

SIDE LETTER OF AGREEMENT

BETWEEN

THE CITY OF LAGUNA BEACH

AND

THE LAGUNA BEACH POLICE EMPLOYEES' ASSOCIATION

This Side Letter of Agreement (“Agreement”) between the City of Laguna Beach (“City”) and the Laguna Beach Police Employees’ Association (“LBPEA”) is entered into with respect to the following:

WHEREAS, the City and LBPEA are currently parties to a Memorandum of Understanding (“MOU”) with a term of January 1, 2023 through December 31, 2025; and

WHEREAS, the City and LBPEA have agreed to implement a 3/12 Rotating Day Off schedule to comply with the Fair Labor Standards Act; and

WHEREAS, the following sets forth the City and LBPEA’s Agreement:

1. The parties to this Amendment agree to modify Article 27.2 of the current MOU (Effective January 1, 2023 to December 31, 2025) as can be seen below:

27.2 PROFESSIONAL STAFF EMPLOYEES:

Professional Staff employees assigned to a five (5) day, forty-hour (40) work week shall be considered Municipal Employees in accordance with Personnel Rule 8.18.3; i.e., such personnel shall receive compensatory time or overtime pay at time-and-one-half only for actual hours worked in excess of forty (40) hours in a given work week. The FLSA workweek for such employees shall begin at 12:00 a.m. on Monday and end the following Sunday at 11:59 p.m.

Professional staff employees may work a “9/80” schedule. A 9/80 work schedule consists of alternate weeks of four (4) consecutive workdays of nine (9) consecutive hours each, followed by five (5) consecutive workdays, four of which consist of nine (9) consecutive hours each and one (1) day of eight (8) consecutive hours.

For Professional staff employees assigned to a “9/80” work schedule, their designated FLSA workweek shall begin exactly four hours after the start time of their eight (8) hour shift on the day of the week that corresponds with the employee’s alternating regular day off. For example, if the employee’s alternating regular day off is a Friday, their FLSA workweek begins four (4) hours after the start of their workday on Friday.

Dispatchers, Senior Dispatchers and Jailers are assigned to a “3/12” work schedule. A 3/12 work schedule consists of alternate weeks of three (3) consecutive workdays of twelve (12) consecutive hours each, followed by four (4) consecutive workdays,

three of which consist of twelve (12) consecutive hours each and one (1) day of eight (8) consecutive hours.

For Dispatchers, Senior Dispatchers or Jailers working the 3/12 work schedule, their designated FLSA workweek shall begin exactly four hours after the start time of their eight (8) hour shift on the day of the week that corresponds with the employee's alternating regular day off. For example, if the employee's alternating regular day off is a Friday, their FLSA workweek begins four (4) hours after the start of their workday on Friday.

Employees shall receive compensatory time or overtime pay at the rate of time and one-half for all hours worked in excess of forty (40) hours in a given work week.

2. The above modifications will be effective, June 24, 2024.

This Side Letter agreement is not intended to confer any new benefit or to remove any prior benefit, other than what is provided for above.

FOR THE CITY OF LAGUNA BEACH

Dave Kiff
Dave Kiff (Jan 17, 2025 11:32 PST)
Dave Kiff, City Manager

01/17/2025
Date

Aggie Nesh
Aggie Nesh, Director of Human Resources
& Risk Management

01/17/2025
Date

Peter J. Brown
Peter J. Brown (Jan 17, 2025 11:02 PST)
Peter Brown, Labor Negotiator

01/17/2025
Date

FOR THE LAGUNA BEACH POLICE EMPLOYEES' ASSOCIATION

Brian Griep
Brian Griep (Jan 17, 2025 08:51 PST)
Brian Griep, President PEA

01/17/2025
Date

Damian L. Stafford
Damian L. Stafford (Jan 16, 2025 07:09 PST)
Damian Stafford, PEA Labor Relations
Representative

01/16/2025
Date












PEA Side Letter of Agreement


Final Audit Report


2025-01-17


Created:	2025-01-16
By:	Aggie Nesh (anesh@lagunabeachcity.net)
Status:	Signed
Transaction ID:	CBJCHBCAABAAPv4AQ4App9QNKfgJPuWDM9L6OzL3Bkls


"PEA Side Letter of Agreement" History


-  Document created by Aggie Nesh (anesh@lagunabeachcity.net)
2025-01-16 - 1:53:09 AM GMT
-  Document emailed to dstafford@rslawyers.com for signature
2025-01-16 - 1:53:12 AM GMT
-  Email viewed by dstafford@rslawyers.com
2025-01-16 - 3:06:56 PM GMT
-  Signer dstafford@rslawyers.com entered name at signing as Damian L. Stafford
2025-01-16 - 3:09:05 PM GMT
-  Document e-signed by Damian L. Stafford (dstafford@rslawyers.com)
Signature Date: 2025-01-16 - 3:09:07 PM GMT - Time Source: server
-  Document emailed to president@lagunabeachpea.com for signature
2025-01-16 - 3:09:09 PM GMT
-  Email viewed by president@lagunabeachpea.com
2025-01-17 - 3:15:14 PM GMT
-  Signer president@lagunabeachpea.com entered name at signing as Brian Griep
2025-01-17 - 4:51:23 PM GMT
-  Document e-signed by Brian Griep (president@lagunabeachpea.com)
Signature Date: 2025-01-17 - 4:51:25 PM GMT - Time Source: server
-  Document emailed to pbrown@lcwlegal.com for signature
2025-01-17 - 4:51:26 PM GMT
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2025-01-17 - 7:01:37 PM GMT


 Signer pbrown@lcwlegal.com entered name at signing as Peter J. Brown
2025-01-17 - 7:02:27 PM GMT

 Document e-signed by Peter J. Brown (pbrown@lcwlegal.com)
Signature Date: 2025-01-17 - 7:02:29 PM GMT - Time Source: server


 Document emailed to Aggie Nesh (anesh@lagunabeachcity.net) for signature
2025-01-17 - 7:02:31 PM GMT

 Email viewed by Aggie Nesh (anesh@lagunabeachcity.net)
2025-01-17 - 7:31:40 PM GMT

 Document e-signed by Aggie Nesh (anesh@lagunabeachcity.net)
Signature Date: 2025-01-17 - 7:31:55 PM GMT - Time Source: server

 Document emailed to Dave Kiff (dkiff@lagunabeachcity.net) for signature
2025-01-17 - 7:31:56 PM GMT

 Document e-signed by Dave Kiff (dkiff@lagunabeachcity.net)
Signature Date: 2025-01-17 - 7:32:35 PM GMT - Time Source: server

 Agreement completed.
2025-01-17 - 7:32:35 PM GMT