

RESOLUTION NO. 25.067

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAGUNA BEACH, CALIFORNIA, RELATING TO CONDITIONS OF EMPLOYMENT, POLICIES, AND BENEFITS FOR UNREPRESENTED EXECUTIVE MANAGEMENT AND MANAGEMENT EMPLOYEES

WHEREAS, the employees covered by this Resolution constitute certain Executive Management and Management personnel (as further identified in Section 1 of Attachment A, referenced below [the “Executive Management/Management Employees”]); and

WHEREAS, the Executive Management/Management Employees are unrepresented and have historically been subject to certain City policies regarding employment and have received certain benefits of employment, including policies and benefits consistent with certain terms set forth in the Laguna Beach Municipal Employees Association’s Memorandum of Understanding; and

WHEREAS, the purpose of this Resolution is to amend the terms and conditions of Section 5: *Severance* to include a minimum of three (3) months and update the list of classifications included in this Resolution.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAGUNA BEACH DOES RESOLVE:

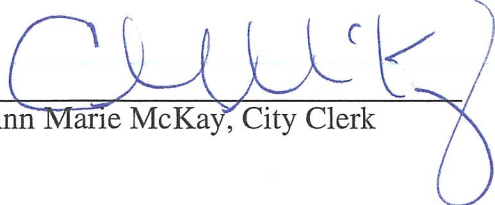
1. The foregoing recitals are incorporated by this reference as if set forth in full herein.
2. The City Council does hereby approve and authorize the City Manager, and his/her delegated staff, to implement the provisions of this Resolution and the Conditions of Employment, Policies, and Benefits for the Unrepresented Executive Management/Management Employees, as more fully set forth in Attachment A, which is incorporated herein by this reference.

ADOPTED this 22nd day of July, 2025.



Alex Rounaghi, Mayor

ATTEST:



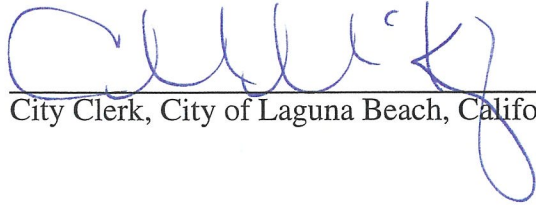
Ann Marie McKay, City Clerk

I, Ann Marie McKay, City Clerk of the City of Laguna Beach, certify that the foregoing Resolution No. 25.067 was duly adopted at a regular meeting of the City Council of said City held on July 22, 2025, by the following vote:

AYES: COUNCILMEMBERS: Jones, Kempf, Whalen, Orgill, Rounaghi

NOES: COUNCILMEMBERS: None

ABSENT: COUNCILMEMBERS: None



City Clerk, City of Laguna Beach, California

ATTACHMENT A

***CONDITIONS OF EMPLOYMENT, POLICIES, AND BENEFITS
FOR UNREPRESENTED EXECUTIVE MANAGEMENT AND MANAGEMENT EMPLOYEES***

SECTION 1: Classifications Subject to this Resolution

The following constitute those certain unrepresented Executive Management and Management classifications that are subject to this Resolution (“Management Classifications”):

2060 Assistant City Manager
2060 Police Chief
2050 Assistant City Attorney
2050 Director of Community Development
2050 Director of Public Works and Utilities
2050 Fire Chief
2040 Chief of Marine Safety
2040 City Engineer
2040 Deputy Fire Chief
2040 Director of Finance
2040 Director of Human Resources and Risk Management
2040 Director of Transit and Community Services
2030 Assistant City Engineer
2030 Assistant Director of Community Development
2030 Assistant Director of Public Works
2030 Finance Manager
2030 Information Technology Manager
2020 Building Official
2020 Deputy Director of Public Works
2020 Marine Safety Captain
2020 Planning Manager
2020 Project Director
2020 Zoning Administrator
2010 Communications Manager
2010 Assistant to the City Manager
2010 Recreation Manager
2000 Executive Assistant

SECTION 2: At-Will Employment

All employees in the Management Classifications (“Management Classification Employees”) are at-will employees, as that term is defined by California Labor Code Section 2922. Nothing in this Resolution shall prevent, limit, or otherwise interfere with the right of the City Manager to terminate the

employment of any Management Classification Employee at any time, with or without cause. In the event of termination, the City shall pay the Management Classification Employee for all services through the date of termination and such Management Classification Employee shall have no right to any additional compensation or payment; provided, however, that a severance may be provided at the discretion of the City Manager, as set forth in Section 5, below.

SECTION 3: Incorporation of Terms from the Laguna Beach Municipal Employees Association Memorandum of Understanding

The conditions of employment, policies and benefits set forth in the following provisions of the Laguna Beach Municipal Employees Association (LBMEA) Memorandum of Understanding (MOU), dated July 1, 2022 – June 30, 2025, which may be from time to time amended, are incorporated herein by this reference and shall be apply to and be provided for the benefit of the Management Classification Employees:

- Article 2: *Term*
- Section 6.5: *Compensation When Acting out of Classification*
- Section 6.8 (future years only): *Salary (COLA)*
- Section 6.9: *Direct Deposit*
- Article 7.0 (exclusive of Section 7.5): *Vacation*
- Article 8.0: *Holidays*
- Article 9.0 (exclusive of Section 9.3): *Sick Leave*
- Article 10.0: *Family Leaves*
- Article 11.0: *Bereavement Leave*
- Article 12.0: *PERS—Disability Benefits Program*
- Article 13.0: *Education and Professional Development Reimbursement Program*
- Article 14.0: *Salary Continuance (4850 Rule)*
- Article 15.0: *Light Duty*
- Article 16.0: *Retirement*
- Article 17.0 (exclusive of Sections 17.7, 17.9, and 17.10): *Medical Benefits*
- Article 18.0: *Life Insurance*
- Article 19.0: *Long Term Disability*
- Article 20.0: *Uniform and Safety Footwear Policy*
- Article 21.0: *Mileage*
- Article 22.0: *Military Leave*
- Article 23.0: *Jury Duty*
- Article 24.0 (exclusive of Section 24.3): *Exceptional Performance Pay Plan*
- Article 26.0: *Alternate Work Schedule*
- Article 27.0: *Layoff*
- Article 28.0: *Management Rights*

SECTION 4: Additional and/or Amended Benefits

In addition, or as an amendment, to those policies and benefits set forth in Section 3, above, the following shall be provided for the benefit of the Management Classification Employees:

- *Rates for Dependent Coverage of Medical Benefits:* Section 17.1 of the LBMEA MOU, as incorporated by reference in Section 3, above, is hereby amended to provide for 90% dependent coverage.
- *Compensation When Acting Out of Classification:* Section 6.5 of the LBMEA MOU, as incorporated by reference in Section 3 above, is hereby amended to provide for up to an additional 10% of their base salary for working out of their classification or regularly assigned work, at the discretion of the City Manager.
- *Administrative Leave:* Up to ninety (90) hours of Administrative Leave per fiscal year, as determined by the City Manager, in recognition of the additional scheduling demands that result from participation in City administration and public meetings. Employees appointed into a management-level position after July 1, 2024, shall not have the ability to convert, carry over or cash out any remaining balance, and any unused hours will expire at the end of the fiscal year (June 30) or upon separation.
- *Vacation Accrual Rate:* The City Manager may, at their discretion, approve employees to accrue vacation hours at a rate that reflects their prior years of service at:
 1. A public sector agency, or
 2. A role where they primarily supported and worked with a public sector agency in a similar capacity.Approval of prior service credit for vacation accrual shall be determined on a case-by-case basis and is subject to verification of prior employment.
- *Physical Exam:* Reimbursement up to \$300 per calendar year for expenses incurred for a general examination to determine physical fitness.
- *Deferred Compensation:* City-paid contribution of two percent (2%) toward a Deferred Compensation Program.
- *Automobile Allowance:* For any Management Classification Employees not otherwise provided a City vehicle, the City shall provide an automobile allowance of Four Hundred (\$400) dollars per month for Directors, and Two Hundred dollars (\$200) per month for Deputy Directors or Managers as previously approved, or as otherwise deemed necessary for the performance of job duties, by the City Manager.
- *Cell Phone Stipend:* Eighty dollars (\$80) per month.
- *Internet Stipend:* Fifty dollars (\$50) per month.
- *One Shopper Parking Permit:* Annual City Paid Laguna Beach Parking Permit.

SECTION 5: Severance

In the event an employee covered by this Resolution (i.e., a Management Classification Employee) is terminated from employment, the City Manager may, in its sole and absolute discretion, authorize severance pay of at least three (3) months up to a maximum of six (6) months of base pay and health insurance coverage (medical, dental and vision), provided that such terminated Management Classification Employee timely executes and delivers to the City an original Separation and General Release, in a form approved by the City Attorney, and does not thereafter timely exercise his, her, or their right to revoke said Separation Agreement and General Release. Any severance provided must be reimbursed to the City if such Management Classification Employee is convicted of a crime involving abuse of his, her, or their position, as defined in Government Code section 53243.4.