

BENEFITS FOR FULL-TIME LAGUNA BEACH POLICE AND FIRE MANAGEMENT ASSOCIATION (PFMA)

~~SALARY AND COMPENSATION ~~

Pay Plan: The salary ranges are composed of a high and low point, as approved by the City Council and granted by the City Manager. All management positions are designated as "at will" employees with no specified term or guarantee of continued employment.

Salary Adjustments: The Police Captain, Police Lieutenant, and Fire Division/Battalion Chief positions will receive a salary increase of 10% effective January 30, 2017, 2.5% effective July 1, 2018, and 2.5% effective July 1, 2019.

The Civilian Services Administrator will receive a salary increase of 3.0% on July 1, 2017, 3% on July 1, 2018, and 2.5% on July 1, 2019.

Certification and Education Pay

Police: Police Captains and Police Lieutenants shall be eligible to receive two and one-half percent (2.5%) of base salary for possession of a Bachelor's Degree. In addition, if the employee in the classification of Civilian Services Administrator earns a Bachelor's Degree prior to the date which is exactly four years from the date of Council approval of this MOU, he will receive two and one half percent (2.5%) of base salary for possession of the Bachelor's Degree.

Effective on the first day of the pay period which includes July 1, 2017, Police Captains, and Police Lieutenants, shall be eligible to receive two and one-half percent (2.5%) of base salary for receipt of a Management POST certificate.

Effective on the first day of the pay period which includes July 1, 2018, Police Captains, Police Lieutenants, and the Civilian Services Administrator shall be eligible to receive two and one-half percent (2.5%) of base salary for possession of a Master's Degree.

Fire:

Fire Division Chiefs or Fire Battalion Chiefs shall be eligible to receive two and one-half percent (2.5%) of base salary for receipt of a Fire Officer Certification from the State Fire Marshal's Office.

Effective on the first day of the pay period which includes July 1, 2017, employees in the unit who are Fire Division Chiefs and Fire Battalion Chiefs shall be eligible to receive two and one-half percent (2.5%) of base salary for receipt of a Chief Officer Certification from the State Fire Marshal's Office.

Effective on the first day of the pay period which includes July 1, 2018, employees in the unit who are Fire Division Chiefs and Fire Battalion Chiefs shall be eligible to receive two and one half percent (2.5%) of base salary for possession of a Bachelor's Degree.

On the last day of the MOU, January 29, 2020, employees will no longer be eligible to receive Fire Officer Certification pay. However, employees will be eligible to receive an additional (2.5%) for possession of a Master's Degree.

Deferred Compensation: Management employees receive a City-paid contribution of two percent (2%) of base salary towards a Deferred Compensation Program.

Exceptional Performance Pay: Management employees are eligible to receive up to five percent (5%) of base salary in the form of exceptional performance pay. An additional five percent (5%) shall be available for one (1) year or longer at the discretion of the City Manager.

Automobile Allowance: Police Captains receive either a take home automobile or an automobile allowance of one hundred and seventy-five dollars (\$175) per month at the discretion of the City Manager.

Physical Examination: The City will reimburse management employees three hundred dollars (\$300) each year for expenses incurred for a general examination to determine physical fitness. The first reimbursement shall not occur until at least two (2) years after the employee's pre-employment physical exam.

~~LEAVE TIME~~

Vacation: Police and Fire Management employees shall accrue vacation leave with pay as follows:

0 to 9 years of service – 5.24 hours per pay period. (Fire Division Chiefs and Fire Battalion Chiefs working twenty-four (24) hour shifts accrue 7.39 hours per pay period)

10 + years of service – 6.77 hours per pay period (Fire Division Chiefs and Fire Battalion Chiefs working twenty-four (24) hour shifts accrue 9.24 hours per pay period)

Vacation accrued on or after June 24, 2013 is subject to a 400 hour cap. Any vacation accrual above 400 hours will be paid each December at the straight time hourly equivalent salary rate in lieu of time off. Aside from the December pay-out, vacation time may be paid at the above-noted rates in lieu of time off with the Department Head and City Manager's approval.

Sick: Every Police and Fire management employee shall accrue sick leave time at the rate of eighty (80) hours per year. Fire Division Chiefs and Fire Battalion Chiefs working twenty-four (24) hour shifts accrue 4.31 hours of sick leave per pay period. Unused sick leave may be accumulated without limit. Use of accrued sick leave is permitted in accordance with Federal and State laws to care for an ill parent, spouse, domestic partner, sibling, grandparent, child or grandchild.

Payment for Unused Sick Leave: Sick leave earned on or after June 24, 2013 – 50% rate of pay.

Sick leave earned in the second bank must be used before the other two sick leave banks.

Holidays: Employees (except for Fire Division Chiefs and Fire Battalion Chiefs) receive 80 hours for ten (10) paid holidays per year. If an employee is assigned to work a schedule of more than eight hours per day, he/she must use vacation leave for the hours between eight and their scheduled hours to be paid for the entire holiday. Fire Division Chiefs and Fire Battalion Chiefs working 24-hour shifts are paid 5.08 hours per pay period.

Holidays falling on a Sunday will be observed the following Monday. If a holiday falls on a Saturday, the preceding Friday is the holiday in lieu of the day observed.

Paid Administrative Leave: Police Lieutenants, Police Captains, and the Civilian Services Administrator may be granted up to 80 hours of paid administrative leave per fiscal year at the discretion of the City Manager.

Fire Division Chiefs (of Fire Battalion Chiefs) working twenty-four (24) hour shifts are not eligible for paid administrative leave as they will earn overtime.

Bereavement: Employees will be paid twenty-four (24) hours per incident (36 hours for Fire Division Chiefs and Fire Battalion Chiefs), up to a maximum amount of 48, for the death or terminal illness of an immediate family member of the employee, the employee's spouse or domestic partner.

~~MISCELLANEOUS BENEFITS~~

Retirement:

Safety Management Employees:

Police safety unit members (Police Lieutenants and Police Captains) hired before April 2, 2012, and Fire unit members (Fire Division Chiefs and Fire Battalion Chiefs) hired before October 17, 2011, are covered by the 3% @ 50 formula provided for by the Public Employees' Retirement Law at Government Code section 21362.2.

Police safety unit members (Police Lieutenants and Police Captains) hired on or after April 2, 2012, and Fire unit members (Fire Division Chiefs and Fire Battalion Chiefs) hired on or after October 17, 2011, and who do not meet the definition of "new members" as defined by the Public Employees' Pension Reform Act of 2013 (PEPRA), are covered by the 3% @ 55 formula provided for by the Public Employees' Retirement Law at Government Code section 21363.1.

Employees subject to the 3%@50 and 3%@55 Formulas contribute the entire required member contribution of nine percent (9%) of compensation earnable, and an additional three percent (3%) of compensation earnable of the required employer contribution as cost sharing for a total of twelve percent (12%) of compensation earnable for retirement contributions.

Unit members hired on or after January 1, 2013 who are defined as "new members" under the PEPRA, are covered by the 2.7% @ 57 formula provided for by the Public Employees' Retirement Law at Government Code section 7522.25(d). These employees pay the statutorily mandated employee contribution rate of one half of the total normal cost as set forth on the CalPERS annual rate sheet.

Non-Safety Management Employees:

Management Employees Hired Prior to January 1, 2013, and "Classic" Management Employees – employees hired on or after January 1, 2013 who are determined to be existing or "classic" members of CalPERS shall be under the CalPERS two and one-half percent at fifty-five (2.5% @ 55) defined benefit plan. The following optional benefits are in effect: One (1) Year Final Compensation, Service Credit for Unused Sick Leave and the 1959 Survivors Benefit Level IV. Effective July 1, 2015 – employees pay the full eight percent (8%) member contribution.

"New" Members – management employees hired on or after January 1, 2013 who are "new" CalPERS members or who have been out of the CalPERS system for six (6) months or longer shall be covered by the CalPERS two percent at sixty-two (2% @ 62) defined benefit plan. The following optional benefits are in effect: Three (3) Years Final Compensation, Service Credit for Unused Sick Leave and the 1959 Survivors Benefit Level IV. "New" members will be required to contribute at least fifty percent (50%) of the total normal cost of their retirement benefit. Currently this rate is expected to be six and one quarter percent (6.25%) of pensionable income.

Please reference the CalPERS website, www.calpers.ca.gov, for an explanation of benefits.

Health: City pays one hundred percent (100%) for employee only coverage. City pays ninety percent (90%) for dependent coverage with the employee responsible for the remaining ten percent (10%). The City's maximum contribution for premium sharing is limited to the amount contributed by the City for the HMO family rate. Medical and Dental coverage is provided for domestic partners.

Medical and Dental coverage is offered for eligible retired employees who elect this option. The employee is responsible for the entire premium. Employees hired after July 1, 2013 must work for the City for ten years in order to be eligible to access the City's retiree health plan program.

A medical insurance waiver program is available for employees covered by medical insurance other than the City's medical insurance. The program pays sixty percent (60%) of the monthly HMO employee only rate on a bi-weekly basis.

Flexible Spending Plan: The City will make a flexible spending plan available to employees pursuant to relevant IRS Code Section 125 to allow an employee to contribute a portion of his or her income each year on a pre-tax basis into an account from which he or she may receive reimbursement for medical, dental and child care expenses.

RHS: The City, on the employee's behalf, will contribute one hundred dollars (\$100) per month to a Retirement Health Savings Plan (RHS) managed by the International City Management Association (ICMA). Aside from "old" sick leave, all accrued sick leave will be deposited into the employee's RHS account upon retirement from City service at the rates identified above under "Payment of Unused Sick Leave". Additionally, subject to certain terms and conditions, employees may cash-in accrued sick leave into their RHS accounts twice a year.

Life Insurance: A fifty thousand-dollar (\$50,000) group term Life and Accidental Death and Dismemberment policy is provided.

Disability: Long Term Disability insurance coverage consists of sixty percent (60%) of the first five thousand (\$5,000) of monthly salary after the employee's sick leave is exhausted and a sixty (60) calendar day elimination period has been satisfied.

Employee Assistance Program: The City contracts with an Employee Assistance Program which provides confidential counseling and referrals to employees and their families, free of charge.

Education Reimbursement Program: The City administers an educational reimbursement program for eligible employees. Reimbursement is limited to one thousand dollars (\$1,000) per fiscal year and eligible expenses. The program is subject to budgetary constraints.

Work Schedule: City Hall is currently operating on a 9/80 work schedule. Other work schedules may be available including, but not limited to, a 4/10, 5/8 or other work schedule as may suit the operational needs of the City. Alternate work schedules are subject to City Manager approval.

Effective on the date that Fire Division Chiefs begin to work twenty-four (24) hour shifts (which will be no later than July 1, 2017) each of the Fire Division Chiefs (and for those entering the unit after the effective date of this MOU, Fire Battalion Chiefs) will be assigned to one of the three platoons (the A, B or C shift) and work the same 24-hour shift as the employees (at the ranks of Firefighter, Fire Engineer and Fire Captain) assigned to that platoon.

Parking Permits: Management employees will receive a Shopper Parking Permit free of charge.

Cell Phone Stipend: Management cell phone stipends are \$65/month.

Legal Defense Fund Contribution: All members shall be reimbursed up to \$250 per year for the yearly contributions made by them to the Legal Defense Fund for legal services.