

# **SIDE LETTER OF AGREEMENT**

BETWEEN

**THE CITY OF LAGUNA BEACH**

AND

**THE LAGUNA BEACH POLICE AND FIRE MANAGEMENT ASSOCIATION – POLICE UNIT**

This Side Letter of Agreement (“Agreement”) between the City of Laguna Beach (“City”) and the Laguna Beach Police and Fire Management Association (“LBPFMA”) – Police Unit is entered into with respect to the following:

**WHEREAS**, the parties are currently parties to a Memorandum of Understanding (MOU) with a term of July 1, 2024 through June 30, 2026; and

**WHEREAS**, the City has informed the LBPFMA that it will no longer have a Personnel Board to hear disciplinary appeals; and

**WHEREAS**, the City and the LBPFMA desire to modify their MOU to reflect that the Personnel Board will no longer hear disciplinary appeals and that an administrative law judge will hear such appeals; and

**WHEREAS**, the following sets forth the parties’ Agreement:

1. The City and the LBPEA agree that effective July 22, 2025 to Article 4.7 of their MOU is modified as can be seen by the track changes below:


## **29.7 Right of Appeal:**

**29.7.1 Police Lieutenant and Police Captain:** These employees shall, within seven (7) days, have the right of appeal to an Administrative Law Judge from the Office of Administrative Hearings of any disciplinary action indicated under Section 2.24.120 of the Laguna Beach Municipal Code, except in instances where the right of appeal is specifically prohibited by the Personnel Rules. The Administrative Law Judge will issue an advisory decision to the City Manager. The City Manager will, within thirty (30) days, issue their final decision on the appeal. The employee has the right to appeal the City Manager’s decision in accordance with California Code of Civil Procedure section 1094.6 which provides a 90-day statute of limitations.


**29.7.2 Civilian Services Administrator:** Employees shall, have the right of appeal to an Administrative Law Judge from the Office of Administrative Hearings within seven (7) days of any disciplinary action indicated under Section 2.24.120 of the Laguna Beach Municipal Code, except in instances where the right of appeal is specifically prohibited by the Personnel Rules. The Administrative Law Judge will issue an advisory decision to the City Manager. The City Manager will, within thirty (30) days, issue their final decision on the appeal. The employee has the right to appeal the City Manager’s

decision in accordance with California Code of Civil Procedure section 1094.6 which provides a 90-day statute of limitations.

**FOR THE CITY OF LAGUNA BEACH**

  
Dave Kiff (Jul 29, 2025 08:08:46 PDT)  
\_\_\_\_\_  
Dave Kiff,  
City Manager


07/29/2025  
\_\_\_\_\_  
Date

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

07/30/2025  
\_\_\_\_\_  
Date

*Michael Com*  
\_\_\_\_\_  
Michael Com,  
Senior Management Analyst

07/28/2025  
\_\_\_\_\_  
Date

  
Peter Brown (Jul 28, 2025 19:41:01 PDT)  
\_\_\_\_\_  
Peter Brown, Labor Negotiator

07/28/2025  
\_\_\_\_\_  
Date

**FOR THE LAGUNA BEACH POLICE AND FIRE MANAGEMENT ASSOCIATION –  
POLICE UNIT**

  
Cornelius Ashton (Jul 29, 2025 14:09:47 PDT)  
\_\_\_\_\_  
Cornelius Ashton, Police Lieutenant

07/29/2025  
\_\_\_\_\_  
Date

  
Jim Beres (Jul 29, 2025 10:30:06 PDT)  
\_\_\_\_\_  
Jim Beres, Civilian Services Administrator

07/29/2025  
\_\_\_\_\_  
Date











# Side Letter of Agreement with the LBPFMA Police Unit re disciplinary appeal process


Final Audit Report

2025-07-30

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 Agreement completed.

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