



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

**JULY 1, 2024 – JUNE 30, 2027**

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**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 Management 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 Management Unit, consisting of all regular full-time mid-management and professional employees, who are not at-will or covered by individual contract, and who 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 to 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 the first and second paychecks of each month (twenty-four (24) 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 agrees to hold the City harmless and to indemnify the City against any claims, causes of actions, or lawsuits arising out of the deduction or transmittal of such funds to the Recognized Employee Organization caused by the Recognized Employee Organization's negligence.

**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 head 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 workplace 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**

- A. FY 2024-25: Effective August 4, 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 IMEA 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 IMEA 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 IMEA 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**

- A. Non-sworn Unit members shall be provided an education incentive as follows:
  - 1. 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 (“AA”) 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 biweekly over twenty-six (26) pay periods in a calendar year.
  - 2. 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.
  - 3. 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.

4. 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 subsections 1-3 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.

B. Sworn Unit members shall be entitled to receive education incentive bonus pay in addition to basic compensation (with a maximum educational incentive bonus of fifteen percent (15%) of basic compensation) for obtaining California Police Officers Standards and Training (P.O.S.T.) Certificates and College or University degrees as set forth by the percentages of basic compensation listed below (but with no doubling of degrees such as two BA degrees, two MA degrees, etc.):

2.5%	Bonus for each Intermediate Certificate;
2.5%	Bonus for each Advanced Certificate;
2.5%	Bonus for each Supervisory Certificate;
2.5%	Bonus for Post Management Certificate or AA/AS degree;
2.5%	Bonus for each BA/BS degree;
<u>2.5%</u>	<u>Bonus for each MA/MS degree.</u>
15%	Maximum educational incentive bonus

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 CELL PHONES**

Department directors will determine which employee 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.

**SECTION 06.08 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 06.09 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 06.10 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 the 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 06.11 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 06.12 HOLIDAY DATES**

All 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 06.13 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, eight (8) 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 06.14 ADMINISTRATIVE LEAVE**

Effective September 1, 2024, Unit members considered exempt under the federal Fair Labor Standards Act (FLSA) shall each be credited administrative leave of forty (40) hours each calendar year. All administrative leave hours must be used in the calendar year in which they were credited to the Unit member. Administrative leave has no cash value and shall not be paid out or carried forward; and therefore, agreement to this section constitutes a waiver of Labor Code Section 227.3.

The policy set by the 2008 Partial Day Absences for Exempt Employees Memo (no leave deduction for absences lasting less than four hours in a single workday) is eliminated and, instead, Unit members will have hour-for-hour deductions to leave banks. In partial recognition of prolonged, uncommon, or exceptional hours of work beyond the standard work expectations for exempt Unit members, department directors may, at their sole discretion, adjust employees' work hours and allow exempt Unit members to take time off without using accrued leave.

## **SECTION 06.15 HIGHER CLASSIFICATION PAY**

Any Unit member requested to work in a higher classification job for more than one (1) 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.

## **ARTICLE 07 HOURS AND WORK SCHEDULES**

### **SECTION 07.01 NORMAL WORKWEEK**

The City 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.

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, earned and accrued 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.

Non-exempt Unit members will be provided two (2) fifteen (15)-minute rest periods during the day and one (1) 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 periods are not cumulative beyond the scheduled workday within which the rest periods occur. Lunch periods shall also not be used to shorten the work day.

**SECTION 07.03 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 07.04 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 member 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 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 07.05 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 07.06 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 07.07 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 07.08 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 their normal assigned workdays and hours. Any exceptions to this schedule may be made with appropriate advanced notice to the Unit member with approval of the department director or City Manager. Unit members on light-duty status are not authorized to work overtime or accrue compensatory time. Unit members 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 07.09 CALL IN/CALL BACK PAY**

Effective September 1, 2024, any Unit member 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 workday, shall be entitled to a minimum of three (3) hours of work at the appropriate rate and shall perform such duties as assigned.

A non-exempt 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 non-exempt Unit member called to work within one (1) 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 non-exempt Unit member who reports to work on a regularly scheduled workday 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 times the Unit member's annual earnings (as defined in policy) to a maximum of one hundred thousand dollars (\$100,000) and coverage for spouse and eligible dependent children of five thousand dollars (\$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 coverages 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      CaIPERS 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 Miscellaneous Unit members.
2.     Section 21362.2: 3% @ 50 for Sworn Unit members.
3.     Section 21574: Fourth Level 1959 Survivors Benefit allowance.
4.     Section 21024: Military Service as Public Service.
5.     Section 20042: One Year Final Compensation (for Unit members hired before May 1, 2011).
6.     Section 20037: Three Year Average Final Compensation (for Unit members hired on or after May 1, 2011).
7.     Section 21427: Improved non-industrial disability allowance.
8.     Section 21624 & 21626: Post-retirement survivor allowance.
9.     Section 20965: Credit for unused sick leave.

Miscellaneous Classic Members - For Miscellaneous Unit members who are classic members of CalPERS, the City pays only the employer portion of the required contribution and not EPMC. The Unit member shall pay the full amount (seven percent (7%) of salary) of the employee contribution rate.

Cost Sharing

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%).

Safety Classic Members - For Safety Unit members who are classic members of CalPERS, the City pays only the employer portion of the required contribution and not EPMC. The Unit member shall pay the full amount (nine percent (9%) of salary) of the employee contribution rate.

#### Cost Sharing

Effective with the start of the first full pay period in July 2025, classic sworn employees will contribute an additional one and a half percent (1.5%) 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 nine percent (9%) statutory employee contribution already being paid by the employee and will increase the employee's contribution to a total of ten and one-half percent (10.5%).

Effective with the start of the first full pay period in July 2026, classic sworn employees will contribute an additional one and a half percent (1.5%) of compensation earnable (for a total of three percent (3%) 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 ten and one-half percent (10.5%) employee contribution already being paid by the employee and will increase the employee's contribution to a total of twelve percent (12%).

- 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 fifty percent (50%) of the normal cost rate for the Defined Benefit Plan in which said "new member" is enrolled, rounded to the nearest quarter percent (.25%), 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), and such "new members" who are safety employees shall be enrolled in the AB 340 provided for 2.7% @ 57 retirement formula (Section 7522.25.)

### 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%).

Effective with the start of the first full pay period in July 2025, PEPRA sworn employees will contribute an additional one percent (1.0%) of compensation earnable toward the City's normal cost 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 fifty percent (50%) of normal cost already paid by the employee to a total of fifty-one percent (51%).

Effective with the start of the first full pay period in July 2026, PEPRA sworn employees will contribute an additional one percent (1.0%) of compensation earnable toward the City's normal cost 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 fifty-one percent (51%) of normal cost already being paid by the employee to a total of fifty-two percent (52%).

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.)

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 09.01 PARS MEMBERSHIP**

Pursuant to Government Code §§ 53216 et seq., the City participates in the Public Agency Retirement Services (PARS) Retirement Enhancement Plan which affords miscellaneous Unit members the retirement benefit commonly referred to as “1% at 55.” The City pays on behalf of each eligible miscellaneous 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.

Miscellaneous 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. Miscellaneous 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 miscellaneous Unit members hired before January 1, 2011 regarding cash out options with an employee contribution of four tenths 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 miscellaneous Unit members hired before January 1, 2011, shall pay four tenths percent (0.4%) of salary to maintain the PARS plan design features of fixed term payments of 7-15 years.

Effective August 4, 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 miscellaneous 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 miscellaneous 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 09.02 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 09.03 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 DIRECT DEPOSIT REQUIREMENT**

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

### **SECTION 10.02 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 IMEA 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 10.03 UNIFORM ALLOWANCE**

Effective September 1, 2024, Unit members listed in the classifications below are eligible to receive up to three hundred dollars (\$300) for safety shoes/boots as required by department director during the term of this MOU:

1. Associate Engineer
2. Assistant Engineer
3. Assistant City Engineer
4. Community Development Manager/City Planner
5. Senior Planner

Effective September 1, 2024, Unit members listed in the classifications below are eligible to receive reimbursement of up to three hundred dollars (\$300) per fiscal year for safety shoes/boots as required by department director:

1. Construction Compliance Manager
2. Public Works Maintenance Supervisor

### **SECTION 10.04 UNIFORM ALLOWANCE FOR POLICE SWORN EMPLOYEE**

The sworn full-time positions of Police Captain and Police Lieutenant in the Police Department shall receive an annual uniform allowance in the amount of one thousand four hundred dollars (\$1,400.00), paid the second paycheck in July of each year.

### **SECTION 10.05 POLICE OFFICER SIDEARMS**

For sworn full-time employees in the position of Police Captain and Police Lieutenant, the City shall replace sidearms at its discretion based upon its determination of its useful life. This language shall replace the requirement to replace sidearms after a period of five years. The City shall maintain an officer's department issued sidearm and have it inspected on a bi-annual basis by an approved armorer. The City will allow for an officer to carry their personally owned sidearm while on duty. Personally owned sidearms must be selected from a mutually agreed upon list of weapons with ammunition selected and approved by the Chief of Police. An officer choosing to use their personally owned sidearm will be responsible for the purchase, maintenance, and bi-annual inspection of that sidearm by an armorer certified for the exact weapon chosen, as well as all accessories associated with that sidearm. A Police Captain and Police Lieutenant who separates from employment in good standing having a minimum five (5) years of full-time service as an Irwindale police officer shall be entitled to retain their duty weapon, but shall be required to pay fair market value for their duty weapon.

**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.. Discuss the feasibility of participation in City funded Post Employment Health Plan (PEHP) that would fund retiree dental and vision benefits.

- E. Meet to determine classifications in the IMEA 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 3 day of September, 2024.

**CITY OF IRWINDALE**

**THE IRWINDALE MANAGEMENT  
EMPLOYEES ASSOCIATION**



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



John Fraijo, IMEA President



Mary Hull, Human Resources/Risk Manager



Laura M. Nieto, IMEA Secretary

**ATTACHMENT "A"**  
**IMEA UNIT MEMBERS**

**Classification Title**

Aquatics Supervisor  
Assistant City Engineer  
Assistant Engineer  
Assistant to the City Manager  
Associate Engineer  
Associate Planner  
Benefits Administrator  
Chief Deputy City Clerk  
City Librarian  
Communications and Records Supervisor  
Community Development Manager/ City Planner  
Construction Compliance Manager  
Economic Development Coordinator  
Executive Assistant  
Finance Manager  
Housing Coordinator  
Human Resources/ Risk Manager  
Information Technology Manager  
Management Analyst  
Police Captain  
Police Lieutenant  
Project Manager – Construction Compliance  
Project Manager – Mining  
Public Works Maintenance Supervisor  
Public Works Services Manager  
Recreation Manager  
Recreation Supervisor  
Senior Center Manager  
Senior Finance Analyst  
Senior Human Resources/ Risk Management Analyst  
Senior Management Analyst  
Senior Planner

ATTACHMENT A-1  
**CITY OF IRWINDALE Full-  
Time Salary Schedule Fiscal  
Year 2024-2025**  
Effective August 4, 2024 (5% COLA)

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
IMEA	Aquatics Supervisor	1	Hourly	47	38.2563	40.1692	42.1779	44.2870	46.5014
			Bi-Weekly		3,060.50	3,213.54	3,374.23	3,542.96	3,720.12
			Monthly		6,631	6,963	7,311	7,676	8,060
			Annual		79,573	83,552	87,730	92,117	96,723
IMEA	Assistant City Engineer	0	Hourly	64	58.2120	61.1226	64.1788	67.3880	70.7572
			Bi-Weekly		4,656.96	4,889.81	5,134.31	5,391.04	5,660.58
			Monthly		10,090	10,595	11,124	11,681	12,265
			Annual		121,081	127,135	133,492	140,167	147,175
IMEA	Assistant Engineer	1	Hourly	52	43.2837	45.4481	47.7207	50.1067	52.6120
			Bi-Weekly		3,462.69	3,635.85	3,817.65	4,008.54	4,208.96
			Monthly		7,503	7,878	8,272	8,685	9,119
			Annual		90,030	94,532	99,259	104,222	109,433
IMEA	Assistant to the City Manager	1	Hourly	63	56.7923	59.6317	62.6135	65.7442	69.0313
			Bi-Weekly		4,543.38	4,770.54	5,009.08	5,259.54	5,522.50
			Monthly		9,844	10,336	10,853	11,396	11,965
			Annual		118,128	124,034	130,236	136,748	143,585
IMEA	Associate Engineer	1	Hourly	56	47.7774	50.1663	52.6745	55.3082	58.0736
			Bi-Weekly		3,822.19	4,013.31	4,213.96	4,424.65	4,645.88
			Monthly		8,281	8,696	9,130	9,587	10,066
			Annual		99,377	104,346	109,563	115,041	120,793
IMEA	Associate Planner	1	Hourly	49	40.1933	42.2029	44.3130	46.5288	48.8553
			Bi-Weekly		3,215.46	3,376.23	3,545.04	3,722.31	3,908.42
			Monthly		6,967	7,315	7,681	8,065	8,468
			Annual		83,602	87,782	92,171	96,780	101,619
IMEA	Benefits Administrator	1	Hourly	58	50.1962	52.7058	55.3409	58.1077	61.0130
			Bi-Weekly		4,015.69	4,216.46	4,427.27	4,648.62	4,881.04
			Monthly		8,701	9,136	9,592	10,072	10,576
			Annual		104,408	109,628	115,109	120,864	126,907
IMEA	Chief Deputy City Clerk	1	Hourly	58	50.1962	52.7058	55.3409	58.1077	61.0130
			Bi-Weekly		4,015.69	4,216.46	4,427.27	4,648.62	4,881.04
			Monthly		8,701	9,136	9,592	10,072	10,576
			Annual		104,408	109,628	115,109	120,864	126,907

**CITY OF IRWINDALE**  
**Full-Time Salary Schedule**  
**Fiscal Year 2024-2025**  
**Effective August 4, 2024**

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
IMEA	City Librarian	1	Hourly	62	55,407.2	58,177.4	61,086.1	64,140.4	67,347.6
			Bi-Weekly		4,432.58	4,654.19	4,886.88	5,131.23	5,387.81
			Monthly		9,604	10,084	10,588	11,118	11,674
			Annual		115,247	121,009	127,059	133,412	140,083
IMEA	Communication and Records Supervisor	1	Hourly	48	39,213.5	41,174.0	43,232.7	45,394.2	47,663.9
			Bi-Weekly		3,137.08	3,293.92	3,458.62	3,631.54	3,813.12
			Monthly		6,797	7,137	7,494	7,868	8,262
			Annual		81,564	85,642	89,924	94,420	99,141
IMEA	Community Development Manager/City Planner	0	Hourly	62	55,407.2	58,177.4	61,086.1	64,140.4	67,347.6
			Bi-Weekly		4,432.58	4,654.19	4,886.88	5,131.23	5,387.81
			Monthly		9,604	10,084	10,588	11,118	11,674
			Annual		115,247	121,009	127,059	133,412	140,083
IMEA	Construction Compliance Manager	1	Hourly	62	55,407.2	58,177.4	61,086.1	64,140.4	67,347.6
			Bi-Weekly		4,432.58	4,654.19	4,886.88	5,131.23	5,387.81
			Monthly		9,604	10,084	10,588	11,118	11,674
			Annual		115,247	121,009	127,059	133,412	140,083
IMEA	Economic Development Coordinator	0	Hourly	53	44,365.9	46,584.1	48,913.5	51,359.1	53,926.9
			Bi-Weekly		3,549.27	3,726.73	3,913.08	4,108.73	4,314.15
			Monthly		7,690	8,075	8,478	8,902	9,347
			Annual		92,281	96,895	101,740	106,827	112,168
IMEA	Executive Assistant	0	Hourly	43	34,658.7	36,391.8	38,211.5	40,122.1	42,128.4
			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
IMEA	Finance Manager	1	Hourly	68	64,254.8	67,467.8	70,841.3	74,383.7	78,102.9
			Bi-Weekly		5,140.38	5,397.42	5,667.31	5,950.69	6,248.23
			Monthly		11,138	11,694	12,279	12,893	13,538
			Annual		133,650	140,333	147,350	154,718	162,454
IMEA	Housing Coordinator	1	Hourly	53	44,365.9	46,584.1	48,913.5	51,359.1	53,926.9
			Bi-Weekly		3,549.27	3,726.73	3,913.08	4,108.73	4,314.15
			Monthly		7,690	8,075	8,478	8,902	9,347
			Annual		92,281	96,895	101,740	106,827	112,168

**CITY OF IRWINDALE**  
**Full-Time Salary Schedule**  
**Fiscal Year 2024-2025**  
**Effective August 4, 2024**

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
IMEA	Human Resources/Risk Manager	1	Hourly	67	62.6880	65.8226	69.1139	72.5697	76.1981
			Bi-Weekly		5,015.04	5,265.81	5,529.12	5,805.58	6,095.85
			Monthly		10,866	11,409	11,980	12,579	13,208
			Annual		130,391	136,911	143,757	150,945	158,492
IMEA	Information Technology Manager	1	Hourly	63	56.7923	59.6317	62.6135	65.7442	69.0313
			Bi-Weekly		4,543.38	4,770.54	5,009.08	5,259.54	5,522.50
			Monthly		9,844	10,336	10,853	11,396	11,965
			Annual		118,128	124,034	130,236	136,748	143,585
IMEA	Management Analyst	3	Hourly	47	38.2563	40.1692	42.1779	44.2870	46.5014
			Bi-Weekly		3,060.50	3,213.54	3,374.23	3,542.96	3,720.12
			Monthly		6,631	6,963	7,311	7,676	8,060
			Annual		79,573	83,552	87,730	92,117	96,723
IMEA	Police Captain	1	Hourly	77	81.8524	85.9452	90.2423	94.7543	99.4918
			Bi-Weekly		6,548.19	6,875.62	7,219.38	7,580.35	7,959.35
			Monthly		14,188	14,897	15,642	16,424	17,245
			Annual		170,253	178,766	187,704	197,089	206,943
IMEA	Police Lieutenant	1	Hourly	71	70.5808	74.1096	77.8149	81.7058	85.7909
			Bi-Weekly		5,646.46	5,928.77	6,225.19	6,536.46	6,863.27
			Monthly		12,234	12,846	13,488	14,162	14,870
			Annual		146,808	154,148	161,855	169,948	178,445
IMEA	Project Manager - Construction Compliance	1	Hourly	48	39.2135	41.1740	43.2327	45.3942	47.6639
			Bi-Weekly		3,137.08	3,293.92	3,458.62	3,631.54	3,813.12
			Monthly		6,797	7,137	7,494	7,868	8,262
			Annual		81,564	85,642	89,924	94,420	99,141
IMEA	Project Manager - Mining	0	Hourly	62	55.4072	58.1774	61.0861	64.1404	67.3476
			Bi-Weekly		4,432.58	4,654.19	4,886.88	5,131.23	5,387.81
			Monthly		9,604	10,084	10,588	11,118	11,674
			Annual		115,247	121,009	127,059	133,412	140,083
IMEA	Public Works Maintenance Supervisor	1	Hourly	48	39.2135	41.1740	43.2327	45.3942	47.6639
			Bi-Weekly		3,137.08	3,293.92	3,458.62	3,631.54	3,813.12
			Monthly		6,797	7,137	7,494	7,868	8,262
			Annual		81,564	85,642	89,924	94,420	99,141

**CITY OF IRWINDALE**  
**Full-Time Salary Schedule**  
**Fiscal Year 2024-2025**  
**Effective August 4, 2024**

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
IMEA	Public Works Services Manager	0	Hourly	62	55.4072	58.1774	61.0861	64.1404	67.3476
			Bi-Weekly		4,432.58	4,654.19	4,886.88	5,131.23	5,387.81
			Monthly		9,604	10,084	10,588	11,118	11,674
			Annual		115,247	121,009	127,059	133,412	140,083
IMEA	Recreation Manager	1	Hourly	62	55.4072	58.1774	61.0861	64.1404	67.3476
			Bi-Weekly		4,432.58	4,654.19	4,886.88	5,131.23	5,387.81
			Monthly		9,604	10,084	10,588	11,118	11,674
			Annual		115,247	121,009	127,059	133,412	140,083
IMEA	Recreation Supervisor	2	Hourly	47	38.2563	40.1692	42.1779	44.2870	46.5014
			Bi-Weekly		3,060.50	3,213.54	3,374.23	3,542.96	3,720.12
			Monthly		6,631	6,963	7,311	7,676	8,060
			Annual		79,573	83,552	87,730	92,117	96,723
IMEA	Senior Center Manager	1	Hourly	62	55.4072	58.1774	61.0861	64.1404	67.3476
			Bi-Weekly		4,432.58	4,654.19	4,886.88	5,131.23	5,387.81
			Monthly		9,604	10,084	10,588	11,118	11,674
			Annual		115,247	121,009	127,059	133,412	140,083
IMEA	Senior Finance Analyst	1	Hourly	51	42.2279	44.3394	46.5563	48.8841	51.3284
			Bi-Weekly		3,378.23	3,547.15	3,724.50	3,910.73	4,106.27
			Monthly		7,320	7,686	8,070	8,473	8,897
			Annual		87,834	92,226	96,837	101,679	106,763
IMEA	Senior Human Resources/ Risk Management Analyst	0	Hourly	53	44.3659	46.5841	48.9135	51.3591	53.9269
			Bi-Weekly		3,549.27	3,726.73	3,913.08	4,108.73	4,314.15
			Monthly		7,690	8,075	8,478	8,902	9,347
			Annual		92,281	96,895	101,740	106,827	112,168
IMEA	Senior Management Analyst	0	Hourly	53	44.3659	46.5841	48.9135	51.3591	53.9269
			Bi-Weekly		3,549.27	3,726.73	3,913.08	4,108.73	4,314.15
			Monthly		7,690	8,075	8,478	8,902	9,347
			Annual		92,281	96,895	101,740	106,827	112,168
IMEA	Senior Planner	1	Hourly	55	46.6120	48.9428	51.3899	53.9596	56.6577
			Bi-Weekly		3,728.96	3,915.42	4,111.19	4,316.77	4,532.62
			Monthly		8,079	8,483	8,908	9,353	9,821
			Annual		96,953	101,801	106,891	112,236	117,848

ATTACHMENT A-2  
**CITY OF IRWINDALE Full-  
Time Salary Schedule Fiscal  
Year 2025-2026**  
Effective July 6, 2025 (4% COLA)

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
IMEA	Aquatics Supervisor	1	Hourly	47	39,786.5	41,776.0	43,864.9	46,058.2	48,361.1
			Bi-Weekly		3,182.92	3,342.08	3,509.19	3,684.65	3,868.88
			Monthly		6,896	7,241	7,603	7,983	8,383
			Annual		82,756	86,894	91,239	95,801	100,591
IMEA	Assistant City Engineer	0	Hourly	64	60,540.4	63,567.3	66,745.7	70,083.2	73,587.5
			Bi-Weekly		4,843.23	5,085.38	5,339.65	5,606.65	5,887.00
			Monthly		10,494	11,018	11,569	12,148	12,755
			Annual		125,924	132,220	138,831	145,773	153,062
IMEA	Assistant Engineer	1	Hourly	52	45,014.9	47,265.9	49,629.3	52,110.6	54,716.3
			Bi-Weekly		3,601.19	3,781.27	3,970.35	4,168.85	4,377.31
			Monthly		7,803	8,193	8,602	9,033	9,484
			Annual		93,631	98,313	103,229	108,390	113,810
IMEA	Assistant to the City Manager	1	Hourly	63	59,063.9	62,017.3	65,118.3	68,374.0	71,792.8
			Bi-Weekly		4,725.12	4,961.38	5,209.46	5,469.92	5,743.42
			Monthly		10,238	10,750	11,287	11,852	12,444
			Annual		122,853	128,996	135,446	142,218	149,329
IMEA	Associate Engineer	1	Hourly	56	49,688.5	52,173.1	54,781.7	57,520.7	60,396.6
			Bi-Weekly		3,975.08	4,173.85	4,382.54	4,601.65	4,831.73
			Monthly		8,613	9,043	9,496	9,970	10,469
			Annual		103,352	108,520	113,946	119,643	125,625
IMEA	Associate Planner	1	Hourly	49	41,801.0	43,890.9	46,085.6	48,389.9	50,809.6
			Bi-Weekly		3,344.08	3,511.27	3,686.85	3,871.19	4,064.77
			Monthly		7,246	7,608	7,988	8,388	8,807
			Annual		86,946	91,293	95,858	100,651	105,684
IMEA	Benefits Administrator	1	Hourly	58	52,203.8	54,813.9	57,554.8	60,432.7	63,454.3
			Bi-Weekly		4,176.31	4,385.12	4,604.38	4,834.62	5,076.35
			Monthly		9,049	9,501	9,976	10,475	10,999
			Annual		108,584	114,013	119,714	125,700	131,985
IMEA	Chief Deputy City Clerk	1	Hourly	58	52,203.8	54,813.9	57,554.8	60,432.7	63,454.3
			Bi-Weekly		4,176.31	4,385.12	4,604.38	4,834.62	5,076.35
			Monthly		9,049	9,501	9,976	10,475	10,999
			Annual		108,584	114,013	119,714	125,700	131,985

**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
IMEA	City Librarian	1	Hourly	62	57.6236	60.5048	63.5303	66.7067	70.0423
			Bi-Weekly		4,609.88	4,840.38	5,082.42	5,336.54	5,603.38
			Monthly		9,988	10,488	11,012	11,563	12,141
			Annual		119,857	125,850	132,143	138,750	145,688
IMEA	Communication and Records Supervisor	1	Hourly	48	40.7822	42.8212	44.9620	47.2101	49.5707
			Bi-Weekly		3,262.58	3,425.69	3,596.96	3,776.81	3,965.65
			Monthly		7,069	7,422	7,793	8,183	8,592
			Annual		84,827	89,068	93,521	98,197	103,107
IMEA	Community Development Manager/City Planner	0	Hourly	62	57.6236	60.5048	63.5303	66.7067	70.0423
			Bi-Weekly		4,609.88	4,840.38	5,082.42	5,336.54	5,603.38
			Monthly		9,988	10,488	11,012	11,563	12,141
			Annual		119,857	125,850	132,143	138,750	145,688
IMEA	Construction Compliance Manager	1	Hourly	62	57.6236	60.5048	63.5303	66.7067	70.0423
			Bi-Weekly		4,609.88	4,840.38	5,082.42	5,336.54	5,603.38
			Monthly		9,988	10,488	11,012	11,563	12,141
			Annual		119,857	125,850	132,143	138,750	145,688
IMEA	Economic Development Coordinator	0	Hourly	53	46.1404	48.4476	50.8702	53.4139	56.0846
			Bi-Weekly		3,691.23	3,875.81	4,069.62	4,273.12	4,486.77
			Monthly		7,998	8,398	8,818	9,258	9,721
			Annual		95,972	100,771	105,810	111,101	116,656
IMEA	Executive Assistant	0	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
IMEA	Finance Manager	1	Hourly	68	66.8250	70.1663	73.6745	77.3582	81.2260
			Bi-Weekly		5,346.00	5,613.31	5,893.96	6,188.65	6,498.08
			Monthly		11,583	12,162	12,770	13,409	14,079
			Annual		138,996	145,946	153,243	160,905	168,950
IMEA	Housing Coordinator	1	Hourly	53	46.1404	48.4476	50.8702	53.4139	56.0846
			Bi-Weekly		3,691.23	3,875.81	4,069.62	4,273.12	4,486.77
			Monthly		7,998	8,398	8,818	9,258	9,721
			Annual		95,972	100,771	105,810	111,101	116,656

**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
IMEA	Human Resources/Risk Manager	1	Hourly	67	65.1957	68.4553	71.8779	75.4716	79.2452
			Bi-Weekly		5,215.65	5,476.42	5,750.23	6,037.73	6,339.62
			Monthly		11,301	11,866	12,459	13,082	13,736
			Annual		135,607	142,387	149,506	156,981	164,830
IMEA	Information Technology Manager	1	Hourly	63	59.0639	62.0173	65.1183	68.3740	71.7928
			Bi-Weekly		4,725.12	4,961.38	5,209.46	5,469.92	5,743.42
			Monthly		10,238	10,750	11,287	11,852	12,444
			Annual		122,853	128,996	135,446	142,218	149,329
IMEA	Management Analyst	3	Hourly	47	39.7865	41.7760	43.8649	46.0582	48.3611
			Bi-Weekly		3,182.92	3,342.08	3,509.19	3,684.65	3,868.88
			Monthly		6,896	7,241	7,603	7,983	8,383
			Annual		82,756	86,894	91,239	95,801	100,591
IMEA	Police Captain	1	Hourly	77	85.1264	89.3827	93.8519	98.5447	103.4721
			Bi-Weekly		6,810.12	7,150.62	7,508.15	7,883.58	8,277.77
			Monthly		14,755	15,493	16,268	17,081	17,935
			Annual		177,063	185,916	195,212	204,973	215,222
IMEA	Police Lieutenant	1	Hourly	71	73.4038	77.0740	80.9279	84.9745	89.2231
			Bi-Weekly		5,872.31	6,165.92	6,474.23	6,797.96	7,137.85
			Monthly		12,723	13,360	14,028	14,729	15,465
			Annual		152,680	160,314	168,330	176,747	185,584
IMEA	Project Manager - Construction Compliance	1	Hourly	48	40.7822	42.8212	44.9620	47.2101	49.5707
			Bi-Weekly		3,262.58	3,425.69	3,596.96	3,776.81	3,965.65
			Monthly		7,069	7,422	7,793	8,183	8,592
			Annual		84,827	89,068	93,521	98,197	103,107
IMEA	Project Manager - Mining	0	Hourly	62	57.6236	60.5048	63.5303	66.7067	70.0423
			Bi-Weekly		4,609.88	4,840.38	5,082.42	5,336.54	5,603.38
			Monthly		9,988	10,488	11,012	11,563	12,141
			Annual		119,857	125,850	132,143	138,750	145,688
IMEA	Public Works Maintenance Supervisor	1	Hourly	48	40.7822	42.8212	44.9620	47.2101	49.5707
			Bi-Weekly		3,262.58	3,425.69	3,596.96	3,776.81	3,965.65
			Monthly		7,069	7,422	7,793	8,183	8,592
			Annual		84,827	89,068	93,521	98,197	103,107

**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
IMEA	Public Works Services Manager	0	Hourly	62	57.6236	60.5048	63.5303	66.7067	70.0423
			Bi-Weekly		4,609.88	4,840.38	5,082.42	5,336.54	5,603.38
			Monthly		9,988	10,488	11,012	11,563	12,141
			Annual		119,857	125,850	132,143	138,750	145,688
IMEA	Recreation Manager	1	Hourly	62	57.6236	60.5048	63.5303	66.7067	70.0423
			Bi-Weekly		4,609.88	4,840.38	5,082.42	5,336.54	5,603.38
			Monthly		9,988	10,488	11,012	11,563	12,141
			Annual		119,857	125,850	132,143	138,750	145,688
IMEA	Recreation Supervisor	2	Hourly	47	39.7865	41.7760	43.8649	46.0582	48.3611
			Bi-Weekly		3,182.92	3,342.08	3,509.19	3,684.65	3,868.88
			Monthly		6,896	7,241	7,603	7,983	8,383
			Annual		82,756	86,894	91,239	95,801	100,591
IMEA	Senior Center Manager	1	Hourly	62	57.6236	60.5048	63.5303	66.7067	70.0423
			Bi-Weekly		4,609.88	4,840.38	5,082.42	5,336.54	5,603.38
			Monthly		9,988	10,488	11,012	11,563	12,141
			Annual		119,857	125,850	132,143	138,750	145,688
IMEA	Senior Finance Analyst	1	Hourly	51	43.9168	46.1125	48.4183	50.8394	53.3813
			Bi-Weekly		3,513.35	3,689.00	3,873.46	4,067.15	4,270.50
			Monthly		7,612	7,993	8,393	8,812	9,253
			Annual		91,347	95,914	100,710	105,746	111,033
IMEA	Senior Human Resources/ Risk Management Analyst	0	Hourly	53	46.1404	48.4476	50.8702	53.4139	56.0846
			Bi-Weekly		3,691.23	3,875.81	4,069.62	4,273.12	4,486.77
			Monthly		7,998	8,398	8,818	9,258	9,721
			Annual		95,972	100,771	105,810	111,101	116,656
IMEA	Senior Management Analyst	0	Hourly	53	46.1404	48.4476	50.8702	53.4139	56.0846
			Bi-Weekly		3,691.23	3,875.81	4,069.62	4,273.12	4,486.77
			Monthly		7,998	8,398	8,818	9,258	9,721
			Annual		95,972	100,771	105,810	111,101	116,656
IMEA	Senior Planner	1	Hourly	55	48.4764	50.9005	53.4457	56.1178	58.9236
			Bi-Weekly		3,878.12	4,072.04	4,275.65	4,489.42	4,713.88
			Monthly		8,403	8,823	9,264	9,727	10,213
			Annual		100,831	105,873	111,167	116,725	122,561

ATTACHMENT A-3  
**CITY OF IRWINDALE Full-  
Time Salary Schedule Fiscal  
Year 2026-2027**  
Effective July 5, 2026 (3.5% COLA)

Unit	Position Title	Authorized Position Count	Period	Range	Step A	Step B	Step C	Step D	Step E
IMEA	Aquatics Supervisor	1	Hourly	47	41.1788	43.2380	45.4000	47.6702	50.0538
			Bi-Weekly		3,294.31	3,459.04	3,632.00	3,813.62	4,004.31
			Monthly		7,138	7,495	7,869	8,263	8,676
			Annual		85,652	89,935	94,432	99,154	104,112
IMEA	Assistant City Engineer	0	Hourly	64	62.6591	65.7923	69.0817	72.5361	76.1630
			Bi-Weekly		5,012.73	5,263.38	5,526.54	5,802.88	6,093.04
			Monthly		10,861	11,404	11,974	12,573	13,202
			Annual		130,331	136,848	143,690	150,875	158,419
IMEA	Assistant Engineer	1	Hourly	52	46.5904	48.9197	51.3659	53.9341	56.6308
			Bi-Weekly		3,727.23	3,913.58	4,109.27	4,314.73	4,530.46
			Monthly		8,076	8,479	8,903	9,349	9,816
			Annual		96,908	101,753	106,841	112,183	117,792
IMEA	Assistant to the City Manager	1	Hourly	63	61.1313	64.1880	67.3976	70.7673	74.3058
			Bi-Weekly		4,890.50	5,135.04	5,391.81	5,661.38	5,944.46
			Monthly		10,596	11,126	11,682	12,266	12,880
			Annual		127,153	133,511	140,187	147,196	154,556
IMEA	Associate Engineer	1	Hourly	56	51.4274	53.9986	56.6986	59.5337	62.5106
			Bi-Weekly		4,114.19	4,319.88	4,535.88	4,762.69	5,000.85
			Monthly		8,914	9,360	9,828	10,319	10,835
			Annual		106,969	112,317	117,933	123,830	130,022
IMEA	Associate Planner	1	Hourly	49	43.2639	45.4269	47.6981	50.0832	52.5875
			Bi-Weekly		3,461.12	3,634.15	3,815.85	4,006.65	4,207.00
			Monthly		7,499	7,874	8,268	8,681	9,115
			Annual		89,989	94,488	99,212	104,173	109,382
IMEA	Benefits Administrator	1	Hourly	58	54.0308	56.7322	59.5688	62.5471	65.6745
			Bi-Weekly		4,322.46	4,538.58	4,765.50	5,003.77	5,253.96
			Monthly		9,365	9,834	10,325	10,842	11,384
			Annual		112,384	118,003	123,903	130,098	136,603
IMEA	Chief Deputy City Clerk	1	Hourly	58	54.0308	56.7322	59.5688	62.5471	65.6745
			Bi-Weekly		4,322.46	4,538.58	4,765.50	5,003.77	5,253.96
			Monthly		9,365	9,834	10,325	10,842	11,384
			Annual		112,384	118,003	123,903	130,098	136,603

**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
IMEA	City Librarian	1	Hourly	62	59,640.4	62,622.6	65,753.8	69,041.3	72,493.3
			Bi-Weekly		4,771.23	5,009.81	5,260.31	5,523.31	5,799.46
			Monthly		10,338	10,855	11,397	11,967	12,566
			Annual		124,052	130,255	136,768	143,606	150,786
IMEA	Communication and Records Supervisor	1	Hourly	48	42,209.6	44,320.2	46,536.1	48,863.0	51,306.3
			Bi-Weekly		3,376.77	3,545.62	3,722.88	3,909.04	4,104.50
			Monthly		7,316	7,682	8,066	8,470	8,893
			Annual		87,796	92,186	96,795	101,635	106,717
IMEA	Community Development Manager/City Planner	0	Hourly	62	59,640.4	62,622.6	65,753.8	69,041.3	72,493.3
			Bi-Weekly		4,771.23	5,009.81	5,260.31	5,523.31	5,799.46
			Monthly		10,338	10,855	11,397	11,967	12,566
			Annual		124,052	130,255	136,768	143,606	150,786
IMEA	Construction Compliance Manager	1	Hourly	62	59,640.4	62,622.6	65,753.8	69,041.3	72,493.3
			Bi-Weekly		4,771.23	5,009.81	5,260.31	5,523.31	5,799.46
			Monthly		10,338	10,855	11,397	11,967	12,566
			Annual		124,052	130,255	136,768	143,606	150,786
IMEA	Economic Development Coordinator	0	Hourly	53	47,755.3	50,143.3	52,650.5	55,283.2	58,047.1
			Bi-Weekly		3,820.42	4,011.46	4,212.04	4,422.65	4,643.77
			Monthly		8,278	8,692	9,126	9,582	10,062
			Annual		99,331	104,298	109,513	114,989	120,738
IMEA	Executive Assistant	0	Hourly	43	37,306.7	39,172.1	41,130.8	43,187.5	45,347.1
			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
IMEA	Finance Manager	1	Hourly	68	69,163.9	72,622.1	76,253.4	80,065.9	84,069.2
			Bi-Weekly		5,533.12	5,809.77	6,100.27	6,405.27	6,725.54
			Monthly		11,988	12,588	13,217	13,878	14,572
			Annual		143,861	151,054	158,607	166,537	174,864
IMEA	Housing Coordinator	1	Hourly	53	47,755.3	50,143.3	52,650.5	55,283.2	58,047.1
			Bi-Weekly		3,820.42	4,011.46	4,212.04	4,422.65	4,643.77
			Monthly		8,278	8,692	9,126	9,582	10,062
			Annual		99,331	104,298	109,513	114,989	120,738

**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
IMEA	Human Resources/Risk Manager	1	Hourly	67	67.4774	70.8514	74.3942	78.1139	82.0197
			Bi-Weekly		5,398.19	5,668.12	5,951.54	6,249.12	6,561.58
			Monthly		11,696	12,281	12,895	13,540	14,217
			Annual		140,353	147,371	154,740	162,477	170,601
IMEA	Information Technology Manager	1	Hourly	63	61.1313	64.1880	67.3976	70.7673	74.3058
			Bi-Weekly		4,890.50	5,135.04	5,391.81	5,661.38	5,944.46
			Monthly		10,596	11,126	11,682	12,266	12,880
			Annual		127,153	133,511	140,187	147,196	154,556
IMEA	Management Analyst	3	Hourly	47	41.1788	43.2380	45.4000	47.6702	50.0538
			Bi-Weekly		3,294.31	3,459.04	3,632.00	3,813.62	4,004.31
			Monthly		7,138	7,495	7,869	8,263	8,676
			Annual		85,652	89,935	94,432	99,154	104,112
IMEA	Police Captain	1	Hourly	77	88.1058	92.5111	97.1365	101.9933	107.0928
			Bi-Weekly		7,048.46	7,400.88	7,770.92	8,159.46	8,567.42
			Monthly		15,272	16,035	16,837	17,679	18,563
			Annual		183,260	192,423	202,044	212,146	222,753
IMEA	Police Lieutenant	1	Hourly	71	75.9731	79.7716	83.7601	87.9481	92.3457
			Bi-Weekly		6,077.85	6,381.73	6,700.81	7,035.85	7,387.65
			Monthly		13,169	13,827	14,518	15,244	16,007
			Annual		158,024	165,925	174,221	182,932	192,079
IMEA	Project Manager - Construction Compliance	1	Hourly	48	42.2096	44.3202	46.5361	48.8630	51.3063
			Bi-Weekly		3,376.77	3,545.62	3,722.88	3,909.04	4,104.50
			Monthly		7,316	7,682	8,066	8,470	8,893
			Annual		87,796	92,186	96,795	101,635	106,717
IMEA	Project Manager - Mining	0	Hourly	62	59.6404	62.6226	65.7538	69.0413	72.4933
			Bi-Weekly		4,771.23	5,009.81	5,260.31	5,523.31	5,799.46
			Monthly		10,338	10,855	11,397	11,967	12,566
			Annual		124,052	130,255	136,768	143,606	150,786
IMEA	Public Works Maintenance Supervisor	1	Hourly	48	42.2096	44.3202	46.5361	48.8630	51.3063
			Bi-Weekly		3,376.77	3,545.62	3,722.88	3,909.04	4,104.50
			Monthly		7,316	7,682	8,066	8,470	8,893
			Annual		87,796	92,186	96,795	101,635	106,717

**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
IMEA	Public Works Services Manager	0	Hourly	62	59,640.4	62,622.6	65,753.8	69,041.3	72,493.3
			Bi-Weekly		4,771.23	5,009.81	5,260.31	5,523.31	5,799.46
			Monthly		10,338	10,855	11,397	11,967	12,566
			Annual		124,052	130,255	136,768	143,606	150,786
IMEA	Recreation Manager	1	Hourly	62	59,640.4	62,622.6	65,753.8	69,041.3	72,493.3
			Bi-Weekly		4,771.23	5,009.81	5,260.31	5,523.31	5,799.46
			Monthly		10,338	10,855	11,397	11,967	12,566
			Annual		124,052	130,255	136,768	143,606	150,786
IMEA	Recreation Supervisor	2	Hourly	47	41,178.8	43,238.0	45,400.0	47,670.2	50,053.8
			Bi-Weekly		3,294.31	3,459.04	3,632.00	3,813.62	4,004.31
			Monthly		7,138	7,495	7,869	8,263	8,676
			Annual		85,652	89,935	94,432	99,154	104,112
IMEA	Senior Center Manager	1	Hourly	62	59,640.4	62,622.6	65,753.8	69,041.3	72,493.3
			Bi-Weekly		4,771.23	5,009.81	5,260.31	5,523.31	5,799.46
			Monthly		10,338	10,855	11,397	11,967	12,566
			Annual		124,052	130,255	136,768	143,606	150,786
IMEA	Senior Finance Analyst	1	Hourly	51	45,453.8	47,726.4	50,113.0	52,618.8	55,249.5
			Bi-Weekly		3,636.31	3,818.12	4,009.04	4,209.50	4,419.96
			Monthly		7,879	8,273	8,686	9,121	9,577
			Annual		94,544	99,271	104,235	109,447	114,919
IMEA	Senior Human Resources/ Risk Management Analyst	0	Hourly	53	47,755.3	50,143.3	52,650.5	55,283.2	58,047.1
			Bi-Weekly		3,820.42	4,011.46	4,212.04	4,422.65	4,643.77
			Monthly		8,278	8,692	9,126	9,582	10,062
			Annual		99,331	104,298	109,513	114,989	120,738
IMEA	Senior Management Analyst	0	Hourly	53	47,755.3	50,143.3	52,650.5	55,283.2	58,047.1
			Bi-Weekly		3,820.42	4,011.46	4,212.04	4,422.65	4,643.77
			Monthly		8,278	8,692	9,126	9,582	10,062
			Annual		99,331	104,298	109,513	114,989	120,738
IMEA	Senior Planner	1	Hourly	55	50,173.1	52,681.7	55,315.9	58,081.7	60,986.1
			Bi-Weekly		4,013.85	4,214.54	4,425.27	4,646.54	4,878.88
			Monthly		8,697	9,132	9,588	10,068	10,571
			Annual		104,360	109,578	115,057	120,810	126,851