (14) calendar days prior to the expiration of the original leave.

C. Return from Leave

When an employee intends to return from an authorized leave of absence without pay, he or she shall contact his or her Department Director at least fourteen (14) calendar days prior to the day he or she plans to return. The Department Director shall promptly notify the City Manager of the employee's intention.

D. Leave Without Pay - Insurance Payments

An employee on leave without pay may continue his or her City insurance benefits (medical, vision, dental and life) by reimbursing the City for the cost of insurance on a monthly basis during the period of the leave. Failure to reimburse the City for such benefits during the term of the leave of absence will result in the employee's coverage terminating on the first day of the month following the month in which the last payment was received.

E. Leave Without Pay - Other Benefits

An employee shall not accrue sick leave, vacation leave, other benefits or seniority while they are on a leave of absence without pay pursuant to this sub-section. The employee shall not forfeit any benefits or seniority accrued prior to the commencement of the leave without pay.

F. Family Medical Leave – Insurance Payments

The City will continue to make insurance contributions for a maximum of twelve (12) weeks on behalf of employees on approved Family Medical Leave and for eligible pregnant employees, up to four (4) months for pregnancy disability leave and additional twelve (12) weeks for baby-bonding. Employees on approved Family Medical Leave and pregnancy disability leave will continue to be responsible for their out-of-pocket contribution toward insurance costs.

16. HOLIDAYS

A. Authorized Holidays

Employees shall be entitled to the following holidays with pay each calendar year as well as other such days as may be designated by action of the City Council:

- January 1 (New Years Day)
- The third Monday in January (Martin Luther King Jr.'s Birthday)
- The third Monday in February (President's Day)
- The last Monday in May (Memorial Day)
- July 4 (Independence Day)
- The first Monday in September (Labor Day)
- November 11 (Veterans Day)
- The fourth Thursday in November (Thanksgiving Day)
- The Friday after Thanksgiving Day
- December 24 (Christmas Eve)
- December 25 (Christmas)

Employees shall receive twenty (20) hours of floating holiday time to be used by the employee with Department Director approval during the calendar year (January 1 – December 31).

No employee may accumulate more than a total of twenty (20) floating holiday hours. On January 1 of each year, each employee will receive only the number of floating holiday hours that is necessary to bring the accumulated total to twenty (20) hours.

For employees working a 9/80 schedule, all regular holidays shall be paid at nine (9) hours for holidays falling on Monday through Thursday and eight (8) hours for holidays falling on Friday. For employees working a 5/40 schedule, all regular holidays shall be paid at eight (8) hours. For employees working a 4/10 schedule, all regular holidays shall be paid at ten (10) hours.

B. Floating Holidays for New Employees

At the time of hire, new employees shall receive the following floating holiday hours based upon their date of hire on a prorated basis:

<u>Date of Hire</u>	
January 1 – March 31	20
April 1 – June 30	15
July 1 – September 30	10
October 1 – December 31	0

C. Procedure if Holiday Falls on Saturday or Sunday

When a holiday falls on a Saturday, the preceding Friday shall be observed as the holiday. When a holiday falls on a Sunday, the following Monday shall be observed as the holiday, except for Christmas Eve which shall be observed on the preceding Friday.

D. Procedure if Christmas Eve Falls on a Friday

When Christmas Eve falls on a Friday, the preceding Thursday shall be observed as the Holiday.

E. Employees Required to Work on Holiday

Non-exempt employees on a 9/80 schedule that are required to work on any holiday which he or she is entitled to take off under the provisions hereof shall receive compensation therefore at the rate of one and one-half times their regular rate of pay for actual hours worked, plus nine (9) hours of equivalent time off if the holiday falls on Monday through Thursday and eight (8) hours of equivalent time off if the holiday falls on Friday, as determined by their Department Director. Such

employees working on the Fourth of July shall receive an eight (8) or nine (9) hour holiday, depending on the day of the week on which the holiday falls, which can be used between the dates of July 6 and 12 as determined by their Department Director, subject to the City's service needs.

Non-exempt employees on a 5/40 schedule that are required to work on any holiday which he or she is entitled to take off under the provisions hereof shall receive compensation therefore at the rate of one and one-half times their regular rate of pay for actual hours worked, plus eight (8) hours of equivalent time off as determined by their Department Director. Such employees working on the Fourth of July shall receive an eight (8) hour holiday between the dates of July 6 and 12 as determined by their Department Director. All employees who are scheduled to work on any holiday which he or she is entitled to take off under the provisions hereof, and who are in fact absent, shall receive full compensation therefore at the straight time rate.

Non-exempt employees on a 4/10 schedule that are required to work on any holiday which he or she is entitled to take off under the provisions hereof shall receive compensation therefore at the rate of one and one-half times their regular rate of pay for actual hours worked, plus ten (10) hours of equivalent time off as determined by their Department Director. Such employees working on the Fourth of July shall receive a ten (10) hour holiday between the dates of July 6 and 12 as determined by their Department Director. All employees who are scheduled to work on any holiday which he or she is entitled to take off under the provisions hereof, and who are in fact absent, shall receive full compensation therefore at the straight time rate.

17. HOURS OF WORK

Employees shall have a work schedule with specific hours to be worked as prescribed by the Department Director with the approval of the City Manager.

The City Manager may change an employee's work schedule or hours at any time to meet the requirements of the City. Except in cases of emergency, an employee shall be provided at least 14 days notice prior to any schedule changes in excess of one month.

To the extent the City Manager determines practicable, unit employees may be scheduled to work a "4/10 schedule." The 4/10 work schedule shall be defined as working four (4) ten (10) hour days each week, plus an unpaid lunch break during each shift that shall last at least one-half ($\frac{1}{2}$) hour in duration but shall not exceed one (1) hour in duration, totaling forty (40) hours in each workweek. The 4/10 work schedule shall not reduce service to the public, departmental effectiveness, productivity and/or efficiency as determined by the City Manager or their designee.

18. ATTENDANCE

Employees shall be in attendance at their workstation in accordance with the rules regarding hours of work, holidays, and leaves. All departments shall keep daily attendance records of employees, which shall be reported to the Director of Administrative Services on a City-approved form and on the dates specified.

Failure on the part of an employee, who is absent without authorization or permission, to return to duty within twenty-four (24) hours after a due notice to return to duty has been issued through a registered letter, shall constitute resignation from City service by the employee. Before the resignation goes into effect, the employee shall be given notice and an opportunity to respond to the City Manager or their designee.

19. OVERTIME

It is the policy of the City of Los Alamitos to avoid the necessity for overtime work whenever possible. In cases of emergency or whenever public interest or necessity requires, any employee may be directed by proper authority to perform overtime work. Employees must obtain approval from their supervisors prior to working any overtime; an employee's failure to do so may subject him or her to disciplinary action, up to and including termination from employment.

A. Workweek

The workweek for all Unit Employees shall be 168 regularly recurring hours. For Unit Employees working a schedule other than the 9/80 work schedule, the workweek shall begin at 12:01 a.m. Sunday and end at 12:00 a.m. (midnight) the following Saturday. For Unit Employees working the 9/80 work schedule, each Unit Employee's designated Fair Labor Standards Act ("FLSA") workweek (168 hours in length) shall begin exactly four (4) hours after the start time of their eight (8) hour shift on the day of the week that corresponds with the Unit Employee's alternating regular day off. Unit Employees working a 9/80 work schedule will have a regular day off every other week as determined by the City.

All non-exempt employees, as defined by the Fair Labor Standards Act, shall be paid at the rate of one and one-half times their regular rate of pay for all hours worked in excess of forty (40) during their designated seven-day workweek.

B. Compensatory Time

At the discretion of the employee, overtime may be compensated at either one and one-half times the regular rate of hourly pay or compensatory time earned at the rate of time and one-half. The maximum accumulation of compensatory time shall be 120 hours. Should an employee desire to take compensatory time off, he or she shall file a written request with his Department Director who shall grant the requested time off unless it interferes with normal operational staffing of the Department.

Upon termination of the employee, all compensatory time shall be paid off at the salary rate in effect.

C. Training Time

Attendance at training schools/facilities, which improves the performance of regular tasks and/or prepares the employee for job advancement, is not compensable for hours in excess of regularly scheduled department approved training time. Any time spent in excess of regularly scheduled department approved training time will not be counted as working time and is not compensable in any manner whatsoever. Time spent in studying and other personal pursuits are not compensable hours of work even though the employee may be confined to campus or barracks twenty-four (24) hours a day.

Travel time to and from a training facility outside the employee's normal work shift is not compensable hours of work. Mandatory training as required by the Department is compensable for actual time spent in training. Employees on an alternative work schedule (i.e., 4/10 or 9/80) shall receive full compensation for their respective shift for an eight (8) hour training session.

D. City Vehicle Use

Employees who are provided with a City vehicle to travel to and from work shall not be compensated in any manner whatsoever for such travel time. Monitoring a radio or other communication device while driving to or from work is not compensable time.

20. ATTENDANCE AT COMMISSION MEETINGS

Non-exempt employees who are required to attend Commission meetings that extend beyond their assigned schedule shall be compensated at the rate of one and one-half times their regular rate of pay for a minimum of two hours.

21. CALL BACK PAY

Call back duty occurs when an employee is unexpectedly ordered by their Department Director to return to duty following the termination of their normal work shift because of unanticipated work requirements. Call back does not occur when an employee is held over from their prior shift or is working prior to their regularly scheduled shift. An employee called back to duty shall be paid a minimum of four (4) hours compensation at the rate of one and one-half times their regular rate of pay commencing when he or she reports for duty. The employee shall be required to remain on duty only until the task that required the call back is complete and shall not be required to stay the entire four (4) hours. Any hours worked in excess of four (4) hours shall be compensated at the rate of one and one-half times their regular rate of pay.

22. STANDBY PAY

Standby duty shall be determined and assigned at the sole discretion of the Public Works Director.

- A. Standby duty shall be defined as time outside of an employee’s scheduled work shift when the employee must remain prepared to respond to emergencies or other unplanned events which require prompt attention.
- B. While on such duty, employees shall carry an electronic pager, cellular phone, or other communication device so that they may be alerted to the need to respond to an emergency or urgent situation.
- C. Employees participating in Standby Duty shall be compensated at a rate \$35 per weekday and \$50 per weekend and/or holiday for each twenty four (24) hour period that they spend on said duty.
- D. While performing Standby Duty, employees must respond within a reasonable time following notification of the callback and must have access to transportation at all times.
- E. Employees shall not consume, be impaired by or have in their biological system alcohol or drugs while performing Standby Duty. All of the provisions of the City of Los Alamitos Alcohol and Drug Use Policy shall apply to employee’s participation in Standby Duty.

23. MONTHLY MEDICAL INSURANCE CONTRIBUTION

The City shall contribute a monthly allowance toward the payment of premiums for affected employees and dependents under the existing health, dental, and optical insurance programs.

The City shall contribute a monthly allowance toward the payment of premiums as follows:

	Employee Only	Employee +1	Family
January 1, 2024	\$1319	\$1419	\$1469
January 1, 2025	\$1319	\$1750	\$1800
January 1, 2026	\$1319	\$1850	\$1950
January 1, 2027	\$1319	\$1950	\$2100
January 1, 2028	\$1369	\$2050	\$2250

Any contribution necessary to maintain benefits under any insurance program in excess of the City’s monthly contribution shall be borne entirely by the employee.

Any employee who can certify that they are insured under another health plan, which has equal or better coverage than the City’s plan, may elect to receive \$500.00 per month in lieu of participation in the City’s health program. Any employee who can certify that they

are also insured under other dental and vision plans having equal or better coverage than the City's plans, may elect to receive an additional \$200.00 per month in lieu of participation in the City's dental and vision programs, for a total of \$700.00 per month of compensation in lieu of health, dental and vision insurance plan participation. The additional \$200 per month in lieu of participation in the City's dental and vision programs, is only available if the employee opts out of the City's medical as well as the dental and vision programs.

24. DENTAL PLAN

The City agrees to make available a dental plan to employees and dependents. Participation in this plan shall be at the option of the employee. Employees electing to participate in this plan may apply excess funds from the City's monthly medical insurance contribution towards the premium payment of the dental plan. Any additional cost in excess of the City's monthly medical insurance contribution shall be borne by the employee.

25. OPTICAL PLAN

The City agrees to make available an optical plan to employees and dependents. Participation in this plan shall be at the option of the employee. Employees electing to participate in this plan may apply excess funds from the City's monthly medical insurance contribution towards the premium payment of the optical plan. Any additional cost in excess of the City's monthly medical insurance contribution shall be borne by the employee.

26. TERM LIFE INSURANCE PLAN

After an employee has worked for sixty (60) days on the City's payroll, the City will provide that employee with term life insurance and accidental life and dismemberment policies effective on the first day of the next month following the completion of the sixty days. Participation in this plan is mandatory. The amount of coverage will be based on one and one-half times the annual salary up to a maximum of \$50,000 of coverage. The City shall pay for this coverage.

27. LONG - TERM DISABILITY PLAN

After an employee has worked for sixty (60) days on the City's payroll, the City will provide each employee with long-term disability coverage based on two-thirds of the employee's monthly salary up to a maximum benefit of \$2,000 per month, effective on the first day of the next month following the completion of the sixty days. Participation in this plan is mandatory. The City shall pay for this coverage.

28. AFFORDABLE CARE ACT REOPENER

During the term of this MOU, either party may reopen labor negotiations for the purpose of discussing potential penalties, taxes or other impacts under the Affordable Care Act.

29. ON CALL COURT PAY

If an employee assigned to the Police Department is required to be on-call for a court subpoena on any day when they are not on duty, they shall be compensated for two hours at the overtime rate (one and a half times) per session (morning and afternoon). At the discretion of the employee, this compensation may be taken as payment or accumulated as compensatory time off. Employees are not eligible for this compensation if they are taken off on-call status and notified before 5:00 p.m. the day before they are scheduled to appear in court.

An employee called into court while on-call, as described above, shall receive a minimum of 4 hours pay, compensated at the overtime rate, in lieu of any on-call pay described in the above paragraph. At the discretion of the employee, this compensation may be taken as payment or accumulated as compensatory time off.

30. RETIREES' MEDICAL INSURANCE

A. Employees Hired Before August 1, 1994

Only those employees who were hired before August 1, 1994, who have provided ten (10) years of service to the City, and who have reached the age of fifty (50) shall be eligible for insurance hereunder. The City shall contribute to the health and dental premium cost for each employee and his or her spouse or registered domestic partner, upon a regular service retirement as defined by Public Employees' Retirement System law. The City shall contribute an amount equal to the amount then being contributed on behalf of active duty employees, hired before January 1, 1997, pursuant to the Monthly Medical Insurance Contribution section above.

The insurance received for ten (10) years of services with the City at age fifty (50) with a regular service retirement, shall be equal to and subject to the same conditions and plans provided to the active bargaining unit employees. To receive this benefit, the employee must apply within 120 days of separation from service.

City-paid contributions shall continue while either the employee or spouse/registered domestic partner is alive, but shall terminate when the employee or spouse/registered domestic partner becomes eligible for Medicare, MediCal or other public supported health insurance; or when coverage has been for a period equal to the number of years of the employee's service to the City.

Employees retiring under a regular service retirement shall be allowed to participate in the City's optical and life insurance policies at their expense. Failure to reimburse the City within thirty (30) days will result in the termination of this coverage.

B. Employees Hired After August 1, 1994

Only those employees who were hired on or after August 1, 1994, who have provided fifteen (15) years of service to the City, and who have reached the age of fifty-five (55) shall be eligible for insurance hereunder. The City shall contribute to the medical and dental premium cost for each employee and his or her spouse or registered domestic partner upon a regular service retirement as defined by Public Employees' Retirement System law. The City shall contribute an amount equal to the amount then being contributed on behalf of active duty employees at the employee plus two rate pursuant to the Monthly Medical Insurance Contribution section (Section 23) above.

The insurance coverage employees receive for fifteen (15) years of service with the City at age fifty-five (55) with a regular service retirement, shall be equal to and subject to the same conditions and plans provided to the active bargaining unit employees. To receive this benefit, the employee must apply within 120 days of separation from service.

City-paid contributions shall continue while either the employee or spouse/registered domestic partner is alive, but shall terminate when the employee or spouse becomes eligible for Medicare, MediCal or other public-supported health insurance; or when coverage has been for a period equal to the number of years of the employee's service to the City.

Employees retiring under a regular service retirement shall be allowed to participate in the City's optical and life insurance policies at their expense. Failure to reimburse the City within thirty (30) days will result in the termination of this coverage.

C. Minimum Retiree Medical Contribution

Employees who retire from City services shall, at a minimum, be provided the retiree health stipend required by PERS law, also known as the Public Employees' Medical and Hospital Care Act (PEMHCA) minimum,

31. DEFERRED COMPENSATION

Members may take loans, including mortgage loans, against their deferred compensation balances to the extent allowed by law. It shall be the sole responsibility of the individual member to understand the potential tax ramifications associated with such a loan. The City will execute paperwork with the Deferred Compensation carriers to ensure that it will

no longer be a requirement to obtain prior approval from the City before obtaining such a loan.

The City shall offer a Roth IRA to all 457 participants at the employee's discretion.

32. EDUCATION REIMBURSEMENT

All bargaining unit employees are eligible for reimbursement by the City for tuition in connection with educational endeavors. Tuition reimbursement shall not exceed the per unit cost charged by the California State University System. The per unit cost shall be based on three (3) units if one (1) class is taken during a quarter or semester, or based on six (6) units if more than one (1) class is taken during a quarter or semester. Only those courses, which have a bearing on the employee's position with the City, will be considered by the City Manager for reimbursement.

In order to be reimbursed, an employee must submit a request for reimbursement to his or her Department Director for recommendation to the City Manager. The request must be in writing and include the name of the school, the course title, the cost of enrollment, and the reasons why the course is beneficial to the employee and City. The employee does not need to be enrolled in the course at the time to be approved. The request will then be forwarded to the City Manager for final approval or disapproval.

The employee will pay for all costs associated with the approved course. In order to be reimbursed, an employee must submit proof of successful completion of the course. In graded courses, a letter grade of C or better is required for completion; in a pass/fail course, a pass is required for completion; and in a credit/no credit course, a credit is required for completion.

An employee must also submit receipts for tuition expense. This will then be processed through the Finance Department.

33. RETENTION-PERFORMANCE BONUS

Upon completion of five (5) consecutive years of service as a Full Time Employee to the City of Los Alamitos, an employee will be eligible to receive a \$5,000 retention-performance bonus, and a \$10,000 retention-performance bonus at each five-year increment thereafter (i.e., years then (10), fifteen (15), twenty (20) et cetera.). The retention-performance bonus will be awarded at each milestone evaluation/anniversary date where an employee earns at least a meets expectations (or equivalent) rating on their performance evaluation. The retention-performance bonus is not PERSable and will not be reported as pensionable compensation. The retention-performance bonus will be awarded on the milestone anniversary date only and not each year.

34. RETIREMENT

Except as set forth below, retirement benefits are provided for personnel under the 2.7% at 55 Plan of the Public Employees Retirement System, the Level 4 of the 1959 Survivor Benefit and the Pre-Retirement Option 2 Death Benefit.

The City shall pay the employer share of the CalPERS retirement contribution as actuarially determined by CalPERS for each fiscal year covered by the Agreement for the 2.7% at 55 retirement benefit level and at the 2% at 62 level for New Employees (as defined below).

“New” members of PERS shall be placed in the 2%@62 retirement tier. They shall pay the statutorily required contribution rate as defined in California Government Code Section 7522.30 (PEPRA) and determined by PERS. This rate shall be one half (1/2) of the normal cost of the benefit. “New” members are defined in California Government Code Section 7522.04 (PEPRA). “Legacy” members shall be those members not deemed to be “new” members.

“Legacy” members pay 100% of the mandated CalPERS member contribution, which is 8% of compensation.

At no time during this agreement will the employee be responsible for any part of the Employer’s contribution to the Public Employees Retirement System.

Employees (other than “new” members) qualify for minimum retirement benefits after five years of service and reaching 55 years of age. Unless otherwise required by PEPRA, retirement benefits will be based on the highest twelve months salary as well as employee’s age and length of service.

35. UNIFORM ALLOWANCE

The City shall provide Maintenance Worker I, Maintenance Workers, Senior Maintenance Workers, Maintenance Foreman, Records Clerk and Records Specialist, and Community Liaison Officer with a uniform maintenance allowance of \$25.00 per pay period.

36. CERTIFICATION PAY

Persons employed in the Mechanic and Master Mechanic position classifications who achieve Level 1 Certification for automobile maintenance through the National Institute for Automotive Service Excellence (“ASE”) shall receive additional pay equal to two percent (2%) of their base salary effective the first pay period following proof of certification. Persons employed in the Mechanic and Master Mechanic position classifications who achieve Level 2 Certification for automobile maintenance through ASE shall receive additional pay equal to four percent (4%) of base salary effective. Persons employed in the Mechanic and Master Mechanic position classifications who achieve Master Technician Status through ASE shall receive additional pay in an amount equal to 6% of their base salary. Level 1 ASE Certification Pay is based on the passing any two (2) tests as listed below. Eligible tests shall be from either the Automotive Test or

Medium/Heavy Truck Test categories. Employees must pass two (2) tests from a single category and may not qualify for certification pay by combining and passing tests from two (2) categories. The list of qualified ASE courses and tests are listed below:

AUTOMOTIVE TESTS:

- A1 - Engine Repair
- A2 – Automatic Trans/Transaxle
- A3 – Manual Drive Train and Axles
- A4 – Suspension and Steering
- A5 – Brakes
- A6 – Electrical/Electronic Systems
- A7 – Heating and Air Conditioning
- A8 – Engine Performance

MEDIUM/HEAVY TRUCK TESTS:

- T1 – Gasoline Engines
- T2 – Diesel Engines
- T3 – Drive Train
- T4 – Brakes
- T5 – Suspension & Steering
- T6 – Electrical/Electronic Systems
- T7 – Heating, Ventilation, & Air Conditioning
- T8 – Preventive Maintenance Inspection

Employees eligible for ASE Certification pay shall not receive an increase in excess of six percent (6%) of base pay regardless of the number of ASE certified courses and tests passed.

Employees shall be responsible for maintaining and keeping current ASE certifications. Employees who do not possess current ASE certifications, as defined above, are not eligible to receive certification pay.

Persons employed in the Maintenance Worker, Maintenance Foreman and Senior Maintenance Worker position classifications who complete the requirements and achieve NPSI Certified Playground Safety Inspector status shall receive an additional two-percent (2%) of base salary.

The City Manager, or designee, must approve all requests to complete coursework associated with employee eligibility for ASE automotive repair and NPSI playground inspection certificate pay.

37. SAFETY SHOE ALLOWANCE

The City will provide an annual maximum allowance of \$300 for safety shoes, socks, and/or orthotic soles for Lead Foreman, Maintenance Workers, Senior Maintenance Workers, Mechanic, Master Mechanic, and Maintenance Foreman. The City will select

the vendor from which an employee may purchase the safety shoes. Any cost in excess of \$300 will be the responsibility of the employee.

38. MILEAGE REIMBURSEMENT

Those employees utilizing their own vehicle for City business shall be reimbursed at the rate designated by the Internal Revenue Service. Employees shall be reimbursed upon the submittal of a reimbursement form with their Department Director approval.

39. GRIEVANCE PROCEDURE

Grievance shall be defined as any good faith or reasonable complaint of an employee or a group of employees or a dispute between the City and said employee or a group of employees involving the interpretation, application, or enforcement of the Personnel and Policies Manual, applicable Memoranda of Understanding, and Administrative Rules and Regulations Manual; provided, however, complaints involving disciplinary actions, and rejection from probation, are not grievable.

The steps of the grievance procedure are as follows:

A. Step One

Grievances must be discussed with the employee's immediate supervisor, or their superior in the event that the employee's dispute is with the immediate supervisor, within ten (10) working days of the occurrence of the event-giving rise thereto. The supervisor or their superior will attempt to resolve the matter and will, within a reasonable period of time, issue their decision on the matter in writing.

B. Step Two

If not previously resolved in Step One, the employee may, within ten (10) working days of receiving the written decision of the employee's supervisor or their superior, submit a written request for review by the Department Director. The Department Director shall make such investigation of the facts and issues as is warranted under the circumstances and shall make a determination within ten (10) working days of receipt of the request and the written decision of the supervisor or their superior. (If the grievance was addressed by the department director under Section A., above, the employee may proceed directly to Step Three, Section C., below.) The Department Director shall provide the employee with a written decision of their determination.

C. Step Three

If the employee is dissatisfied with the determination of the Department Director, the employee shall, within ten (10) working days of receipt of the

Department Director's determination, notify the City Manager and/or Personnel Officer, in addition to their Department Director, of the employee's desire to appeal such determination. Said notice shall be in writing.

- D. The City Manager and/or Personnel Officer, or their designee, shall arrange and conduct a meeting between the employee and the Department Director. At such meeting, discussion shall be limited to the issues raised in the initial grievance complaint and an earnest effort shall be made to resolve the dispute.
- E. Following the meeting in Step Three, the City Manager and/or Personnel Officer shall issue a statement of their conclusions and findings. The decision of the City Manager and/or Personnel Officer shall be final.

40. PEACEFUL PERFORMANCE

Apart from, and in addition to, existing legal restrictions on work stoppages, the Association hereby agrees that neither it, nor its officers, agents or representatives shall incite, encourage, or participate in any strike, sympathy strike, walkout, slowdown, speedup, sick-out, or other work stoppage during the life of this Agreement for any cause or dispute whatsoever. In the event of work stoppage or disruption as enumerated above, the Association, its officers, agents, and representatives shall do everything in their power to end or avert the same. Violation hereof will subject the violator to legal and equitable judicial relief.

Any employee engaging in or assisting any work stoppage or disruption as enumerated above, or refusing to perform duly assigned work shall be subject to discipline up to and including termination. The City reserves the right to selectively discipline employees hereunder.

It is understood that violation of this article by the Association will warrant the withdrawal of any rights, privileges or services provided in this Agreement and/or legal action by the City for redress and/or damages.

The inclusion of this article in this contract shall in no way be deemed to stop the City from seeking any form of legal, equitable, or administrative relief to which it may be entitled during the term of this contract.

41. CONSTRUCTION

Nothing contained in this Memorandum of Understanding, or any attachment thereto, is intended to, in any way, modify, interpret, construe, or change existing or future law, which may cover the topic. For purposes of the reference, law shall include the Federal and California Constitutions and all relevant Federal and California statutes, and all final appellate court decisions on the issue. References contained herein to matters covered

by law are included simply for the purpose of drawing the attention of the parties to legal requirements related to City employees and the government of the City.

42. FULL UNDERSTANDING, MODIFICATION, WAIVER

It is intended that this Agreement sets forth the full and entire understanding of the parties regarding the matters set forth herein, and any other prior or existing understanding or agreements by the parties, whether formal or informal, regarding any such matters are hereby superseded or terminated in their entirety.

Except as specifically provided herein, it is agreed and understood that each party hereto voluntarily and unqualifiedly waives its right, and agrees that the other shall not be required to negotiate with respect to any subject or matter covered herein during the term of this Agreement.

Any agreement, alteration, understanding, variation, waiver, or modification of any of the terms or provisions contained herein shall not be binding upon the parties hereto unless made and executed in writing by all parties, hereto, and if required, approved and implemented by the City Council.

The waiver of any breach, term, or condition of this Agreement by either party shall not constitute a precedent in the future enforcement of all its terms and provisions.

43. SAVINGS CLAUSE

This Memorandum of Understanding is subject to all applicable Federal, State, and City laws, ordinances, resolutions, and any lawful rules and regulations enacted by the City Council. If any part or provision of the Memorandum of Understanding is in conflict or inconsistent with such applicable provisions of Federal, State, or City laws, ordinances, resolutions, or is otherwise held to be invalid or unenforceable by any tribunal of competent jurisdictions, such part or provision shall be suspended and superseded by such applicable law or regulations, and the remainder of this Memorandum of Understanding shall not be affected thereby.

44. BILINGUAL PAY

Upon written designation by the City Manager, and based on the needs of each Department, bargaining unit employees shall receive additional monthly compensation after providing the City with evidence deemed appropriate by the City of ability to provide competent oral and/or written translation services for a second language.

An employee demonstrating both oral and written bilingual competency through means of City examination in a language approved by the City as a business necessity shall receive \$50 per month. An employee who demonstrates bilingual competency in more than one language shall only receive \$50 per month.

Bilingual compensation shall be available to those employees whose duties include enforcement, public counter or reception responsibilities, or as otherwise determined by the City to be a business necessity. Requests for bilingual compensation shall be considered and approved at the discretion of the City Manager. Approvals shall be commensurate with the needs of the respective City Department. If more than one employee is eligible for bilingual compensation beyond the needs of the City and/or Department, the employee with the highest score on the examination shall receive the bilingual pay.

Any employee receiving this bilingual compensation shall perform those bilingual related translation duties as required by any City supervisor. Should an employee receiving this bilingual compensation fail to perform those bilingual related translation duties as required by any City supervisor, then the employee is subject not only to disciplinary action, but said employee shall also be subject to elimination of their bilingual compensation pay.

SIGNATURES ON THE FOLLOWING PAGE

City of Los Alamitos

Signed by:

Jordan B. Nefulda

20FB50B2CEDB450...

Jordan B. Nefulda
Mayor

TEAMSTERS LOCAL 911

Signed by:

Amanda McDowell

0EFAA19EC1C842C...

Amanda McDowell
Steward

Signed by:

Riley Hill

C610850321D24E5...

Riley Hill
Steward

Signed by:

Luis Reyes

0EAD46B5D242412...

Luis Reyes
Steward

Signed by:

Carlos Rubio

040B8EC1CC894B4...

Carlos Rubio
Chief Negotiator

DocuSigned by:

Neil Sholander

4B952B0D20FB45F...

Neil Sholander
Bargaining Committee Member

Attest:

Signed by:

Windmera Quintanar

54BCE26B4CA8409...

Windmera Quintanar, MMC
City Clerk

Approved as to Form:

Signed by:

Michael S. Daudt

358A1F4BDEFA45B...

Michael Daudt
City Attorney

**CALIFORNIA TEAMSTERS 911
SALARY SCHEDULE
EFFECTIVE JULY 14, 2024
8% Increase**

CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
110	Receptionist	HOURLY	19.98	20.98	22.03	23.13	24.29
		MONTHLY	3,463.20	3,636.36	3,818.18	4,009.09	4,209.54
		ANNUAL	41,558.40	43,636.32	45,818.14	48,109.04	50,514.49
120	Records Clerk	HOURLY	23.46	24.63	25.86	27.16	28.51
		MONTHLY	4,065.98	4,269.28	4,482.75	4,706.88	4,942.23
		ANNUAL	48,791.81	51,231.40	53,792.97	56,482.62	59,306.75
125	Maintenance Worker	HOURLY	25.14	26.40	27.72	29.11	30.56
		MONTHLY	4,358.02	4,575.92	4,804.71	5,044.95	5,297.20
		ANNUAL	52,296.19	54,911.00	57,656.55	60,539.38	63,566.35
126	Maintenance Worker 1	HOURLY	26.40	27.71	29.10	30.56	32.08
		MONTHLY	4,575.17	4,803.93	5,044.12	5,296.33	5,561.15
		ANNUAL	54,902.02	57,647.12	60,529.47	63,555.95	66,733.74
130	Secretary	HOURLY	26.67	28.00	29.40	30.87	32.41
		MONTHLY	4,621.97	4,853.07	5,095.72	5,350.51	5,618.03
		ANNUAL	55,463.62	58,236.80	61,148.64	64,206.07	67,416.37
135	Records Specialist	HOURLY	27.73	29.12	30.58	32.11	33.71
136	Community Liaison Officer	MONTHLY	4,807.30	5,047.66	5,300.04	5,565.05	5,843.30
		ANNUAL	57,687.55	60,571.93	63,600.53	66,780.55	70,119.58
140	Senior Maintenance Worker	HOURLY	29.19	30.65	32.18	33.79	35.48
145	Finance Assistant	MONTHLY	5,060.02	5,313.02	5,578.67	5,857.60	6,150.48
150	Mechanic	ANNUAL	60,720.19	63,756.20	66,944.01	70,291.21	73,805.77
152	Planning Aide						
155	Recreation Coordinator	HOURLY	29.44	30.91	32.46	34.08	35.79
157	Recreation Coordinator/ Graphic Design	MONTHLY	5,103.07	5,358.23	5,626.14	5,907.44	6,202.82
		ANNUAL	61,236.86	64,298.71	67,513.64	70,889.32	74,433.79
160	Department Secretary	HOURLY	30.05	31.55	33.13	34.78	36.52
		MONTHLY	5,207.90	5,468.30	5,741.71	6,028.80	6,330.24
		ANNUAL	62,494.85	65,619.59	68,900.57	72,345.60	75,962.88
305	Senior Finance Assistant	HOURLY	32.41	34.03	35.73	37.52	39.40
		MONTHLY	5,617.87	5,898.77	6,193.70	6,503.39	6,828.56
		ANNUAL	67,414.46	70,785.19	74,324.45	78,040.67	81,942.70

**CALIFORNIA TEAMSTERS 911
SALARY SCHEDULE
EFFECTIVE JULY 14, 2024
8% Increase**

EXHIBIT B

CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
170	Assistant Planner	HOURLY	33.60	35.28	37.04	38.89	40.84
175	Code Enforcement Officer	MONTHLY	5,823.79	6,114.98	6,420.73	6,741.77	7,078.86
		ANNUAL	69,885.50	73,379.78	77,048.77	80,901.21	84,946.27
180	Maintenance Foreman	HOURLY	33.89	35.58	37.36	39.23	41.19
185	Master Mechanic	MONTHLY	5,874.34	6,168.05	6,476.46	6,800.28	7,140.29
		ANNUAL	70,492.03	74,016.63	77,717.47	81,603.34	85,683.51
205	Lead Foreman	HOURLY	36.09	37.90	39.79	41.78	43.87
		MONTHLY	6,256.22	6,569.04	6,897.49	7,242.36	7,604.48
		ANNUAL	75,074.69	78,828.42	82,769.84	86,908.34	91,253.75
210	Accountant	HOURLY	38.23	40.14	42.15	44.26	46.47
		MONTHLY	6,626.88	6,958.22	7,306.14	7,671.44	8,055.01
		ANNUAL	79,522.56	83,498.69	87,673.62	92,057.30	96,660.17
195	Associate Planner	HOURLY	37.88	39.77	41.76	43.85	46.04
		MONTHLY	6,565.10	6,893.36	7,238.03	7,599.93	7,979.92
		ANNUAL	78,781.25	82,720.31	86,856.33	91,199.14	95,759.10

CALIFORNIA TEANSTERS 911

SALARY SCHEDULE

EFFECTIVE JULY 1, 2025

3% INCREASE

CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
110	Receptionist	HOURLY	20.58	21.61	22.69	23.82	25.01
		MONTHLY	3,567.10	3,745.45	3,932.72	4,129.36	4,335.83
		ANNUAL	42,805.15	44,945.41	47,192.68	49,552.31	52,029.93
120	Records Clerk	HOURLY	24.16	25.37	26.64	27.97	29.37
		MONTHLY	4,187.96	4,397.36	4,617.23	4,848.09	5,090.50
		ANNUAL	50,255.56	52,768.34	55,406.76	58,177.10	61,085.95
125	Maintenance Worker	HOURLY	25.90	27.19	28.55	29.98	31.48
		MONTHLY	4,488.76	4,713.19	4,948.85	5,196.30	5,456.11
		ANNUAL	53,865.08	56,558.33	59,386.25	62,355.56	65,473.34
126	Maintenance Worker 1	HOURLY	27.19	28.55	29.97	31.47	33.05
		MONTHLY	4,712.42	4,948.04	5,195.45	5,455.22	5,727.98
		ANNUAL	56,549.08	59,376.53	62,345.36	65,462.62	68,735.76
130	Secretary	HOURLY	27.47	28.84	30.28	31.79	33.38
		MONTHLY	4,760.63	4,998.66	5,248.59	5,511.02	5,786.57
		ANNUAL	57,127.52	59,983.90	62,983.10	66,132.25	69,438.86
135	Records Specialist	HOURLY	28.57	29.99	31.49	33.07	34.72
		MONTHLY	4,951.51	5,199.09	5,459.05	5,732.00	6,018.60
		ANNUAL	59,418.18	62,389.09	65,508.54	68,783.97	72,223.17
136	Community Liaison Officer	HOURLY	28.57	29.99	31.49	33.07	34.72
		MONTHLY	4,951.51	5,199.09	5,459.05	5,732.00	6,018.60
		ANNUAL	59,418.18	62,389.09	65,508.54	68,783.97	72,223.17
140	Senior Maintenance Worker	HOURLY	30.07	31.57	33.15	34.81	36.55
		MONTHLY	5,211.82	5,472.41	5,746.03	6,033.33	6,335.00
		ANNUAL	62,541.80	65,668.89	68,952.33	72,399.95	76,019.95
145	Finance Assistant	HOURLY	30.07	31.57	33.15	34.81	36.55
		MONTHLY	5,211.82	5,472.41	5,746.03	6,033.33	6,335.00
		ANNUAL	62,541.80	65,668.89	68,952.33	72,399.95	76,019.95
150	Mechanic	HOURLY	30.07	31.57	33.15	34.81	36.55
		MONTHLY	5,211.82	5,472.41	5,746.03	6,033.33	6,335.00
		ANNUAL	62,541.80	65,668.89	68,952.33	72,399.95	76,019.95
152	Planning Aide	HOURLY	30.07	31.57	33.15	34.81	36.55
		MONTHLY	5,211.82	5,472.41	5,746.03	6,033.33	6,335.00
		ANNUAL	62,541.80	65,668.89	68,952.33	72,399.95	76,019.95
155	Recreation Coordinator	HOURLY	30.32	31.84	33.43	35.10	36.86
		MONTHLY	5,256.16	5,518.97	5,794.92	6,084.67	6,388.90
		ANNUAL	63,073.97	66,227.67	69,539.05	73,016.00	76,666.80
157	Recreation Coordinator/ Graphic Design	HOURLY	30.32	31.84	33.43	35.10	36.86
		MONTHLY	5,256.16	5,518.97	5,794.92	6,084.67	6,388.90
		ANNUAL	63,073.97	66,227.67	69,539.05	73,016.00	76,666.80
160	Department Secretary	HOURLY	30.95	32.49	34.12	35.82	37.62
		MONTHLY	5,364.14	5,632.35	5,913.97	6,209.66	6,520.15
		ANNUAL	64,369.69	67,588.18	70,967.59	74,515.97	78,241.76
305	Senior Finance Assistant	HOURLY	33.38	35.05	36.80	38.65	40.58
		MONTHLY	5,786.41	6,075.73	6,379.51	6,698.49	7,033.42
		ANNUAL	69,436.90	72,908.74	76,554.18	80,381.89	84,400.98

CALIFORNIA TEANSTERS 911

SALARY SCHEDULE

EFFECTIVE JULY 1, 2025

3% INCREASE

CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
170	Assistant Planner	HOURLY	34.61	36.34	38.15	40.06	42.06
175	Code Enforcement Officer	MONTHLY	5,998.51	6,298.43	6,613.35	6,944.02	7,291.22
		ANNUAL	71,982.07	75,581.17	79,360.23	83,328.24	87,494.65
180	Maintenance Foreman	HOURLY	34.91	36.65	38.49	40.41	42.43
185	Master Mechanic	MONTHLY	6,050.57	6,353.09	6,670.75	7,004.29	7,354.50
		ANNUAL	72,606.79	76,237.13	80,048.99	84,051.44	88,254.01
205	Lead Foreman	HOURLY	37.18	39.04	40.99	43.04	45.19
		MONTHLY	6,443.91	6,766.11	7,104.41	7,459.63	7,832.61
		ANNUAL	77,326.93	81,193.28	85,252.94	89,515.59	93,991.37
210	Accountant	HOURLY	39.38	41.35	43.42	45.59	47.87
		MONTHLY	6,825.69	7,166.97	7,525.32	7,901.59	8,296.66
		ANNUAL	81,908.24	86,003.65	90,303.83	94,819.02	99,559.97
195	Associate Planner	HOURLY	39.01	40.96	43.01	45.16	47.42
		MONTHLY	6,762.06	7,100.16	7,455.17	7,827.93	8,219.32
		ANNUAL	81,144.69	85,201.92	89,462.02	93,935.12	98,631.87

CALIFORNIA TEAMSTERS 911

SALARY SCHEDULE

EFFECTIVE JULY 1, 2026

3% INCREASE

CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
110	Receptionist	HOURLY	21.20	22.26	23.37	24.54	25.76
		MONTHLY	3,674.11	3,857.81	4,050.71	4,253.24	4,465.90
		ANNUAL	44,089.31	46,293.77	48,608.46	51,038.88	53,590.83
120	Records Clerk	HOURLY	24.89	26.13	27.44	28.81	30.25
		MONTHLY	4,313.60	4,529.28	4,755.75	4,993.53	5,243.21
		ANNUAL	51,763.23	54,351.39	57,068.96	59,922.41	62,918.53
125	Maintenance Worker	HOURLY	26.67	28.01	29.41	30.88	32.42
		MONTHLY	4,623.42	4,854.59	5,097.32	5,352.19	5,619.79
		ANNUAL	55,481.03	58,255.08	61,167.84	64,226.23	67,437.54
126	Maintenance Worker 1	HOURLY	28.00	29.40	30.87	32.42	34.04
		MONTHLY	4,853.80	5,096.49	5,351.31	5,618.88	5,899.82
		ANNUAL	58,245.55	61,157.83	64,215.72	67,426.50	70,797.83
130	Secretary	HOURLY	28.29	29.70	31.19	32.75	34.39
		MONTHLY	4,903.45	5,148.62	5,406.05	5,676.35	5,960.17
		ANNUAL	58,841.35	61,783.42	64,872.59	68,116.22	71,522.03
135	Records Specialist	HOURLY	29.42	30.89	32.44	34.06	35.76
136	Community Liaison Officer	MONTHLY	5,100.06	5,355.06	5,622.82	5,903.96	6,199.16
		ANNUAL	61,200.72	64,260.76	67,473.80	70,847.49	74,389.86
140	Senior Maintenance Worker	HOURLY	30.97	32.52	34.14	35.85	37.64
145	Finance Assistant	MONTHLY	5,368.17	5,636.58	5,918.41	6,214.33	6,525.05
150	Mechanic	ANNUAL	64,418.05	67,638.95	71,020.90	74,571.95	78,300.54
152	Planning Aide						
155	Recreation Coordinator	HOURLY	31.23	32.80	34.44	36.16	37.96
157	Recreation Coordinator/ Graphic Design	MONTHLY	5,413.85	5,684.54	5,968.77	6,267.21	6,580.57
		ANNUAL	64,966.19	68,214.50	71,625.22	75,206.48	78,966.81
160	Department Secretary	HOURLY	31.88	33.47	35.14	36.90	38.74
		MONTHLY	5,525.07	5,801.32	6,091.38	6,395.95	6,715.75
		ANNUAL	66,300.78	69,615.82	73,096.61	76,751.45	80,589.02
305	Senior Finance Assistant	HOURLY	34.38	36.10	37.91	39.80	41.79
		MONTHLY	5,960.00	6,258.00	6,570.90	6,899.45	7,244.42
		ANNUAL	71,520.00	75,096.01	78,850.81	82,793.35	86,933.01

**CALIFORNIA TEAMSTERS 911
SALARY SCHEDULE
EFFECTIVE JULY 1, 2026
3% INCREASE**

CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
170	Assistant Planner	HOURLY	35.64	37.43	39.30	41.26	43.33
175	Code Enforcement Officer	MONTHLY	6,178.46	6,487.38	6,811.75	7,152.34	7,509.96
		ANNUAL	74,141.53	77,848.61	81,741.04	85,828.09	90,119.49
180	Maintenance Foreman	HOURLY	35.95	37.75	39.64	41.62	43.70
185	Master Mechanic	MONTHLY	6,232.08	6,543.69	6,870.87	7,214.42	7,575.14
		ANNUAL	74,785.00	78,524.25	82,450.46	86,572.98	90,901.63
205	Lead Foreman	HOURLY	38.29	40.21	42.22	44.33	46.54
		MONTHLY	6,637.23	6,969.09	7,317.54	7,683.42	8,067.59
		ANNUAL	79,646.74	83,629.07	87,810.53	92,201.05	96,811.11
210	Accountant	HOURLY	40.56	42.59	44.72	46.95	49.30
		MONTHLY	7,030.46	7,381.98	7,751.08	8,138.63	8,545.56
		ANNUAL	84,365.48	88,583.76	93,012.95	97,663.59	102,546.77
195	Associate Planner	HOURLY	40.18	42.19	44.30	46.52	48.84
		MONTHLY	6,964.92	7,313.16	7,678.82	8,062.76	8,465.90
		ANNUAL	83,579.03	87,757.98	92,145.88	96,753.17	101,590.83

**CALIFORNIA TEAMSTERS 911
SALARY SCHEDULE
EFFECTIVE JULY 1, 2027
4% INCREASE**

EXHIBIT B

CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E				
110	Receptionist	HOURLY	22.04	23.15	24.30	25.52	26.80				
		MONTHLY	3,821.07	4,012.13	4,212.73	4,423.37	4,644.54				
		ANNUAL	45,852.88	48,145.52	50,552.80	53,080.44	55,734.46				
120	Records Clerk	HOURLY	25.88	27.18	28.53	29.96	31.46				
		MONTHLY	4,486.15	4,710.45	4,945.98	5,193.28	5,452.94				
		ANNUAL	53,833.76	56,525.45	59,351.72	62,319.30	65,435.27				
125	Maintenance Worker	HOURLY	27.74	29.13	30.58	32.11	33.72				
		MONTHLY	4,808.36	5,048.77	5,301.21	5,566.27	5,844.59				
		ANNUAL	57,700.27	60,585.28	63,614.55	66,795.28	70,135.04				
126	Maintenance Worker 1	HOURLY	29.12	30.58	32.11	33.71	35.40				
		MONTHLY	5,047.95	5,300.34	5,565.36	5,843.63	6,135.81				
		ANNUAL	60,575.37	63,604.14	66,784.35	70,123.56	73,629.74				
130	Secretary	HOURLY	29.42	30.89	32.44	34.06	35.76				
		MONTHLY	5,099.58	5,354.56	5,622.29	5,903.41	6,198.58				
		ANNUAL	61,195.00	64,254.75	67,467.49	70,840.87	74,382.91				
135	Records Specialist	HOURLY	30.60	32.13	33.74	35.42	37.19				
		136	Community Liaison Officer	MONTHLY	5,304.06	5,569.27	5,847.73	6,140.12	6,447.12		
				ANNUAL	63,648.75	66,831.19	70,172.75	73,681.39	77,365.46		
140	Senior Maintenance Worker	HOURLY	32.21	33.82	35.51	37.29	39.15				
		145	Finance Assistant	MONTHLY	5,582.90	5,862.04	6,155.14	6,462.90	6,786.05		
				150	Mechanic	ANNUAL	66,994.77	70,344.51	73,861.74	77,554.82	81,432.57
						152	Planning Aide				
155	Recreation Coordinator	HOURLY	32.48	34.11	35.81	37.60	39.48				
		157	Recreation Coordinator/ Graphic Design	MONTHLY	5,630.40	5,911.92	6,207.52	6,517.90	6,843.79		
				ANNUAL	67,564.84	70,943.08	74,490.23	78,214.74	82,125.48		
160	Department Secretary	HOURLY	33.15	34.81	36.55	38.38	40.29				
		MONTHLY	5,746.07	6,033.37	6,335.04	6,651.79	6,984.38				
		ANNUAL	68,952.82	72,400.46	76,020.48	79,821.50	83,812.58				
305	Senior Finance Assistant	HOURLY	35.76	37.55	39.43	41.40	43.47				
		MONTHLY	6,198.40	6,508.32	6,833.74	7,175.42	7,534.19				
		ANNUAL	74,380.81	78,099.85	82,004.84	86,105.08	90,410.33				

CALIFORNIA TEAMSTERS 911

EXHIBIT B

SALARY SCHEDULE

EFFECTIVE JULY 1, 2027

4% INCREASE

CODE	CLASSIFICATION TITLE		STEP A	STEP B	STEP C	STEP D	STEP E
170	Assistant Planner	HOURLY	37.07	38.92	40.87	42.91	45.06
		MONTHLY	6,425.60	6,746.88	7,084.22	7,438.43	7,810.36
		ANNUAL	77,107.19	80,962.55	85,010.68	89,261.21	93,724.27
175	Code Enforcement Officer	HOURLY	37.07	38.92	40.87	42.91	45.06
		MONTHLY	6,425.60	6,746.88	7,084.22	7,438.43	7,810.36
		ANNUAL	77,107.19	80,962.55	85,010.68	89,261.21	93,724.27
180	Maintenance Foreman	HOURLY	37.39	39.26	41.23	43.29	45.45
		MONTHLY	6,481.37	6,805.43	7,145.71	7,502.99	7,878.14
		ANNUAL	77,776.40	81,665.22	85,748.48	90,035.90	94,537.70
185	Master Mechanic	HOURLY	37.39	39.26	41.23	43.29	45.45
		MONTHLY	6,481.37	6,805.43	7,145.71	7,502.99	7,878.14
		ANNUAL	77,776.40	81,665.22	85,748.48	90,035.90	94,537.70
205	Lead Foreman	HOURLY	39.82	41.81	43.91	46.10	48.41
		MONTHLY	6,902.72	7,247.85	7,610.25	7,990.76	8,390.30
		ANNUAL	82,832.61	86,974.24	91,322.95	95,889.10	100,683.55
210	Accountant	HOURLY	42.18	44.29	46.51	48.83	51.27
		MONTHLY	7,311.68	7,677.26	8,061.12	8,464.18	8,887.39
		ANNUAL	87,740.10	92,127.11	96,733.46	101,570.14	106,648.64
195	Associate Planner	HOURLY	41.79	43.88	46.07	48.38	50.80
		MONTHLY	7,243.52	7,605.69	7,985.98	8,385.27	8,804.54
		ANNUAL	86,922.19	91,268.30	95,831.71	100,623.30	105,654.46