

**MEMORANDUM OF UNDERSTANDING BY AND BETWEEN  
THE CITY OF IRWINDALE AND  
THE IRWINDALE CITY EMPLOYEES ASSOCIATION**

**JULY 1, 2024 – JUNE 30, 2027**

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ATTACHMENT "A-1" SALARY SCHEDULE EFFECTIVE SEPTEMBER 1, 2024

ATTACHMENT "A-2" SALARY SCHEDULE EFFECTIVE FIRST FULL PAY PERIOD IN JULY 2025

ATTACHMENT "A-3" SALARY SCHEDULE EFFECTIVE FIRST FULL PAY PERIOD IN JULY 2026

**ARTICLE 01**  
**RECOGNITION OF THE ORGANIZATION**

**SECTION 01.01      UNIT & UNION RECOGNITION**

For the purposes of meeting its obligations under the Meyers-Milias-Brown Act (Government Code Sections 3500 et seq), City rules, regulations, and/or laws affecting wages, hours, and other terms and conditions of employment, the City of Irwindale (hereinafter referred to as the "City") hereby affirms its recognition of the Irwindale City Employees Association (hereinafter referred to, along with any successor organizations, as the "Recognized Employee Organization"), an unincorporated association, as the exclusive recognized employee organization for the General Employees Unit, consisting of all regular full-time employees, who are not at-will or covered by individual contract, except for sworn personnel, executive, mid-management, professional, supervisory, and dispatch positions, and permanent part time employees. The Unit members are designated by the classifications set forth in Attachment "A" hereto (hereinafter referred to as the "Unit").

**SECTION 01.02      FILING OF PETITIONS**

This Memorandum of Understanding (hereinafter referred to as the "MOU") shall bar the filing of a Petition of Certification or Petition for Decertification of a recognized employee organization for the above identified employee representation unit during the term of this MOU; except that a Petition for Certification or a Petition for Decertification may be filed with the City Clerk of the City during a period beginning not earlier than one hundred and fifty (150) calendar days and ending not less than ninety (90) calendar days before expiration of said MOU.

**ARTICLE 02**  
**TERM OF MOU**

**SECTION 02.01      TERM ESTABLISHED**

The term of this MOU shall be effective from and after July 1, 2024 and shall expire at midnight on June 30, 2027.

**ARTICLE 03**  
**SCOPE OF BARGAINING**

**SECTION 03.01      AGREED SUBJECTS OUTSIDE SCOPE OF BARGAINING**

The parties hereto agree that the City shall have the right to unilaterally make decisions on all subjects that are outside the scope of bargaining, except those subjects which have not been expressly abridged by specific provisions of this MOU or by law. Those subjects agreed by the parties to be outside the scope of bargaining shall include, but are not be limited to, the following:

- A. Determine issues of policy and make management decisions;
- B. Take any and all necessary action to carry out the mission of the City in emergencies;

- C. Determine the mission of the City's constituent departments, divisions, boards, commissions and committees;
- D. Determine the existence or nonexistence of facts which are the basis of any management decision;
- E. Determine the necessity, organization or level of any service or activity conducted by the City and to expand or diminish such services or activities;
- F. Determine the nature, manner, means and technology and extent of services to be provided to the public;
- G. Determine and/or establish types of equipment or technology to be used;
- H. Determine and/or change the facilities, methods, technology, means, and size of the work force by which City operations are to be conducted;
- I. Determine and change the number of locations, relocations, and types of operations, processes, and materials to be used in carrying out all City functions;
- J. Determine policies, procedures and standards pertaining to City operations and activities;
- K. Determine and/or establish methods of financing;
- L. Hire, transfer, promote and demote Unit members for non-disciplinary reasons, in accordance with this MOU and the City Personnel Rules and Regulations;
- M. Determine the need and use of personnel information for Unit members and the means by which the information is to be provided, with Unit members retaining their rights to privacy as provided by law.
- N. Determine and/or modify Unit member job qualifications and/or classifications;
- O. Determine and/or change work assignments for Unit members in accordance with requirements as determined by the City;
- P. Determine Unit member performance standards, including but not limited to quality and quantity standards, and to require compliance therewith;
- Q. Relieve Unit members from duties for lack of work or similar non-disciplinary reasons;
- R. Discharge, suspend, demote or otherwise discipline Unit members for proper cause, subject to Unit member's appropriate rights of appeal; and
- S. Determine and promulgate and/or modify rules and regulations to maintain order and safety in the City which are not in contravention with this MOU.

**ARTICLE 04**  
**EMPLOYEE ORGANIZATION RIGHTS**

**SECTION 04.01      MEMBERSHIP AND DUES DEDUCTION**

Recognized Employee Organization is the exclusive bargaining agent for the Unit and shall have the sole and exclusive right to have membership dues and other authorized payments deducted for member employees covered by this Agreement by the City.

Recognized Employee Organization shall certify that it has and will maintain authorizations signed by each member employee for the deduction of membership dues and other authorized payments, and shall provide the certification to the City on an annual basis. Recognized Employee Organization shall not be required to provide a copy of individual authorizations to the City unless a dispute arises about the existence or the terms of the authorization.

Upon the receipt of such certification from Recognized Employee Organization, the City shall provide for payroll deductions on each payroll check (twenty-six (26) times per calendar year) of Recognized Employee Organization's dues and other authorized payments, in the amount certified to be current by Recognized Employee Organization. The City shall remit the total amount of deductions and authorized payments to Recognized Employee Organization on a monthly basis. The City shall make, cancel, or change membership dues and other authorized payments only upon receipt of certification from Recognized Employee Organization, and shall decline to make, cancel, or change membership dues and other authorized payments from any individual employee. Any change or cancellation in dues deductions shall be certified and provided to the City within thirty (30) days prior to the effective date of such change or cancellation. Recognized Employee Organization shall notify the City within ten (10) working days of any discrepancy(ies) concerning dues or other authorized payments pursuant to this Article. If Recognized Employee Organization does not notify the City of any discrepancy within ten (10) days, then the City shall be relieved of any responsibility.

Membership within and/or payment of any dues or fees to Recognized Employee Organization shall not be a condition of employment with the City. No individual employee shall be compelled to pay a service fee, agency fee, or any other assessment or payment in lieu of joining Recognized Employee Organization.

**SECTION 04.02      INDEMNIFICATION OF CITY**

Recognized Employee Organization shall indemnify, defend, and hold harmless the City for (i) any claims made by an individual employee relating to deductions made in reliance upon any certification from Recognized Employee Organization; and (ii) any liability arising from any claims, demands, or other action relating to the City's compliance with this provision relating to maintenance of membership. The City shall have the right to select and direct legal counsel in the case of any challenge to the City's compliance with this provision, and Recognized Employee Organization agrees to pay any attorney, arbitrator, or court fees, costs and expenses related thereto or associated therewith. Any claims, demands, disputes arising from the application or interpretation of this provision shall be filed with Recognized Employee Organization and shall not be subject to the City's grievance procedure.

### **SECTION 04.03 REPRESENTATIVES' RIGHTS**

The Recognized Employee Organization may select a total of four (4) representatives for the Unit. The Recognized Employee Organization shall give to the City a written list of Unit members who have been selected as representatives. The Recognized Employee Organization shall keep this list current.

Representatives may spend a reasonable amount of time to promptly and expeditiously investigate and process grievances without loss of pay or benefits of any kind. To investigate and process means to discuss the matter with the grievant, record information, advise or recommend action, assist in the completion of documents necessary for the formal grievance processing, investigate allegations which may form the basis for the grievance, and, if so requested, appear with the grievant at the first formal level of grievance resolution. Representatives shall be free from reprisal and shall not in any way be coerced, intimidated or discriminated against as a result of their activities and roles as representatives.

Representatives shall notify and obtain permission from their department director before leaving their work to transact any employee organization business. Permission will be granted promptly unless such absence would cause an undue interruption of work. Upon entering another represented Unit member's work place on employee organization business, the representative shall obtain permission from the Unit member's department director. If such permission cannot be granted promptly, the representative will be immediately informed when the time will be available.

The Recognized Employee Organization agrees that a representative shall not log compensatory time or overtime pay for the time spent performing any function of a representative. Both permission and denial of a request to leave a work location by a representative shall be recorded with a signature by the immediate supervisor. Notations as to the reasons for a possible denial of the request and the time when time may be expected to be made available should be recorded.

The role of the representative is to provide timely grievance representation at the first steps of the grievance procedure in an effort to resolve grievances at the lowest possible level and to increase communications between the City and the Recognized Employee Organization.

### **SECTION 04.04 ALLOWED TIME FOR REPRESENTATIVES**

The City agrees to allow representatives an average of two (2) hours per month to transact and discuss employee organization business during their regular working hours, unless prior approval of an amount greater than two (2) hours has been given by the City Manager or designee, subject to absences from the assigned work being approved by the Unit member's department director with permission being granted promptly unless such absence would cause an undue interruption of work.

### **SECTION 04.05 ACCESS TO NEW EMPLOYEE ORIENTATIONS AND PROVISION OF NEW EMPLOYEE INFORMATION (AB 119 PROVISIONS)**

The City will notify the Recognized Employee Organization President in writing or via email regarding all new hires at least ten (10) days prior to the employee's orientation unless there is an urgent need that was not reasonably foreseeable. Within the earlier of thirty (30) days after the date of hire or by the first pay period of the month following the hire of each newly hired

employee, the City will provide the Recognized Employee Organization President with the new employee's name, job title, department, work location, home mailing address, personal email, and work, home and personal cell phone numbers.

The Recognized Employee Organization shall be permitted one (1) hour for each orientation session to talk to new Unit members to explain the rights and benefits under the MOU.

The City will provide the Recognized Employee Organization President a quarterly list of all employees in the Unit, including the employee's name, job title, department, work location, home mailing address, personal email, and work, home and personal cell phone numbers.

**ARTICLE 05**  
**NO STRIKE - NO LOCKOUT PLEDGE**

**SECTION 05.01      EMPLOYEE ORGANIZATION PROHIBITED CONDUCT**

The Recognized Employee Organization, its officers, agents, representatives and/or members agree that during the term of this MOU they will not cause nor condone any strike, walkout, slowdown, sick-out, or any other concerted job action by withholding or refusing to perform services. A violation of this Section by any Unit member shall constitute a just cause for discipline pursuant to Article 5.03 herein. Taking joint action or joining other employee organizations to engage in such activity is included in this prohibition.

**SECTION 05.02      CITY PROHIBITED CONDUCT**

The City agrees that it shall not lockout its employees during the term of this MOU. The term "lockout" is hereby defined so as not to include the discharge, suspension, termination, layoff, failure to recall, or failure to return to work of the employees of the City in the exercise of its rights as set forth in any provisions of this MOU or applicable ordinance or law.

**SECTION 05.03      EMPLOYEE ORGANIZATION RESPONSIBILITY**

In the event that the Recognized Employee Organization, its officers, agents, representatives, and/or members engage in any of the conduct prohibited in Section 05.01 herein, the Recognized Employee Organization shall immediately instruct any persons engaging in such conduct that their conduct is in violation of this MOU, and require that all such persons immediately cease engaging in conduct prohibited in Section 05.01 herein, and return to work.

If Recognized Employee Organization acts in good faith to meet its responsibilities as set forth above, then Recognized Employee Organization, its officers, agents, representatives and its members shall not be liable for any damages for prohibited conduct engaged in by any Unit members who are covered by this MOU.

**SECTION 05.04      CITY RIGHTS**

Notwithstanding Section 05.03 herein, the City shall have the right to bring suit for damages and/or equitable relief in the Courts for breach of this Article against the Recognized Employee Organization, its officers, agents, representatives or members.

**ARTICLE 06**  
**BASIC COMPENSATION PLAN & OTHER BENEFITS**

**SECTION 06.01      BASIC COMPENSATION PLAN**

The City has established a basic compensation plan through Council Resolution for all represented Unit members listed in Attachment "A" hereto.

**SECTION 06.02      LEVEL OF COMPENSATION**

The level of compensation shall be determined on a merit basis and Unit members shall initially be placed at the time of appointment by the City Manager or designee at a level of compensation not to exceed that which is established in the compensation resolution. No merit increases granted may exceed the maximum of the duly established range. No merit increases or any other salary adjustments shall be granted without a current performance evaluation.

**SECTION 06.03      SALARY AND WAGE SCHEDULES AND EXEMPTION STATUS**

- A.    FY 2024-25: Effective September 1, 2024, there shall be a five percent (5%) across-the board base salary cost of living adjustment ("COLA") increase for all employee classifications in the ICEA bargaining unit. Bargaining unit members' base salaries shall increase correspondingly within their individual salary ranges to reflect the COLA. The salary schedule is set forth in Attachment A-1.
  
- B.    FY 2025-26: Effective the first payroll period commencing on or after July 1, 2025, there shall be a four percent (4%) across-the board base salary COLA increase for all classifications in the ICEA bargaining unit. Bargaining unit members' base salaries shall increase correspondingly within their individual salary ranges to reflect the COLA. The salary schedule is set forth in Attachment A-2.
  
- C.    FY 2026-27: Effective the first payroll period commencing on or after July 1, 2026, there shall be a three and a half percent (3.5%) across-the board base salary COLA increase for all employee classifications in the ICEA bargaining unit. Bargaining unit members' base salaries shall increase correspondingly within their individual salary ranges to reflect the COLA. The salary schedule is set forth in Attachment A-3.

**SECTION 06.04      EDUCATION INCENTIVE PAY**

Unit members shall be provided an education incentive as follows:

- A.    Unit members with A.A./A.S. degrees or Junior status at college or university. Unit members who have been awarded at minimum an Associate in Arts Degree ("A.A.") degree, an Associate of Science ("A.S.") degree or achieved at least "Junior" year status or higher at a four year college or university will receive an additional one thousand two hundred dollars (\$1,200) per year maximum as an education incentive bonus to their base compensation. This incentive will be paid out bi-weekly over twenty-six (26) pay periods in a calendar year.

- B. Unit members with B.A./B.S. degrees. Unit members who have been awarded a Bachelors of Arts (“B.A.”) or Bachelors of Science (“B.S.”) degree will receive an additional one thousand five hundred dollars (\$1,500) per year maximum as an education incentive bonus to their base compensation. This incentive will be paid out biweekly over twenty-six (26) pay periods in a calendar year.
- C. Unit members with Master’s degree. Unit members who have a Master’s degree will receive an additional one thousand eight hundred dollars (\$1,800) per year maximum as an education incentive bonus to their base compensation. This incentive will be paid out biweekly over twenty-six (26) pay periods in a calendar year.
- D. Unit members without a degree or less than Junior status at college or university. Unit members who do not meet the degree or educational requirement in paragraphs A-C above, shall be provided an education incentive at a rate of five dollars (\$5.00) per month for each three (3) units completed, up to a maximum of one-hundred dollars (\$100.00) per month for courses taken while employed with the City. This incentive will be paid out biweekly over twenty-six (26) pay periods in a calendar year.

Effective September 1, 2024, the effective date of the incentive pay will be the date on the proof of education or certificate and will be retroactive to no more than thirty (30) days from when proof of education or certificate is received by Human Resources.

#### **SECTION 06.05      ANNUAL SERVICE AWARD PAY**

Unit members shall be entitled on each qualifying Unit member’s fifth (5th) consecutive employment year to “Annual Service Award” pay of thirty dollars (\$30.00) for each year worked, which shall be paid in December of the qualifying year at the Annual Employee Service Award Luncheon. If there is no Award Luncheon planned for the year, payment of the service award on a separate check shall coincide with the first paycheck in December of the qualifying year. The Unit member must still be employed by the City at the time of the payment to be eligible for this Annual Service Award pay.

#### **SECTION 06.06      BILINGUAL BONUS PAY**

Unit members shall be paid bilingual pay at a rate of two and one-half percent (2.5%) of the Unit members’ basic rate of pay upon passing a verbal bilingual exam. The Unit member may take a bilingual exam when hired or twice a year when the City offers bilingual exams. Bilingual bonus pay will be paid per pay period to those Unit members who prove proficient in Spanish and/or American Sign Language, and are required to use such languages during the course of City business. The City shall determine qualification requirements and the appropriate exam.

#### **SECTION 06.07      LEAD WORKER PAY**

When a Unit member is designated in a "Lead" role within a classification, that Unit member shall be paid at a Step in the Unit member's salary range which is at least five percent (5%) higher than the highest actual salary being earned by any member of the crew over which the Unit member is charged with being the Lead.

**SECTION 06.08 HIGHER CLASSIFICATION PAY**

Any Unit member requested to work in a higher classification job for more than one consecutive week shall be paid, upon the second consecutive week working in the higher classification job, a five percent (5%) base salary increase or step one of the higher classification range, whichever is greater. The higher classification pay shall be applied to the entire compensable period the employee worked at the higher classification job and shall be paid retroactive back to the first day of such higher classification work. An employee will be considered to have engaged in performing services in a higher classification job where it is determined that fifty percent (50%) or more of the employee’s daily work has been undertaken in the performance of duties that are within the job classification of the higher position and which are not in the job classification of the employee’s current classification.

**SECTION 06.09 SICK LEAVE ACCRUAL**

Unit members shall accrue sick leave at the rate of 3.693 hours bi-weekly. All full-time regular and probationary unit members are eligible to use sick leave beginning on the ninetieth (90<sup>th</sup>) day of employment. Any request for use prior to the ninetieth (90<sup>th</sup>) day of employment will require prior approval of the Unit member's department director and the City Manager or designee. Use of sick leave shall be in accordance with City Personnel Rules Section 14.20, except as otherwise stated in Section 06.09 - Personal Leave.

**SECTION 06.10 PERSONAL LEAVE**

Effective September 1, 2024, upon request and with department director pre-approval, Unit members may use up to forty (40) hours of sick leave as “Personal Leave” per calendar year. The appropriate use of Personal Leave may include such situations as lawyer’s appointments, driver license renewal, home repair appointments, domestic situations not involving family illnesses, and business appointments which normally cannot be done at other non-work times. It shall not be used to extend vacation time.

**SECTION 06.11 VACATION ACCRUAL**

Unit members shall accrue vacation leave in accordance with the formula below The number of hours accrued bi-weekly is as follows:

<b>Years of Service</b>	<b>Hours Accrued Bi-Weekly</b>
0-4	3.693
5	4.616
10	4.923
11	5.231
12	5.539
13	6.154

Accrual at the next highest incremental rate shall begin with the next pay period following Unit member’s anniversary date of commencement of full-time continuous employment with the City.

Effective September 1, 2024, hours accrued over two hundred seventy-five (275) shall be cashed out at one hundred percent (100%) to be included in the first paycheck in January 2025.

Effective January 1, 2025 and going forward, the cap on vacation accrual shall be three hundred fifty (350) hours. Once an employee has accumulated the maximum accrual amount of three hundred fifty (350) hours, no more vacation leave will be accrued by the employee until the accrual has been reduced below the cap. However, when, due to work circumstances and needs of the department, an employee is unable to utilize vacation leave, they shall request approval for excess accumulated vacation. The City Manager or designee will not unreasonably deny such request, provided the employee reduces this total below the cap within six (6) months.

A probationary Unit member shall not be eligible to utilize vacation leave during the first six (6) months of initial full-time employment with the City except with the prior approval of the Unit member's department director and the City Manager or designee.

## **SECTION 06.12 CASH-OUT OF VACATION AND SICK LEAVE**

Annual elective cash-out of vacation and sick leave accruals shall be limited to a maximum of one hundred (100) total hours per calendar year of accrued vacation or sick leave to be converted, and, in compliance with Department of Treasury, Internal Revenue Service ("IRS") regulations (section 1.451-1(a)) must comply with the following:

- A. Any vacation or sick leave conversion request must be made in writing using the form provided by Human Resources and must be received by Human Resources no later than December 15th of the calendar year prior to the calendar year in which the Employee wishes to convert such vacation or sick leave.
- B. All vacation and/or sick leave conversion elections are irrevocable and cannot be changed or amended unless a written rescission is received by Human Resources no later than December 15th of the calendar year prior to conversion.
- C. Unit members who fail to submit an election by December 15th of the calendar year prior to the conversion will not be eligible for vacation and/or sick leave to be converted to cash for that calendar year.
- D. Payments for accrued vacation and/or sick leave conversion to cash shall be made by separate check four (4) times a year (first pay period in September, December, March, and June).
- E. Unit members will be eligible for partial conversion to cash if the full amount of hours elected are not available at the elected time of cash out.
- F. Unit members may not convert sick leave in an amount that would reduce their sick leave balance to less than eighty (80) hours.
- G. Effective January 1, 2025 and going forward, Unit members may not convert sick leave in an amount that would reduce their sick leave balance to less than two hundred (200) hours.

The parties hereto modify/clarify the City's Personnel Rules Section 14.20.4 such that the City agrees to provide Sick Leave cash out upon an employee's separation or elective cash out request, as follows:

25%	over 800 hours
50%	481-800 hours
75%	1st 480 hours

Unit members hired on or after August 29, 2024, shall not be eligible for elective sick leave cash out or cash out of sick leave upon separation of employment or retirement from the City.

Unit members hired on or after August 29, 2024, shall be eligible to bring with them up to one hundred (100) hours of sick leave from their prior employer, so long as the new employee's prior employer did not compensate the employee for their sick leave bank.

Effective August 29, 2024 and going forward, Unit members who are terminated for cause shall not be eligible for any sick leave cash out upon termination of employment.

The parties hereto modify/clarify the City's Personnel Rules Section 14.15.4 such that cash out of both vacation and sick leave shall be paid at the Unit member's "basic rate of pay" as opposed to "regular rate of pay."

The cash out limit of one hundred (100) hours per calendar year shall not apply to any cash out of vacation or sick leave upon separation of employment or retirement from the City.

**SECTION 06.13 HOLIDAY DATES**

Unit members shall have the following designated holidays. It should be understood that other employee groups may follow a different holiday schedule depending on days and hours worked. These provisions shall supersede any of the City Personnel Rules governing the matters addressed in this Section.

1	New Year's Day	January 1
2	Martin Luther King Jr. Day	Third Monday in January
3	President's Day	Third Monday in February
4	Cesar Chavez Day	March 31
5	Memorial Day	Last Monday in May
6	Independence Day	July 4
7	Labor Day	First Monday in September
8	Veterans Day	November 11
9	Thanksgiving Day	Fourth Thursday in November
10	Day After Thanksgiving Day	Fourth Friday in November
11	Christmas Eve (1/2 Day)	December 24
12	Christmas	December 25
13	New Year's Eve (1/2 Day)	December 31

If any of the foregoing holidays fall on a Friday or a Saturday, the holiday will not be observed on the preceding Wednesday or Thursday. For any holiday that falls on a Sunday, it will be at the City Manager's or designee's discretion as to whether it will be observed on the following Monday.

## **SECTION 06.14      FLOATING HOLIDAY**

Unit members shall have a total bank of one hundred forty (140) hours per calendar year available to them for holidays. When any of the above-listed holiday falls on a regular workday or in the case of a Sunday holiday which is celebrated on the following Monday as determined by the City Manager or designee, six (6) to ten (10) hours, depending on Unit member's regular work hours, will be deducted from the holiday bank of hours for each such holiday, and the holiday will be celebrated in the normal manner. At the beginning of each calendar year, the City will determine and distribute its holiday schedule. Based thereon, the total number of holidays will be deducted from the holiday bank of hours. Each Unit member will then be credited with the balance of the remaining one hundred forty (140) holiday bank hours which may be used as floating holiday hours in a manner similar to that of vacation leave hours. All floating holiday hours must be used in the calendar year in which they were credited to the Unit member. Any floating holiday hours not used by the end of the calendar year will be cashed out and included in the first paycheck in January of the following year.

## **SECTION 06.15      CELL PHONES**

Department directors will determine which classifications will be issued a City provided and paid for cell phone based on a determination by the department director that the employee's use of a cell phone is required in order to carry out official City duties.

# **ARTICLE 07 HOURS AND WORK SCHEDULES**

## **SECTION 07.01      NORMAL WORKWEEK**

The City's Personnel Rules Section 6.05 defines the City's normal forty (40) hour workweek and provides for alternative workweek scheduling, as described more fully below. The parties agree that the City may set staggered work schedules over a seven (7) day workweek for some or all public works yard employees to minimize overtime while maintaining the existing forty (40) hour workweek for Unit members.

At the end of the calendar year, the City Manager or designee and the City Council may authorize the closure of some City facilities for a period not to exceed three (3) weeks. During this period of time, payment of base salaries shall be suspended. However, the employee shall continue to accrue benefits such as leave time, and City-funded benefits including but not limited to funding of insurance, shall continue in effect. During said period of time, individual employees may elect to compensate themselves by means of use of earned and accrued compensatory time off, administrative leave, earned and accrued vacation or earned and accrued floating holiday time. The City Manager or designee may authorize, on a case-by-case basis, an impacted employee to work during the end-of-year closure to meet critical work deadlines or demands.

## **SECTION 07.02      ALTERNATIVE 4/10 WORK SCHEDULE**

Unit members may be on any of the following alternative 4/10 work week schedules:

- A. On a 4/40 work schedule, commencing on Monday and concluding on Thursday, or commencing on Tuesday and concluding on Friday, of each calendar week, and that each work day shall consist of ten (10) hours worked per day.

- B. On a 9/80 work schedule, commencing on Monday and concluding on Thursday of each calendar week, working nine (9) hours per day, with every other Friday off. On the Fridays that the Unit member is working, the work day shall consist of eight (8) hours worked per day.
- C. On a 5/40 work schedule, commencing on Monday and concluding on Friday of each calendar week, and that the work days shall consist of eight (8) hours worked per day.
- D. The Library Technician classification works a forty (40)-hour workweek with specific daily schedule set by the City to accommodate Library's hours and operational needs.

Non-exempt Unit members will be provided two fifteen (15) minute rest periods during the day and one thirty (30) minute unpaid lunch period. Scheduling of rest and lunch periods shall be at the sole discretion of the Unit member's department director, but in no case shall the Unit member be denied either a lunch or rest period. Employees shall be allowed to combine the two fifteen (15) minute paid rest periods with the thirty (30) minute unpaid lunch, for a one (1) hour lunch period. Rest period is not cumulative beyond the scheduled workday within which the rest period occurs. Lunch periods shall also not be used to shorten the work day.

### **SECTION 07.03 JANITORIAL / CUSTODIAL WORK SCHEDULES**

The parties agree that the City may set janitorial and/or custodial work schedules as follows:

One assigned to work a shift of 4:00 am to 2:00 pm

One assigned to work a shift of 8:00 am to 6:00 pm

The parties further agree that the City may return to the pre-existing work schedule for these positions at the City's unilateral election without further meet and confer required.

### **SECTION 07.04 BEREAVEMENT LEAVE**

Consistent with the City's Bereavement Leave Policy, Unit members shall be entitled to bereavement leave of up to five (5) working days (no more than forty (40) hours of which would be paid) per incident. If the unit member requires more than forty (40) hours for bereavement, they may use vacation leave, sick leave, or compensatory time off that is otherwise available to the unit member with prior approval, where appropriate.

### **SECTION 07.05 INJURY ON DUTY**

Any Unit member considered non-exempt under the federal Fair Labor Standards Act (FLSA) assigned to light-duty status, will generally be assigned to work his or her normal assigned work days and hours. Any exceptions to this schedule may be made with appropriate advanced notice to the employee with approval of the department director/City Manager or designee. Employees on light-duty status are not authorized to work overtime or accrue compensatory time. Employees will be paid for doctor appointments and/or treatment that occurs during light duty work hours, but not for appointments and/or treatment that occurs during their scheduled time off.

**SECTION 07.06 OVERTIME**

For purposes of calculating Unit member entitlement to overtime pay and/or compensatory time pursuant to the federal Fair Labor Standards Act ("FLSA") for non-exempt Unit members, the work week shall consist of forty (40) work hours worked per week according to the 4/40, 9/80, or 5/40 work week schedule set forth above. Any non-exempt Unit member covered by this MOU who works in excess of forty (40) hours in any work week shall be entitled to overtime pay and/or compensatory time, according to the method then in effect to compensate Unit members for overtime worked. Floating Holiday hours, sick leave hours, vacation, or compensatory time used, will not be included as time worked for purposes of calculating FLSA overtime. Legal holidays, for which City Offices are closed, will not be recognized as time worked for purposes of calculating overtime. Unit members who work on designated City holidays shall be paid at time and a half. However, if the Unit members calls in sick the day before or the day after a legal holiday, that Unit member will only receive overtime based on actual hours worked.

All overtime worked in less than one (1) hour increments in a work shift shall be compensated for in the following manner:

<b>Time Worked</b>	<b>Overtime Compensation</b>
0-15 minutes	.25 hour x 1.5
16-30 minutes	.50 hour x 1.5
31-45 minutes	.75 hour x 1.5
46-60 minutes	1 hour x 1.5

**SECTION 07.07 JURY DUTY**

Any Unit member summoned for jury duty shall be entitled to the Unit member's regular rate of pay for up to ten (10) work days, provided the Unit member deposits any fees for service, excluding mileage, with the City. If a Unit member on an alternative work schedule is summoned for jury duty, the department director or designee shall convert the unit member's usual work shift to a regular five (5) day Monday through Friday shift basis.

**SECTION 07.08 WITNESS LEAVE**

The City Personnel Rules Section 7.05 JURY DUTY AND WITNESS LEAVE provides for witness leave as follows:

"Any employee required to be absent from work by proper subpoena issued by a court or other legally empowered agency, shall be entitled to be absent from work at the employee's regular rate of pay, provided that any fees, except mileage, are deposited with the City."

**SECTION 07.09 COMPENSATORY LEAVE**

City Personnel Rules Section 14.30 provides for compensatory leave. Eligible non-exempt Unit members may accrue a maximum of eighty (80) hours of compensatory leave.

**SECTION 07.10 CALL-IN/CALL-BACK PAY**

Unit members considered non-exempt under the federal Fair Labor Standards Act (FLSA), called into work and who reports for said work on a day other than their regular scheduled work day, shall be entitled to a minimum of four (4) hours of work at the appropriate rate and shall perform such duties as assigned.

A Unit member called back to work after they have completed a regular shift and has left the premises of the City, shall be entitled to a minimum of three (3) hours of work at time and one-half their regular rate of pay.

A Unit member called to work within one hour before the Unit member's regular shift shall be covered by the overtime rules set forth above in the event the call-in time runs continuous with the Unit member's regular shift. Otherwise, the call-back pay provisions above shall apply where there is a break in time between the call-back assignment and the start of the Unit member's regularly scheduled shift. In no event shall there be an overlap of time resulting in double payment of wages for the same time period nor shall a Unit member earn overtime for regularly scheduled work unless that regularly scheduled work exceeds forty (40) hours in a work week. If the Unit member is called to work more than one hour before the Unit member's regular shift, the call-back pay provisions shall apply.

Any Unit member who reports to work on a regularly scheduled work day and on time for work and is put to work shall be guaranteed a minimum of four (4) hours of work and shall be paid for the hours worked, except that Unit members who are scheduled to work less than four (4) hours for that day, will be paid only for time worked.

**ARTICLE 08**  
**INSURANCE AND RELATED BENEFITS**

**SECTION 08.01 MEDICAL BENEFITS**

Medical Benefits shall be under the CalPERS medical program. The City pays one hundred percent (100%) of the premium for any CalPERS medical plan for Unit members and their eligible dependents.

**SECTION 08.02 DENTAL BENEFITS**

The City pays one hundred percent (100%) of the premium for one of two dental plans offered by the City for Unit members and their eligible dependents. The City reserves the right to unilaterally change plans, plan administrators or insurance companies as long as any new plan affords equal or greater benefit coverage.

**SECTION 08.03 VISION BENEFITS**

The City pays one hundred percent (100%) of the premium for a vision plan for Unit members and their eligible dependents. The City reserves the right to unilaterally change plans, plan administrators or insurance companies as long as any new plan affords equal or greater benefit coverage.

#### **SECTION 08.04      GROUP LIFE INSURANCE**

The City pays one hundred percent (100%) of the premium for a group life insurance policy for Unit members with a benefit coverage of one (1) times the Unit member's annual earnings (as defined in policy) to a maximum of one hundred thousand dollar (\$100,000) and coverage for spouse and eligible dependent children of five thousand dollar (\$5,000) each.

#### **SECTION 08.05      ACCIDENTAL DEATH & DISMEMBERMENT POLICY (AD&D)**

The City pays one hundred percent (100%) of the premium for an AD&D policy for Unit members which provides benefit coverage of one (1) times annual base salary up to a maximum of one hundred thousand dollars (\$100,000).

#### **SECTION 08.06      ADDITIONAL VOLUNTARY LIFE AND AD&D COVERAGE**

The City offers additional benefit coverage for purchase by Unit members at said member's own expense.

#### **SECTION 08.07      IRS SECTION 125 AND 129 PROGRAM**

The City shall use its best efforts to establish and maintain a plan, to enable qualifying Unit members covered by this MOU to obtain the deductions set forth in § 125 and § 129 of the Internal Revenue Code as regards Health Care and Dependent Care Flexible Spending Accounts. Health Care FSA plans are governed by the rules of § 125 while Dependent Care FSA plans are governed by the rules of § 125 and § 129 of the Internal Revenue Code and both will be administered in accordance with those rules.

The maximum contribution amounts shall be established in accordance with applicable laws.

The City and the Recognized Employee Organization acknowledge and agree that, should the Internal Revenue Service determine that City has not or cannot develop or cannot maintain such a qualifying plan, City's failure to do so shall not be deemed a breach of this MOU. The City and the Recognized Employee Organization further acknowledge and agree that City does not and shall not provide legal or tax advice to Unit members covered by this MOU as to whether dependent care and health care expenses are legally tax deductible to or by any such Unit member.

The § 125 and § 129 Program will be in full force and effect unless changed by mutual agreement of the City and Recognized Employee Organization. The Program shall be administered through a vendor selected at the City's sole discretion. While participation in the § 125 and § 129 Program is voluntary, all administrative costs for participation are to be paid by the City.

#### **SECTION 08.08      EAP PROGRAM**

The City pays the premium for participation in an Employee Assistance Program for Unit members and their eligible dependents.

#### **SECTION 08.09      STATE DISABILITY INSURANCE**

Unit members participate in the state-sponsored short-term disability program at no expense to the City.

## **SECTION 08.10 MEDICAL, DENTAL & VISION INSURANCE PREMIUM OPT-OUT**

Any Unit member covered hereunder who elects to opt-out of medical, dental & vision coverages offered by the City will be paid a cash benefit in lieu of said coverage equal to one half (1/2) of the average monthly cost to the City for single employee medical insurance coverage only (not including dental or vision), provided such Unit member can demonstrate, to the satisfaction of the City, that such Unit member has opted out of all three (3) coverages and can demonstrate to the satisfaction of the City, that such Unit member has substantially equivalent medical coverage through some other insurance plan, which plan shall remain in full force and effect during the entire term of employment of such Unit member with the City. The City shall have the sole and unfettered right to determine whether a Unit member has satisfactorily demonstrated substantially equivalent medical coverage, and any such Unit member seeking reimbursement from the City must, at least annually, provide written proof of such substantially equivalent medical coverage in a form satisfactory to the City. Payment of this incentive pay shall be made bi-weekly through the regular payroll system.

## **ARTICLE 09 RETIREMENT BENEFIT**

### **SECTION 09.01 CalPERS MEMBERSHIP**

- A. The following provisions in this Section "A" apply to Unit members as defined by AB 340 (the California Public Employees' Pension Reform Act of 2013,) as "classic" members of CalPERS.

The City is a contract member of the California Public Employees' Retirement System (CalPERS). Such membership shall be maintained and employee eligibility, classification, contributions, and benefits are as prescribed in the contract between the City and the California Public Employees' Retirement System heretofore approved by the City Council which includes the programs identified below which shall be maintained during the life of this MOU.

1. Section 21354: 2% @ 55 retirement benefit formula for Unit members.
2. Section 21574: Fourth Level of 1959 Survivors Benefit allowance.
3. Section 21024: Military Service as Public Service
4. Section 20042: One Year Final Compensation (for Unit members hired before May 1, 2011).
5. Section 20037: Three Year Average Final Compensation (for Unit members hired on or after May 1, 2011).
6. Section 21427: Improved non-industrial disability allowance.
7. Section 21624 & 21626: Post-retirement survivor allowance.

8. Section 20965: Credit for unused sick leave.

For Unit members who are classic members of CalPERS, the City shall pay only the employer portion of the required contribution. Unit members who are classic members shall pay the entire employee retirement contribution, which is currently seven percent (7%). The City does not pay any share of the required employee contribution (EPMC).

Effective with the start of the first full pay period in July 2025, classic miscellaneous Unit members will contribute an additional one percent (1.0%) of compensation earnable toward the City's required employer contribution to CalPERS, via payroll deductions pursuant to an amendment to the City's contract with CalPERS under California Government Code Section 20516(a). This cost sharing contribution will be in addition to the seven percent (7%) statutory employee contribution already paid by the employee and will increase the employee's contribution to a total of eight percent (8%).

Effective with the start of the first full pay period in July 2026, classic miscellaneous Unit members will contribute an additional one percent (1.0%) of compensation earnable (for a total of two percent (2%) of compensation earnable) toward the City's required employer contribution to CalPERS, via payroll deductions pursuant to an amendment to the City's contract with CalPERS under California Government Code Section 20516(a). This cost sharing contribution will be in addition to the eight percent (8%) employee contribution already being paid by the employee and will increase the employee's contribution to a total of nine percent (9%).

B. AB 340 (as modified by AB 197) the California Public Employees' Pension Reform Act of 2013 (PEPRA.)

AB 340, as it may from time to time exist, shall in its entirety be given full force and effect during and after the term of this MOU. Any provision in this MOU which contradicts any provision of AB 340, shall be deemed null and void, with the contrary AB 340 provision(s) being given full force and effect. Therefore, no provision of AB 340 shall be deemed to impair any provision of this MOU or any MOU, Agreement, Rule or Regulation predating this MOU.

Unit members hired on and after January 1, 2013, deemed to be a "new member" as defined in Government Code § 7522.04, shall individually pay a CALPERS contribution rate of 50% of the normal cost rate for the Defined Benefit Plan in which said "new member" is enrolled, rounded to the nearest quarter of 1%, or the current contribution rate of similarly situated employees, whichever is greater. (AB 340 – Government Code section 7522.30)

Unit members who are "new members" (miscellaneous employees) on and after January 1, 2013, shall be enrolled in the AB 340 provided for 2% @ 62 retirement formula (Govt. Code § 7522.20).

Unit members who are "new members" on and after January 1, 2013, shall have "final compensation" measured by the highest average annual pensionable

compensation earned by the member during a period of at least 36 consecutive months (Section 7522.32.)

### Cost Sharing

Effective with the start of the first full pay period in July 2025, PEPRA miscellaneous employees will contribute an additional half percent (.5%) of compensation earnable toward the City's normal cost to CalPERS via payroll deductions pursuant to an amendment to the City's contract with CalPERS under California Government Code Section 20516(a). This cost sharing contribution will be in addition to the fifty percent (50%) of normal cost already being paid by the employee to a total of fifty and a half percent (50.5%).

Effective with the start of the first full pay period in July 2026, PEPRA miscellaneous employees will contribute an additional half percent (.5%) of compensation earnable toward the City's normal cost contribution to CalPERS, via payroll deductions pursuant an amendment to the City's contract with CalPERS under to California Government Code Section 20516(a). This cost sharing contribution will be in addition to the fifty and a half percent (50.5%) of normal cost already being paid by the employee to a total of fifty-one percent (51%).

During the term of this MOU, the City shall initiate a CalPERS contract amendment so that the additional cost share percentages described above fall under California Government Code Section 20516(a). If for any reason the City is not able to make any of the cost sharing deductions set forth above, the cost sharing will be implemented outside of a PERS contract amendment as authorized by California Government Code Section 20516(f). The City and bargaining unit will take all actions necessary to implement the pension cost sharing agreement described here.

### **SECTION 09.02      PARS MEMBERSHIP**

Pursuant to Government Code §§ 53216 et seq., the City participates in the Public Agency Retirement Services (PARS) Retirement Enhancement Plan which affords Unit members the retirement benefit commonly referred to as "1% at 55." The City pays on behalf of each eligible Unit member an amount sufficient to pay the full cost of the PARS retirement enhancement benefit. The City's participation in PARS is in addition to, and not in lieu of, the City's participation in the CalPERS programs identified in the preceding Section. The City's PARS participation shall continue in full force and effect during the term of this MOU.

Unit members hired before January 1, 2007 shall have their PARS benefits vested after completing three (3) years of continuous employment with the City and service credit shall be given for previous employment with/by other agencies and/or cities. Unit members hired after January 1, 2007 shall have their PARS benefit vested after ten (10) years of continuous employment with the City and no service credit shall be given for previous employment with/by other agencies and/or cities.

Effective January 1, 2011 the parties agreed to modify the PARS plan design for current Unit members hired before January 1, 2011 regarding cash out options with an employee contribution of four-tenths of a percent (0.4%) on a pre-tax basis. Section 4.2(d) and Section 4.2(c) of the PARS plan document was modified, thereby removing plan features such as the option of lump sum payment, and fixed term payments of 5-6 years. Section 2.3 of the PARS plan document was modified, thereby removing the pre-retirement disability benefit. All Unit members hired

before January 1, 2011, shall pay four-tenths of a percent 0.4% of salary to maintain the PARS plan design features of fixed term payments of 7-15 years.

Effective September 1, 2024, or as soon as administratively practicable, all miscellaneous Unit members hired before January 1, 2011, shall pay an additional two and one tenths percent (2.1%) of salary, for a total of two and a half percent (2.5%) of salary, for the cost of the PARS retirement enhancement benefit.

Effective January 1, 2011, the PARS plan document was modified to add a “pop-up” provision to Option 2 of the PARS REP plan, whereby if the beneficiary predeceases the retiree, the retiree’s monthly benefit will increase.

For Unit members, hired on or after January 1, 2011 and before January 1, 2013, the City shall pay on behalf of each eligible Unit member fifty percent (50%) of the amount sufficient to pay for the cost of the PARS retirement enhancement benefit. The Unit member shall be required to pay for fifty percent (50%) of the contribution.

Unit members hired on and after January 1, 2013 shall be ineligible to participate in the PARS program.

### **SECTION 09.03 RETIREE MEDICAL**

CalPERS eligible retirees (Unit members hired before January 1, 2011) and their dependents shall receive one hundred percent (100%) lifetime medical insurance upon retirement from the City. The City shall pay one hundred percent (100%) of the premium for any CalPERS medical plan.

For Unit members hired on or after January 1, 2011 retiree medical will be implemented in accordance with the CalPERS Health Benefit Vesting Resolution No. 2010-49-2479 which mirrors the state plan for contribution levels. The resolution requires ten (10) years of service, five (5) years of which is with Irwindale, for fifty percent (50%) contribution of state designated amount towards retiree medical premium and twenty (20) years of service, five (5) years of which is with Irwindale, for one hundred percent (100%) contribution of state designated amount towards retiree medical premium for any CalPERS medical plan. Contribution level shall be as follows:

Credited Years of PERS Service (5 of which must be performed at the City of Irwindale)	Percentage of Contribution
10	50%
11	55%
12	60%
13	65%
14	70%
15	75%
16	80%
17	85%
18	90%
19	95%
20+	100%

**SECTION 09.04 DEFERRED COMPENSATION PROGRAM**

Effective September 1, 2024, the City will match up to one hundred dollars (\$100.00) per month of a Unit member's contribution to a City Authorized Deferred Compensation Plan authorized under Internal Revenue Code Section 457. The combined contribution between the City's and the employee's contribution to the City's Deferred Compensation Plan(s) cannot exceed the maximum permitted by law.

**ARTICLE 10  
MISCELLANEOUS PROVISIONS**

**SECTION 10.01 CONTRACTING OUT PROVISIONS**

Prior to contracting with outside vendors in excess of twenty thousand dollars (\$20,000.00) annually for work or services usually performed by Unit members covered by this MOU or proposed to be performed for the City, the City and the Recognized Employee Organization will meet and confer to determine if the same can be performed or retained by Unit members covered by this MOU. The City and Recognized Employee Organization acknowledge and agree that the City retains the sole and unfettered right, through its City Council, to determine what work or services to be performed by outside vendors, and the parties hereto further acknowledge and agree that failure on the part of the City and the Recognized Employee Organization to reach agreement through this meet and confer process on issues relating to such work and services to be contracted for with outside vendors shall not constitute a breach of this MOU on the part of the City, nor shall it constitute a violation of the Meyers-Milias-Brown Act on the part of the City. For work or services performed at twenty thousand dollars (\$20,000.00) or less annually, there is no obligation to meet and confer.

**SECTION 10.02 DIRECT DEPOSIT REQUIREMENT**

The City shall maintain a mandatory requirement for participation in direct deposit for payroll for all new Unit members hired after July 8, 2001.

**SECTION 10.03 TUITION REIMBURSEMENT**

City Personnel Rules Section 15.25 as applied to Unit members is modified by this provision to the extent that the City and the Recognized Employee Organization agree that the City determines funding levels to be set at twenty thousand dollars (\$20,000) tuition per fiscal year to be used exclusively by ICEA members only during the term of this contract. Unit members applying for tuition reimbursement will initially receive twenty percent (20%) of the allocated twenty thousand dollars (\$20,000). If, at the end of the fiscal year, unencumbered funds are available in the tuition reimbursement account, remaining funds will be used to further reimburse those employees who have accumulated reimbursable educational expenses in excess of twenty percent (20%) of the total available for that fiscal year. If more than one employee incurs such additional expenses, distribution of the remaining funds will be made equally among said employees until each individual employee has been fully reimbursed, or until the funds have been depleted, whichever comes first.

To be eligible for reimbursement, employees must have completed their probationary period. Reimbursement requests must be submitted within sixty (60) days of completing the class or coursework or receiving the passing grade. In addition, the institution must be accredited by an

agency recognized by the California Department of Education, U.S. Department of Education or Council for Higher Education Accreditation.

All courses taken and completed must have prior written approval of the department director and the City Manager or designee and be related to the Unit member's employment with the City, unless the course is part of classes necessary for obtaining a degree. Upon completion of each course, the Unit member must complete the appropriate City form requesting tuition reimbursement. Reimbursement will be made only after an employee has satisfactorily completed the class or workshop with the grade of C or better or equivalent completion and that evidence of same has been submitted and approved by the Personnel Officer. Unit members requesting reimbursement for course-related textbooks are required to turn the books into the Human Resources Department. Textbooks should not be marked or written in, and they must be in usable condition. Effective September 1, 2024, Unit members will receive reimbursement for required course-related digital textbooks upon request for reimbursement and proof of payment.

#### **SECTION 10.04 UNIFORM ALLOWANCE**

- A. Unit members in the Public Works Department covered by this MOU shall be permitted to wear approved shorts in lieu of long pants year round as long as it does not pose a safety hazard as determined by the Unit member's supervisor in their sole discretion. Purchase, maintenance or cleaning of said shorts shall not be at the City's expense.
  
- B. Effective September 1, 2024, Unit members listed in the classifications below are eligible to receive a uniform reimbursement of up to four hundred fifty dollars (\$450.00) for up to two (2) pairs of safety shoes/boots per fiscal year as required by department director:
  - 1. Bus Driver
  - 2. Code Enforcement Officer
  - 3. Janitor
  - 4. Maintenance Aide
  - 5. Maintenance Worker I
  - 6. Maintenance Worker II
  - 7. Maintenance Lead Worker
  - 8. Senior Bus Driver
  - 9. Senior Code Enforcement Officer
  
- C. Effective September 1 2024, Unit members listed in the classifications Engineering Technician, Information Technology Technician, and Senior Center Leader/Bus Driver are eligible to receive a uniform reimbursement of up to three hundred dollars (\$300) during the term of the contract for safety shoes/boots as required by department director.

#### **SECTION 10.05 UNIFORM ALLOWANCE FOR POLICE NON-SWORN EMPLOYEES**

The full-time position of Police Administrative Clerk, Police Records Clerk, and Police Records Clerk/Dispatcher shall receive an annual uniform allowance in the amount of nine hundred dollars (\$900.00).

## **SECTION 10.06 FLEXIBLE STAFFING POLICY**

The City may grant a flexible staffing promotion to an employee who holds one of the following flexible staffing classifications: Maintenance Aide, Maintenance Worker I, II.

- A. An employee will be eligible to progress from a Maintenance Aide to a Maintenance Worker I if all of the following occur, provided that, the progression remains at the sole discretion of the City Manager or designee:
  - 1. The employee has completed four (4) years as a full-time Maintenance Aide;
  - 2. The employee has achieved an overall rating of “highly satisfactory” on the last two annual performance evaluations immediately preceding the promotion;
  - 3. The employee meets the minimum qualifications for the position; and
  - 4. The employee has the recommendation of the department director.
  
- B. Maintenance Worker I can progress to a level II if all of the following occur, provided that, the progression remains at the sole discretion of the City Manager or designee:
  - 1. The employee has completed (4) years as a level I;
  - 2. The employee has achieved an overall rating of “highly satisfactory” on the last two annual performance evaluations immediately preceding the promotion;
  - 3. The employee meets the minimum qualifications for the position; and
  - 4. The employee has the recommendation of the department director.

A Maintenance Worker I can only progress to a level II if there is a vacancy. The total number of Maintenance Worker II positions is limited to six (6) at any one time. If there are two or more eligible Maintenance Worker I employees and only one (1) vacant Maintenance Worker II position, then the Maintenance Worker II position will go through the internal recruitment process.
  
- C. Upon a flexible staffing promotion, an employee shall be paid at the Step in the higher salary range which is at least a five (5%) percent increase over the salary he or she received in the employee's current (pre-promotional) job classification; provided that such increase shall be at least equivalent to the minimum and shall not exceed the maximum salary step level established for the new job classification. A flexible staffing promotion shall establish a new performance evaluation date for purposes of applying the salary step plan. Any flexible staffing promotional appointment shall be subject to a six (6) month probationary period.

**ARTICLE 11**  
**COMPLETION OF NEGOTIATIONS AND FULL UNDERSTANDING**

**SECTION 11.01      COMPLETION OF NEGOTIATIONS**

The terms and conditions set forth in this MOU represent the full and complete understanding between the parties. During the term of this MOU, the Recognized Employee Organization expressly waives the right to meet and negotiate with respect to any subject covered in this MOU, unless modified through the voluntary, mutual consent of the parties.

**SECTION 11.02      FULL INTEGRATION**

This MOU terminates and supersedes those partial practices, agreements, procedures, traditions, and rules or regulations inconsistent with any matters covered in this MOU. The parties agree that during the negotiation that culminated in this MOU, each party enjoyed the opportunity to make demands and proposals with respect to any matter, even though some matters were proposed and later withdrawn, and that the understandings and agreements arrived at after the exercise of that right and opportunity are executed in this MOU. However, all provisions of existing City rules and regulations, resolutions, ordinances and policies not specifically contained in, or referred to by this MOU, shall remain in full force and effect, and are specifically not superseded or otherwise affected by this MOU.

**SECTION 11.03      REOPENERS**

Notwithstanding the provisions of Sections 11.01 and 11.02 above, the City and the Recognized Employee Organization agree to meet and confer on the following items during the term of this MOU:

- A. Updating, modifying and/or instituting a new Employer-Employee Relations Resolution;
- B. Updating the City Personnel Rules;
- C. Updating the City's job description/specifications;
- D. Updating and/or creating a City Cell Phone Policy;
- E. Creating a City Wellness Program;
- F. Creating a City Employee Rewards and Recognition Program;
- G. Discuss bargaining unit modification whereby ICEA and IMEA represented bargaining units would be combined into one bargaining unit represented by one employee organization;
- H. Discuss the feasibility of participation in City funded Post Employment Health Plan (PEHP) that would fund retiree dental and vision benefits;
- I. Discuss an annual rotation of Maintenance Aide, Maintenance I/II, and Maintenance Lead staff for the 4<sup>th</sup> of July holiday; and

- J. Meet to determine classifications in the ICEA represented unit membership based on the definition included in the EERR.

**ARTICLE 12**  
**EMERGENCY WAIVER PROVISION**

**SECTION 12.01 WAIVER GRANTED**

In the event of circumstances beyond the control of the City, such as force majeure, fire, flood, earthquake, insurrection, civil disorder, national emergency, or similar circumstances, provisions of this MOU or the Personnel Rules and Regulations of the City, which restrict the City's ability to respond to these emergencies, shall be suspended for the duration of such emergency. After the emergency is declared over, this MOU will be reinstated immediately. The Recognized Employee Organization shall have the right to meet and confer with the City regarding the impact on Unit members of the suspension of provisions in the MOU during the course of the emergency. Any rights and benefits suspended by virtue of the emergency shall be restored as soon as practicable at the conclusion of the emergency.

**ARTICLE 13**  
**DRAFTING PROVISIONS**

**SECTION 13.01 SEVERABILITY DECLARED**

Should any provision of this MOU be found to be inoperative, void or invalid by a court of competent jurisdiction, all other provisions of this MOU shall remain in full force and effect for the duration of this MOU. The parties shall meet and confer over a new provision to replace any such provision stricken by law.

**SECTION 13.02 JOINT DRAFTING**

Each party has cooperated in the drafting and preparation of this MOU. Hence, in any construction to be made of this MOU, the same shall not be construed against any party.

**SECTION 13.03 MODIFICATION**

This MOU may only be modified or amended by written agreement between the parties which then must be approved by Council resolution.

**ARTICLE 14**  
**RATIFICATION AND EXECUTION**

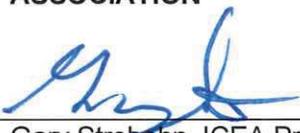
This MOU has been developed as a result of meet and confer sessions between representatives of the City and the Recognized Employee Organization regarding issues related to wages, hours and other terms and conditions of employment. The City's representatives and the Recognized Employee Organization have reached an understanding as to certain recommendations to be made to the City Council for the City of Irwindale and have agreed that the parties hereto will jointly urge said Council to adopt a new wage and benefit resolution which will provide for the changes contained in said joint recommendation. The City and the Recognized Employee Organization acknowledge that this MOU shall not be in full force and effect until adoption by the City Council of the City.

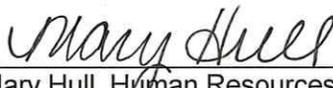
Subject to the foregoing, this MOU is hereby executed by the authorized representatives of the City and the Recognized Employee Organization and entered into this 13 day of November, 2024.

**CITY OF IRWINDALE**

**THE IRWINDALE CITY EMPLOYEES  
ASSOCIATION**

  
\_\_\_\_\_  
Julian A. Miranda, City Manager/Municipal  
Employee Relations Representative

  
\_\_\_\_\_  
Gary Stroben, ICEA President

  
\_\_\_\_\_  
Mary Hull, Human Resources/Risk Manager

**ATTACHMENT "A"**  
**ICEA UNIT MEMBERS**

**Position Title**

Accountant  
Administrative Secretary  
Assistant Planner  
Building Inspector  
Bus Driver  
Code Enforcement Officer  
Deputy City Clerk  
Engineering Technician  
Finance Analyst  
Finance Technician  
Human Resources Specialist  
Inclusion Specialist  
Information Technology Technician  
Janitor  
Library Technician  
Maintenance Aide  
Maintenance Lead Worker  
Maintenance Worker I  
Maintenance Worker II  
Office Specialist  
Permit Technician  
Planning Technician  
Police Administrative Clerk  
Police Records Clerk  
Police Records Clerk/ Dispatcher  
Police Services Specialist  
Recreation Assistant  
Senior Bus Driver

**Position Title**

Senior Center Assistant

Senior Center Leader/Bus Driver

Senior Center Specialist

Senior Code Enforcement Officer

Senior Recreation Leader

ATTACHMENT A-1  
**CITY OF IRWINDALE**  
**Full-Time Salary Schedule**  
**Fiscal Year 2024-2025**  
**Effective September 1, 2024**

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
ICEA	Accountant	1	Hourly	45	36.4135	38.2341	40.1457	42.1529	44.2606
			Bi-Weekly		2,913.08	3,058.73	3,211.65	3,372.23	3,540.85
			Monthly		6,312	6,627	6,959	7,307	7,672
			Annual		75,740	79,527	83,503	87,678	92,062
ICEA	Administrative Secretary	2	Hourly	37	29.8856	31.3798	32.9490	34.5966	36.3264
			Bi-Weekly		2,390.85	2,510.38	2,635.92	2,767.73	2,906.12
			Monthly		5,180	5,439	5,711	5,997	6,297
			Annual		62,162	65,270	68,534	71,961	75,559
ICEA	Assistant Planner	1	Hourly	45	36.4135	38.2341	40.1457	42.1529	44.2606
			Bi-Weekly		2,913.08	3,058.73	3,211.65	3,372.23	3,540.85
			Monthly		6,312	6,627	6,959	7,307	7,672
			Annual		75,740	79,527	83,503	87,678	92,062
ICEA	Bus Driver	1	Hourly	33	27.0755	28.4293	29.8510	31.3438	32.9111
			Bi-Weekly		2,166.04	2,274.35	2,388.08	2,507.50	2,632.88
			Monthly		4,693	4,928	5,174	5,433	5,705
			Annual		56,317	59,133	62,090	65,195	68,455
ICEA	Code Enforcement Officer	1	Hourly	39	31.3990	32.9692	34.6178	36.3486	38.1659
			Bi-Weekly		2,511.92	2,637.54	2,769.42	2,907.88	3,053.27
			Monthly		5,443	5,715	6,000	6,300	6,615
			Annual		65,310	68,576	72,005	75,605	79,385
ICEA	Deputy City Clerk	0	Hourly	41	32.9880	34.6375	36.3692	38.1875	40.0971
			Bi-Weekly		2,639.04	2,771.00	2,909.54	3,055.00	3,207.77
			Monthly		5,718	6,004	6,304	6,619	6,950
			Annual		68,615	72,046	75,648	79,430	83,402
ICEA	Engineering Technician	3	Hourly	40	32.1841	33.7933	35.4832	37.2572	39.1202
			Bi-Weekly		2,574.73	2,703.46	2,838.65	2,980.58	3,129.62
			Monthly		5,579	5,858	6,150	6,458	6,781
			Annual		66,943	70,290	73,805	77,495	81,370
ICEA	Finance Analyst	1	Hourly	45	36.4135	38.2341	40.1457	42.1529	44.2606
			Bi-Weekly		2,913.08	3,058.73	3,211.65	3,372.23	3,540.85
			Monthly		6,312	6,627	6,959	7,307	7,672
			Annual		75,740	79,527	83,503	87,678	92,062

**CITY OF IRWINDALE**  
**Full-Time Salary Schedule**  
**Fiscal Year 2024-2025**  
**Effective September 1, 2024**

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
ICEA	Finance Technician	1	Hourly	36	29.1567	30.6144	32.1452	33.7524	35.4399
			Bi-Weekly		2,332.54	2,449.15	2,571.62	2,700.19	2,835.19
			Monthly		5,054	5,307	5,572	5,850	6,143
			Annual		60,646	63,678	66,862	70,205	73,715
ICEA	Human Resources Specialist	0	Hourly	38	30.6327	32.1644	33.7726	35.4611	37.2341
			Bi-Weekly		2,450.62	2,573.15	2,701.81	2,836.88	2,978.73
			Monthly		5,310	5,575	5,854	6,147	6,454
			Annual		63,716	66,902	70,247	73,759	77,447
ICEA	Inclusion Specialist	1	Hourly	37	29.8856	31.3798	32.9490	34.5966	36.3264
			Bi-Weekly		2,390.85	2,510.38	2,635.92	2,767.73	2,906.12
			Monthly		5,180	5,439	5,711	5,997	6,297
			Annual		62,162	65,270	68,534	71,961	75,559
ICEA	Information Technology Technician	1	Hourly	36	29.1567	30.6144	32.1452	33.7524	35.4399
			Bi-Weekly		2,332.54	2,449.15	2,571.62	2,700.19	2,835.19
			Monthly		5,054	5,307	5,572	5,850	6,143
			Annual		60,646	63,678	66,862	70,205	73,715
ICEA	Janitor	1	Hourly	20	19.6404	20.6226	21.6538	22.7365	23.8736
			Bi-Weekly		1,571.23	1,649.81	1,732.31	1,818.92	1,909.88
			Monthly		3,404	3,575	3,753	3,941	4,138
			Annual		40,852	42,895	45,040	47,292	49,657
ICEA	Library Technician	1	Hourly	29	24.5288	25.7553	27.0433	28.3957	29.8154
			Bi-Weekly		1,962.31	2,060.42	2,163.46	2,271.65	2,385.23
			Monthly		4,252	4,464	4,688	4,922	5,168
			Annual		51,020	53,571	56,250	59,063	62,016
ICEA	Maintenance Aide	4	Hourly	25	22.2216	23.3327	24.4995	25.7245	27.0106
			Bi-Weekly		1,777.73	1,866.62	1,959.96	2,057.96	2,160.85
			Monthly		3,852	4,044	4,247	4,459	4,682
			Annual		46,221	48,532	50,959	53,507	56,182
ICEA	Maintenance Lead Worker	2	Hourly	43	34.6587	36.3918	38.2115	40.1221	42.1284
			Bi-Weekly		2,772.69	2,911.35	3,056.92	3,209.77	3,370.27
			Monthly		6,008	6,308	6,623	6,955	7,302
			Annual		72,090	75,695	79,480	83,454	87,627

**CITY OF IRWINDALE**  
**Full-Time Salary Schedule**  
**Fiscal Year 2024-2025**  
**Effective September 1, 2024**

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
ICEA	Maintenance Worker I	2	Hourly	31	25.7707	27.0591	28.4120	29.8327	31.3245
			Bi-Weekly		2,061.65	2,164.73	2,272.96	2,386.62	2,505.96
			Monthly		4,467	4,690	4,925	5,171	5,430
			Annual		53,603	56,283	59,097	62,052	65,155
ICEA	Maintenance Worker II	4	Hourly	40	32.1841	33.7933	35.4832	37.2572	39.1202
			Bi-Weekly		2,574.73	2,703.46	2,838.65	2,980.58	3,129.62
			Monthly		5,579	5,858	6,150	6,458	6,781
			Annual		66,943	70,290	73,805	77,495	81,370
ICEA	Office Specialist	3	Hourly	29	24.5288	25.7553	27.0433	28.3957	29.8154
			Bi-Weekly		1,962.31	2,060.42	2,163.46	2,271.65	2,385.23
			Monthly		4,252	4,464	4,688	4,922	5,168
			Annual		51,020	53,571	56,250	59,063	62,016
ICEA	Permit Technician	1	Hourly	37	29.8856	31.3798	32.9490	34.5966	36.3264
			Bi-Weekly		2,390.85	2,510.38	2,635.92	2,767.73	2,906.12
			Monthly		5,180	5,439	5,711	5,997	6,297
			Annual		62,162	65,270	68,534	71,961	75,559
ICEA	Planning Technician	0	Hourly	36	29.1567	30.6144	32.1452	33.7524	35.4399
			Bi-Weekly		2,332.54	2,449.15	2,571.62	2,700.19	2,835.19
			Monthly		5,054	5,307	5,572	5,850	6,143
			Annual		60,646	63,678	66,862	70,205	73,715
ICEA	Police Administrative Clerk	1	Hourly	28	23.9308	25.1274	26.3837	27.7029	29.0880
			Bi-Weekly		1,914.46	2,010.19	2,110.69	2,216.23	2,327.04
			Monthly		4,148	4,355	4,573	4,802	5,042
			Annual		49,776	52,265	54,878	57,622	60,503
ICEA	Police Records Clerk	0	Hourly	28	23.9308	25.1274	26.3837	27.7029	29.0880
			Bi-Weekly		1,914.46	2,010.19	2,110.69	2,216.23	2,327.04
			Monthly		4,148	4,355	4,573	4,802	5,042
			Annual		49,776	52,265	54,878	57,622	60,503
ICEA	Police Records Clerk/ Dispatcher	1	Hourly	32	26.4144	27.7351	29.1216	30.5779	32.1067
			Bi-Weekly		2,113.15	2,218.81	2,329.73	2,446.23	2,568.54
			Monthly		4,579	4,807	5,048	5,300	5,565
			Annual		54,942	57,689	60,573	63,602	66,782

**CITY OF IRWINDALE**  
**Full-Time Salary Schedule**  
**Fiscal Year 2024-2025**  
**Effective September 1, 2024**

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
ICEA	Police Services Specialist	1	Hourly	41	32.9880	34.6375	36.3692	38.1875	40.0971
			Bi-Weekly		2,639.04	2,771.00	2,909.54	3,055.00	3,207.77
			Monthly		5,718	6,004	6,304	6,619	6,950
			Annual		68,615	72,046	75,648	79,430	83,402
ICEA	Recreation Assistant	0	Hourly	29	24.5288	25.7553	27.0433	28.3957	29.8154
			Bi-Weekly		1,962.31	2,060.42	2,163.46	2,271.65	2,385.23
			Monthly		4,252	4,464	4,688	4,922	5,168
			Annual		51,020	53,571	56,250	59,063	62,016
ICEA	Senior Bus Driver	1	Hourly	37	29.8856	31.3798	32.9490	34.5966	36.3264
			Bi-Weekly		2,390.85	2,510.38	2,635.92	2,767.73	2,906.12
			Monthly		5,180	5,439	5,711	5,997	6,297
			Annual		62,162	65,270	68,534	71,961	75,559
ICEA	Senior Center Assistant	1	Hourly	29	24.5288	25.7553	27.0433	28.3957	29.8154
			Bi-Weekly		1,962.31	2,060.42	2,163.46	2,271.65	2,385.23
			Monthly		4,252	4,464	4,688	4,922	5,168
			Annual		51,020	53,571	56,250	59,063	62,016
ICEA	Senior Center Leader/Bus Driver	1	Hourly	33	27.0755	28.4293	29.8510	31.3438	32.9111
			Bi-Weekly		2,166.04	2,274.35	2,388.08	2,507.50	2,632.88
			Monthly		4,693	4,928	5,174	5,433	5,705
			Annual		56,317	59,133	62,090	65,195	68,455
ICEA	Senior Center Specialist	1	Hourly	37	29.8856	31.3798	32.9490	34.5966	36.3264
			Bi-Weekly		2,390.85	2,510.38	2,635.92	2,767.73	2,906.12
			Monthly		5,180	5,439	5,711	5,997	6,297
			Annual		62,162	65,270	68,534	71,961	75,559
ICEA	Senior Code Enforcement Officer	1	Hourly	45	36.4135	38.2341	40.1457	42.1529	44.2606
			Bi-Weekly		2,913.08	3,058.73	3,211.65	3,372.23	3,540.85
			Monthly		6,312	6,627	6,959	7,307	7,672
			Annual		75,740	79,527	83,503	87,678	92,062
ICEA	Senior Recreation Leader	3	Hourly	19	19.1620	20.1202	21.1264	22.1827	23.2918
			Bi-Weekly		1,532.96	1,609.62	1,690.12	1,774.62	1,863.35
			Monthly		3,321	3,488	3,662	3,845	4,037
			Annual		39,857	41,850	43,943	46,140	48,447

ATTACHMENT A-2  
**CITY OF IRWINDALE**  
**Full-Time Salary Schedule**  
**Fiscal Year 2025-2026**  
**Effective July 6, 2025**

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
ICEA	Accountant	1	Hourly	45	37.8702	39.7639	41.7519	43.8394	46.0313
			Bi-Weekly		3,029.62	3,181.12	3,340.15	3,507.15	3,682.50
			Monthly		6,564	6,892	7,237	7,599	7,979
			Annual		78,770	82,709	86,844	91,186	95,745
ICEA	Administrative Secretary	2	Hourly	37	31.0808	32.6346	34.2663	35.9798	37.7788
			Bi-Weekly		2,486.46	2,610.77	2,741.31	2,878.38	3,022.31
			Monthly		5,387	5,657	5,940	6,237	6,548
			Annual		64,648	67,880	71,274	74,838	78,580
ICEA	Assistant Planner	1	Hourly	45	37.8702	39.7639	41.7519	43.8394	46.0313
			Bi-Weekly		3,029.62	3,181.12	3,340.15	3,507.15	3,682.50
			Monthly		6,564	6,892	7,237	7,599	7,979
			Annual		78,770	82,709	86,844	91,186	95,745
ICEA	Building Inspector	1	Hourly	44	36.9466	38.7938	40.7337	42.7702	44.9087
			Bi-Weekly		2,955.73	3,103.50	3,258.69	3,421.62	3,592.69
			Monthly		6,404	6,724	7,061	7,414	7,784
			Annual		76,849	80,691	84,726	88,962	93,410
ICEA	Bus Driver	1	Hourly	33	28.1587	29.5668	31.0452	32.5976	34.2274
			Bi-Weekly		2,252.69	2,365.35	2,483.62	2,607.81	2,738.19
			Monthly		4,881	5,125	5,381	5,650	5,933
			Annual		58,570	61,499	64,574	67,803	71,193
ICEA	Code Enforcement Officer	1	Hourly	39	32.6548	34.2875	36.0019	37.8019	39.6918
			Bi-Weekly		2,612.38	2,743.00	2,880.15	3,024.15	3,175.35
			Monthly		5,660	5,943	6,240	6,552	6,880
			Annual		67,922	71,318	74,884	78,628	82,559
ICEA	Deputy City Clerk	0	Hourly	41	34.3077	36.0231	37.8240	39.7154	41.7010
			Bi-Weekly		2,744.62	2,881.85	3,025.92	3,177.23	3,336.08
			Monthly		5,947	6,244	6,556	6,884	7,228
			Annual		71,360	74,928	78,674	82,608	86,738
ICEA	Engineering Technician	3	Hourly	40	33.4716	35.1452	36.9024	38.7476	40.6851
			Bi-Weekly		2,677.73	2,811.62	2,952.19	3,099.81	3,254.81
			Monthly		5,802	6,092	6,396	6,716	7,052
			Annual		69,621	73,102	76,757	80,595	84,625

**CITY OF IRWINDALE**  
**Full-Time Salary Schedule**  
**Fiscal Year 2025-2026**  
**Effective July 6, 2025**

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
ICEA	Finance Analyst	1	Hourly	45	37.8702	39.7639	41.7519	43.8394	46.0313
			Bi-Weekly		3,029.62	3,181.12	3,340.15	3,507.15	3,682.50
			Monthly		6,564	6,892	7,237	7,599	7,979
			Annual		78,770	82,709	86,844	91,186	95,745
ICEA	Finance Technician	1	Hourly	36	30.3231	31.8394	33.4313	35.1029	36.8582
			Bi-Weekly		2,425.85	2,547.15	2,674.50	2,808.23	2,948.65
			Monthly		5,256	5,519	5,795	6,085	6,389
			Annual		63,072	66,226	69,537	73,014	76,665
ICEA	Human Resources Specialist	0	Hourly	38	31.8582	33.4510	35.1236	36.8798	38.7240
			Bi-Weekly		2,548.65	2,676.08	2,809.88	2,950.38	3,097.92
			Monthly		5,522	5,798	6,088	6,393	6,712
			Annual		66,265	69,578	73,057	76,710	80,546
ICEA	Inclusion Specialist	1	Hourly	37	31.0808	32.6346	34.2663	35.9798	37.7788
			Bi-Weekly		2,486.46	2,610.77	2,741.31	2,878.38	3,022.31
			Monthly		5,387	5,657	5,940	6,237	6,548
			Annual		64,648	67,880	71,274	74,838	78,580
ICEA	Information Technology Technician	1	Hourly	36	30.3231	31.8394	33.4313	35.1029	36.8582
			Bi-Weekly		2,425.85	2,547.15	2,674.50	2,808.23	2,948.65
			Monthly		5,256	5,519	5,795	6,085	6,389
			Annual		63,072	66,226	69,537	73,014	76,665
ICEA	Janitor	1	Hourly	20	20.4260	21.4471	22.5197	23.6457	24.8279
			Bi-Weekly		1,634.08	1,715.77	1,801.58	1,891.65	1,986.23
			Monthly		3,541	3,718	3,903	4,099	4,304
			Annual		42,486	44,610	46,841	49,183	51,642
ICEA	Library Technician	1	Hourly	29	25.5101	26.7856	28.1250	29.5313	31.0077
			Bi-Weekly		2,040.81	2,142.85	2,250.00	2,362.50	2,480.62
			Monthly		4,422	4,643	4,875	5,119	5,375
			Annual		53,061	55,714	58,500	61,425	64,496
ICEA	Maintenance Aide	4	Hourly	25	23.1106	24.2663	25.4798	26.7538	28.0913
			Bi-Weekly		1,848.85	1,941.31	2,038.38	2,140.31	2,247.31
			Monthly		4,006	4,206	4,417	4,637	4,869
			Annual		48,070	50,474	52,998	55,648	58,430

**CITY OF IRWINDALE**  
**Full-Time Salary Schedule**  
**Fiscal Year 2025-2026**  
**Effective July 6, 2025**

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
ICEA	Maintenance Lead Worker	2	Hourly	43	36.0452	37.8476	39.7399	41.7269	43.8135
			Bi-Weekly		2,883.62	3,027.81	3,179.19	3,338.15	3,505.08
			Monthly		6,248	6,560	6,888	7,233	7,594
			Annual		74,974	78,723	82,659	86,792	91,132
ICEA	Maintenance Worker I	2	Hourly	31	26.8014	28.1413	29.5486	31.0260	32.5774
			Bi-Weekly		2,144.12	2,251.31	2,363.88	2,482.08	2,606.19
			Monthly		4,646	4,878	5,122	5,378	5,647
			Annual		55,747	58,534	61,461	64,534	67,761
ICEA	Maintenance Worker II	4	Hourly	40	33.4716	35.1452	36.9024	38.7476	40.6851
			Bi-Weekly		2,677.73	2,811.62	2,952.19	3,099.81	3,254.81
			Monthly		5,802	6,092	6,396	6,716	7,052
			Annual		69,621	73,102	76,757	80,595	84,625
ICEA	Office Specialist	3	Hourly	29	25.5101	26.7856	28.1250	29.5313	31.0077
			Bi-Weekly		2,040.81	2,142.85	2,250.00	2,362.50	2,480.62
			Monthly		4,422	4,643	4,875	5,119	5,375
			Annual		53,061	55,714	58,500	61,425	64,496
ICEA	Permit Technician	1	Hourly	37	31.0808	32.6346	34.2663	35.9798	37.7788
			Bi-Weekly		2,486.46	2,610.77	2,741.31	2,878.38	3,022.31
			Monthly		5,387	5,657	5,940	6,237	6,548
			Annual		64,648	67,880	71,274	74,838	78,580
ICEA	Planning Technician	0	Hourly	36	30.3231	31.8394	33.4313	35.1029	36.8582
			Bi-Weekly		2,425.85	2,547.15	2,674.50	2,808.23	2,948.65
			Monthly		5,256	5,519	5,795	6,085	6,389
			Annual		63,072	66,226	69,537	73,014	76,665
ICEA	Police Administrative Clerk	1	Hourly	28	24.8880	26.1322	27.4389	28.8111	30.2514
			Bi-Weekly		1,991.04	2,090.58	2,195.12	2,304.88	2,420.12
			Monthly		4,314	4,530	4,756	4,994	5,244
			Annual		51,767	54,355	57,073	59,927	62,923
ICEA	Police Records Clerk	0	Hourly	28	24.8880	26.1322	27.4389	28.8111	30.2514
			Bi-Weekly		1,991.04	2,090.58	2,195.12	2,304.88	2,420.12
			Monthly		4,314	4,530	4,756	4,994	5,244
			Annual		51,767	54,355	57,073	59,927	62,923

**CITY OF IRWINDALE**  
**Full-Time Salary Schedule**  
**Fiscal Year 2025-2026**  
**Effective July 6, 2025**

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
ICEA	Police Records Clerk/ Dispatcher	1	Hourly	32	27.4712	28.8447	30.2870	31.8014	33.3913
			Bi-Weekly		2,197.69	2,307.58	2,422.96	2,544.12	2,671.31
			Monthly		4,762	5,000	5,250	5,512	5,788
			Annual		57,140	59,997	62,997	66,147	69,454
ICEA	Police Services Specialist	1	Hourly	41	34.3077	36.0231	37.8240	39.7154	41.7010
			Bi-Weekly		2,744.62	2,881.85	3,025.92	3,177.23	3,336.08
			Monthly		5,947	6,244	6,556	6,884	7,228
			Annual		71,360	74,928	78,674	82,608	86,738
ICEA	Recreation Assistant	0	Hourly	29	25.5101	26.7856	28.1250	29.5313	31.0077
			Bi-Weekly		2,040.81	2,142.85	2,250.00	2,362.50	2,480.62
			Monthly		4,422	4,643	4,875	5,119	5,375
			Annual		53,061	55,714	58,500	61,425	64,496
ICEA	Senior Bus Driver	1	Hourly	37	31.0808	32.6346	34.2663	35.9798	37.7788
			Bi-Weekly		2,486.46	2,610.77	2,741.31	2,878.38	3,022.31
			Monthly		5,387	5,657	5,940	6,237	6,548
			Annual		64,648	67,880	71,274	74,838	78,580
ICEA	Senior Center Assistant	1	Hourly	29	25.5101	26.7856	28.1250	29.5313	31.0077
			Bi-Weekly		2,040.81	2,142.85	2,250.00	2,362.50	2,480.62
			Monthly		4,422	4,643	4,875	5,119	5,375
			Annual		53,061	55,714	58,500	61,425	64,496
ICEA	Senior Center Leader/Bus Driver	1	Hourly	33	28.1587	29.5668	31.0452	32.5976	34.2274
			Bi-Weekly		2,252.69	2,365.35	2,483.62	2,607.81	2,738.19
			Monthly		4,881	5,125	5,381	5,650	5,933
			Annual		58,570	61,499	64,574	67,803	71,193
ICEA	Senior Center Specialist	1	Hourly	37	31.0808	32.6346	34.2663	35.9798	37.7788
			Bi-Weekly		2,486.46	2,610.77	2,741.31	2,878.38	3,022.31
			Monthly		5,387	5,657	5,940	6,237	6,548
			Annual		64,648	67,880	71,274	74,838	78,580
ICEA	Senior Code Enforcement Officer	1	Hourly	45	37.8702	39.7639	41.7519	43.8394	46.0313
			Bi-Weekly		3,029.62	3,181.12	3,340.15	3,507.15	3,682.50
			Monthly		6,564	6,892	7,237	7,599	7,979
			Annual		78,770	82,709	86,844	91,186	95,745
ICEA	Senior Recreation Leader	3	Hourly	19	19.9284	20.9250	21.9712	23.0697	24.2231
			Bi-Weekly		1,594.27	1,674.00	1,757.69	1,845.58	1,937.85
			Monthly		3,454	3,627	3,808	3,999	4,199
			Annual		41,451	43,524	45,700	47,985	50,384

ATTACHMENT A-3  
**CITY OF IRWINDALE**  
**Full-Time Salary Schedule**  
**Fiscal Year 2026-2027**  
**Effective July 5, 2026**

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
ICEA	Accountant	1	Hourly	45	39.1957	41.1553	43.2130	45.3736	47.6423
			Bi-Weekly		3,135.65	3,292.42	3,457.04	3,629.88	3,811.38
			Monthly		6,794	7,134	7,490	7,865	8,258
			Annual		81,527	85,603	89,883	94,377	99,096
ICEA	Administrative Secretary	2	Hourly	37	32.1688	33.7774	35.4663	37.2399	39.1019
			Bi-Weekly		2,573.50	2,702.19	2,837.31	2,979.19	3,128.15
			Monthly		5,576	5,855	6,148	6,455	6,778
			Annual		66,911	70,257	73,770	77,459	81,332
ICEA	Assistant Planner	1	Hourly	45	39.1957	41.1553	43.2130	45.3736	47.6423
			Bi-Weekly		3,135.65	3,292.42	3,457.04	3,629.88	3,811.38
			Monthly		6,794	7,134	7,490	7,865	8,258
			Annual		81,527	85,603	89,883	94,377	99,096
ICEA	Building Inspector	1	Hourly	44	38.2399	40.1519	42.1596	44.2678	46.4813
			Bi-Weekly		3,059.19	3,212.15	3,372.77	3,541.42	3,718.50
			Monthly		6,628	6,960	7,308	7,673	8,057
			Annual		79,539	83,516	87,692	92,077	96,681
ICEA	Bus Driver	1	Hourly	33	29.1442	30.6014	32.1317	33.7385	35.4255
			Bi-Weekly		2,331.54	2,448.12	2,570.54	2,699.08	2,834.04
			Monthly		5,052	5,304	5,570	5,848	6,140
			Annual		60,620	63,651	66,834	70,176	73,685
ICEA	Code Enforcement Officer	1	Hourly	39	33.7976	35.4875	37.2620	39.1250	41.0813
			Bi-Weekly		2,703.81	2,839.00	2,980.96	3,130.00	3,286.50
			Monthly		5,858	6,151	6,459	6,782	7,121
			Annual		70,299	73,814	77,505	81,380	85,449
ICEA	Deputy City Clerk	0	Hourly	41	35.5087	37.2841	39.1486	41.1058	43.1611
			Bi-Weekly		2,840.69	2,982.73	3,131.88	3,288.46	3,452.88
			Monthly		6,155	6,463	6,786	7,125	7,481
			Annual		73,858	77,551	81,429	85,500	89,775
ICEA	Engineering Technician	3	Hourly	40	34.6433	36.3755	38.1942	40.1038	42.1091
			Bi-Weekly		2,771.46	2,910.04	3,055.54	3,208.31	3,368.73
			Monthly		6,005	6,305	6,620	6,951	7,299
			Annual		72,058	75,661	79,444	83,416	87,587

**CITY OF IRWINDALE**  
**Full-Time Salary Schedule**  
**Fiscal Year 2026-2027**  
**Effective July 5, 2026**

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
ICEA	Finance Analyst	1	Hourly	45	39,195.7	41,155.3	43,213.0	45,373.6	47,642.3
			Bi-Weekly		3,135.65	3,292.42	3,457.04	3,629.88	3,811.38
			Monthly		6,794	7,134	7,490	7,865	8,258
			Annual		81,527	85,603	89,883	94,377	99,096
ICEA	Finance Technician	1	Hourly	36	31,384.6	32,953.8	34,601.4	36,331.7	38,148.6
			Bi-Weekly		2,510.77	2,636.31	2,768.12	2,906.54	3,051.88
			Monthly		5,440	5,712	5,998	6,298	6,612
			Annual		65,280	68,544	71,971	75,570	79,349
ICEA	Human Resources Specialist	0	Hourly	38	32,973.1	34,621.6	36,352.9	38,170.7	40,079.3
			Bi-Weekly		2,637.85	2,769.73	2,908.23	3,053.65	3,206.35
			Monthly		5,715	6,001	6,301	6,616	6,947
			Annual		68,584	72,013	75,614	79,395	83,365
ICEA	Inclusion Specialist	1	Hourly	37	32,168.8	33,777.4	35,466.3	37,239.9	39,101.9
			Bi-Weekly		2,573.50	2,702.19	2,837.31	2,979.19	3,128.15
			Monthly		5,576	5,855	6,148	6,455	6,778
			Annual		66,911	70,257	73,770	77,459	81,332
ICEA	Information Technology Technician	1	Hourly	36	31,384.6	32,953.8	34,601.4	36,331.7	38,148.6
			Bi-Weekly		2,510.77	2,636.31	2,768.12	2,906.54	3,051.88
			Monthly		5,440	5,712	5,998	6,298	6,612
			Annual		65,280	68,544	71,971	75,570	79,349
ICEA	Janitor	1	Hourly	20	21,140.9	22,198.1	23,308.2	24,473.6	25,697.1
			Bi-Weekly		1,691.27	1,775.85	1,864.65	1,957.88	2,055.77
			Monthly		3,664	3,848	4,040	4,242	4,454
			Annual		43,973	46,172	48,481	50,905	53,450
ICEA	Library Technician	1	Hourly	29	26,402.9	27,723.1	29,109.1	30,564.4	32,092.8
			Bi-Weekly		2,112.23	2,217.85	2,328.73	2,445.15	2,567.42
			Monthly		4,577	4,805	5,046	5,298	5,563
			Annual		54,918	57,664	60,547	63,574	66,753
ICEA	Maintenance Aide	4	Hourly	25	23,919.2	25,115.4	26,371.2	27,689.9	29,074.5
			Bi-Weekly		1,913.54	2,009.23	2,109.69	2,215.19	2,325.96
			Monthly		4,146	4,353	4,571	4,800	5,040
			Annual		49,752	52,240	54,852	57,595	60,475

**CITY OF IRWINDALE**  
**Full-Time Salary Schedule**  
**Fiscal Year 2026-2027**  
**Effective July 5, 2026**

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
ICEA	Maintenance Lead Worker	2	Hourly	43	37.3067	39.1721	41.1308	43.1875	45.3471
			Bi-Weekly		2,984.54	3,133.77	3,290.46	3,455.00	3,627.77
			Monthly		6,467	6,790	7,129	7,486	7,860
			Annual		77,598	81,478	85,552	89,830	94,322
ICEA	Maintenance Worker I	2	Hourly	31	27.7394	29.1264	30.5827	32.1120	33.7178
			Bi-Weekly		2,219.15	2,330.12	2,446.62	2,568.96	2,697.42
			Monthly		4,808	5,049	5,301	5,566	5,844
			Annual		57,698	60,583	63,612	66,793	70,133
ICEA	Maintenance Worker II	4	Hourly	40	34.6433	36.3755	38.1942	40.1038	42.1091
			Bi-Weekly		2,771.46	2,910.04	3,055.54	3,208.31	3,368.73
			Monthly		6,005	6,305	6,620	6,951	7,299
			Annual		72,058	75,661	79,444	83,416	87,587
ICEA	Office Specialist	3	Hourly	29	26.4029	27.7231	29.1091	30.5644	32.0928
			Bi-Weekly		2,112.23	2,217.85	2,328.73	2,445.15	2,567.42
			Monthly		4,577	4,805	5,046	5,298	5,563
			Annual		54,918	57,664	60,547	63,574	66,753
ICEA	Permit Technician	1	Hourly	37	32.1688	33.7774	35.4663	37.2399	39.1019
			Bi-Weekly		2,573.50	2,702.19	2,837.31	2,979.19	3,128.15
			Monthly		5,576	5,855	6,148	6,455	6,778
			Annual		66,911	70,257	73,770	77,459	81,332
ICEA	Planning Technician	0	Hourly	36	31.3846	32.9538	34.6014	36.3317	38.1486
			Bi-Weekly		2,510.77	2,636.31	2,768.12	2,906.54	3,051.88
			Monthly		5,440	5,712	5,998	6,298	6,612
			Annual		65,280	68,544	71,971	75,570	79,349
ICEA	Police Administrative Clerk	1	Hourly	28	25.7591	27.0471	28.3995	29.8197	31.3106
			Bi-Weekly		2,060.73	2,163.77	2,271.96	2,385.58	2,504.85
			Monthly		4,465	4,688	4,923	5,169	5,427
			Annual		53,579	56,258	59,071	62,025	65,126
ICEA	Police Records Clerk	0	Hourly	28	25.7591	27.0471	28.3995	29.8197	31.3106
			Bi-Weekly		2,060.73	2,163.77	2,271.96	2,385.58	2,504.85
			Monthly		4,465	4,688	4,923	5,169	5,427
			Annual		53,579	56,258	59,071	62,025	65,126

**CITY OF IRWINDALE**  
**Full-Time Salary Schedule**  
**Fiscal Year 2026-2027**  
**Effective July 5, 2026**

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
ICEA	Police Records Clerk/ Dispatcher	1	Hourly	32	28.4327	29.8543	31.3471	32.9144	34.5601
			Bi-Weekly		2,274.62	2,388.35	2,507.77	2,633.15	2,764.81
			Monthly		4,928	5,175	5,434	5,705	5,990
			Annual		59,140	62,097	65,202	68,462	71,885
ICEA	Police Services Specialist	1	Hourly	41	35.5087	37.2841	39.1486	41.1058	43.1611
			Bi-Weekly		2,840.69	2,982.73	3,131.88	3,288.46	3,452.88
			Monthly		6,155	6,463	6,786	7,125	7,481
			Annual		73,858	77,551	81,429	85,500	89,775
ICEA	Recreation Assistant	0	Hourly	29	26.4029	27.7231	29.1091	30.5644	32.0928
			Bi-Weekly		2,112.23	2,217.85	2,328.73	2,445.15	2,567.42
			Monthly		4,577	4,805	5,046	5,298	5,563
			Annual		54,918	57,664	60,547	63,574	66,753
ICEA	Senior Bus Driver	1	Hourly	37	32.1688	33.7774	35.4663	37.2399	39.1019
			Bi-Weekly		2,573.50	2,702.19	2,837.31	2,979.19	3,128.15
			Monthly		5,576	5,855	6,148	6,455	6,778
			Annual		66,911	70,257	73,770	77,459	81,332
ICEA	Senior Center Assistant	1	Hourly	29	26.4029	27.7231	29.1091	30.5644	32.0928
			Bi-Weekly		2,112.23	2,217.85	2,328.73	2,445.15	2,567.42
			Monthly		4,577	4,805	5,046	5,298	5,563
			Annual		54,918	57,664	60,547	63,574	66,753
ICEA	Senior Center Leader/Bus Driver	1	Hourly	33	29.1442	30.6014	32.1317	33.7385	35.4255
			Bi-Weekly		2,331.54	2,448.12	2,570.54	2,699.08	2,834.04
			Monthly		5,052	5,304	5,570	5,848	6,140
			Annual		60,620	63,651	66,834	70,176	73,685
ICEA	Senior Center Specialist	1	Hourly	37	32.1688	33.7774	35.4663	37.2399	39.1019
			Bi-Weekly		2,573.50	2,702.19	2,837.31	2,979.19	3,128.15
			Monthly		5,576	5,855	6,148	6,455	6,778
			Annual		66,911	70,257	73,770	77,459	81,332
ICEA	Senior Code Enforcement Officer	1	Hourly	45	39.1957	41.1553	43.2130	45.3736	47.6423
			Bi-Weekly		3,135.65	3,292.42	3,457.04	3,629.88	3,811.38
			Monthly		6,794	7,134	7,490	7,865	8,258
			Annual		81,527	85,603	89,883	94,377	99,096
ICEA	Senior Recreation Leader	3	Hourly	19	20.6260	21.6572	22.7399	23.8769	25.0707
			Bi-Weekly		1,650.08	1,732.58	1,819.19	1,910.15	2,005.65
			Monthly		3,575	3,754	3,942	4,139	4,346
			Annual		42,902	45,047	47,299	49,664	52,147