

**COMPREHENSIVE MEMORANDUM OF
UNDERSTANDING
BETWEEN THE CITY OF ALHAMBRA AND THE
ALHAMBRA POLICE OFFICERS' ASSOCIATION FOR
FISCAL YEARS 2021 THROUGH 2024**

(Approved and Adopted July 12, 2021)

**MEMORANDUM OF UNDERSTANDING
ALHAMBRA POLICE OFFICERS' ASSOCIATION
FISCAL YEARS 2021 – 2024**

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**MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF ALHAMBRA AND THE ALHAMBRA POLICE OFFICERS'
ASSOCIATION FOR FISCAL YEARS 2021 THROUGH 2024**

ARTICLE I. PREAMBLE

This Memorandum of Understanding (“MOU”) is made and entered into between the Alhambra Police Officers’ Association, hereinafter referred to as “Association,” and management representatives of the Alhambra City Council, hereinafter referred to as the “City,” pursuant to California Government Code, sections 3500 et seq.

ARTICLE II. GENERAL PROVISIONS

Section 1. Term of Agreement

The provisions of this MOU, unless specifically stated otherwise, shall become effective the first pay period of July 2021 and shall remain in effect through the last pay period of June 2024.

Section 2. Recognition

The City hereby confirms its recognition of the Association as the recognized employee organization pursuant to the City’s Employer-Employee Relations Resolution No. R80-32 for the following positions:

- Police Sergeant;
- Police Corporal; and
- Police Officer.

Effective June 27, 2019, the classification of Police Recruit shall be removed from the Police Officers’ Association bargaining unit.

Section 3. City Council Determination

This MOU shall be presented to the Alhambra City Council for its determination and shall not be effective until or unless the City Council renders its approval.

Appropriate actions including the adoption of ordinances, resolutions, and rules shall be taken to implement the provisions of this MOU.

Section 4. Management Rights

Except as abridged, modified or restricted by the terms of this memorandum, City retains all rights, powers and authority set forth in the Alhambra City Charter, the Alhambra Municipal Code, and all applicable state and federal laws. Subject to City’s obligation to comply with the Meyers-Milias-Brown Act as to those matters within the scope of representation of the Association, it is agreed that said rights, powers and authority include, but are not limited to, determinations as to the merits, organization and necessity or levels of service, the necessity for overtime, number and location of work stations, nature of work to be performed, contracting for any work or operation, reasonable employee performance standards, including, but not limited to, quality and quantity standards and reasonable work and safety rules and regulations in order to maintain the efficiency and economy desirable in the performance of City services.

Section 5. Concerted Activities

During the term of this Agreement, the Association and affected employees agree that they will not call or engage in a strike or any other form of job action.

ARTICLE III. COMPENSATION

Section 1. Salary

A. Salary Adjustments.

Effective the first pay period of Fiscal Year 2021-2022, all Association members shall receive a two percent (2%) salary adjustment above their classification's assigned salary range.

Effective the first pay period of Fiscal Year 2022-2023, all Association members shall receive a two percent (2%) salary adjustment above their classification's assigned salary range.

Effective the first pay period of Fiscal Year 2023-2024, all Association members shall receive a two percent (2%) salary adjustment above their classification's assigned salary range.

The adjusted base pay for Association members shall be the amounts reflected in the Salary Schedule Resolution, attached to this Agreement as Appendix "A."

B. Base Pay. Base pay shall mean only the assigned salary to any unit classification exclusive of any other type or form of compensation.

C. Addition of Step 6 for Police Officer. Effective June 27, 2019, a sixth step will be added to the salary range for the classification of Police Officer. Step 6 shall be five percent (5%) above the salary for Step 5.

D. Salary Step Advancement. If an Association member is hired at Step One of the salary range for Police Officer, the Association member shall be eligible for a merit salary adjustment to Step Two after six months of active service at Step One provided they attain an overall rating of "average" or higher on the Association member's 5-month Probationary Employee Performance Evaluation. An Association member must serve a minimum of twelve months at each remaining salary step and attain an overall rating of "average" or higher on the Association member's Employee Performance Evaluation in order to be eligible for a merit salary adjustment to the next higher step within the salary range for Police Officer.

Section 2. One-Time Payment of American Rescue Plan Act of 2021 (ARPA) Funds – Premium Pay

The City recognizes that as essential workers and public safety employees, members of the Association continued to diligently work through the COVID-19 pandemic. ARPA provides federal relief funds to local government agencies for certain uses. As of the date that the parties have entered into this MOU, the US Department of Treasury ("Treasury") has published an Interim Final Rule ("Interim Rule") that provides that an eligible use of the ARPA funds is Premium Pay. (31 CFR Part 35, Section 9901 of the Interim Rule). Subject to certain restrictions, the Interim Rule states that Premium Pay can be provided to employees who performed or are performing essential work during the COVID-19 pandemic, such as protecting the health and wellbeing of the residents of the City.

The City agrees to provide a Premium Pay benefit with ARPA funding to Association members pursuant to this paragraph. The Treasury intends to publish Final Guidance regarding the eligible uses of ARPA funds. After publication of the Final Guidance, the City agrees to make a one-time, lump-sum payment to members of the Association in the amount of seven percent (7%) of the employees' annual base rate pay, so long as the Final Guidance provides that this is an eligible use of ARPA funds. If Final Guidance is issued before December 15, 2021, distribution of these payments shall take place on a special payroll run on that date. Otherwise, the payments will be distributed on a special payroll as soon as practical after the Final Guidance has been published.

The City and POA agrees that this one-time payment of funds to Association members shall not be pensionable. In the event that the Final Guidance provides the payments set forth in this section may not be made to Association members, the City agrees to a limited reopener, as set forth in Article XVI, Section 4(b) of this MOU.

Section 3. Overtime

- A. Definition of Overtime: Work performed in excess of the regularly scheduled work period as defined in Article VII shall be classified as overtime and is subject to the approval of the Police Chief or designee.
- B. Accrual of Overtime: Overtime shall accrue in thirty (30) minute increments rounded to the nearest thirty (30) minutes.
- C. Compensation for Overtime: Association members shall be compensated for overtime worked by monetary compensation or compensatory time off (CTO) paid at the rate of one and one-half times the amount of time worked by an Association member which is in excess of such employee's standard work period. Monetary compensation shall be calculated at the respective Association member's regular rate of pay as defined in the Fair Labor Standards Act. CTO is addressed in Article IX, Section 5.

Section 4. Donning and Doffing

- A. Eligibility
 1. Association members who hold the following Police Department non-exempt sworn positions, who are required to wear an authorized uniform and equipment while on duty, are entitled to the benefits set forth in this MOU:
 - Field Services Division Patrol Officers
 - Community Oriented Police Services Officers ("COPS")
 - Detectives that work a Field Service Division Patrol Shift
 2. Association members who hold the positions set forth in I.A. above, who are not required to wear an authorized uniform and equipment while on duty, including, but not limited to, an employee who attends court, reports for range qualification, training, or other duties that do not require use of authorized uniforms or equipment are not entitled to the benefits set forth in this MOU.
 3. Association members who hold the following Police Department non-exempt sworn positions are not entitled to the benefits set forth in this MOU:
 - Administrative Officers
 - Detectives, except as provided in I.A.3
 - K-9 Officers
 - Motorcycle Officers ("Motors")
- B. Definitions
 1. Authorized Uniform: Uniformed Association members of the Police Department are required to wear, but not limited to, the following uniform types while on duty, as described in detail in the Alhambra Police Department Policy and Procedures Manual:
 - Class A Uniform
 - Class B Uniform
 - Class C Uniform
 - Ceremonial Uniform

- Specialty Uniform
 - Maternity Uniform
2. Uniform Clothing: The articles of clothing that Association members of the Police Department are required to wear while on duty and which make up the authorized uniforms as defined in Article III, Section 4B1 above, and as described in detail in the Alhambra Police Department Policy and Procedures Manual, which include, but are not limited to:
 - Police Department Badge
 - Name Plate/Badge
 - Shirt
 - Undershirt
 - Necktie
 - Tie Clasp
 - Jacket
 - Trousers
 - Trouser Belt
 - Socks
 - Shoes
 - Gloves
 3. Equipment: The equipment Association members of the Police Department are required to wear, as described in the Alhambra Police Department Policy and Procedures Manual, and which include, but are not limited to: equipment belt and equipment positioned on equipment belt, including but not limited to magazine pouch, keeper strap, key strap, baton holder, portable radio holder with radio, oresin spray and case, handcuff case, keeper straps, and holster, vests/body armor, leather gear, firearms and ammunition, baton, handcuffs and key. Field equipment, including, but not limited to capsicum, notebook, pen/pencil watch, flashlight, traffic citation book, audio tape recorder and rain apparel.
 4. Non-Exempt Association member: An Association member who holds a position that, by nature of the job requirements and method of payment, is entitled to earn overtime. Non-exempt status is based on applicable state and federal law, including, but not limited to, Fair Labor Standards Act guidelines.
 5. Special Assignment: When an Association member performs contract services as is described in detail in the Alhambra Police Department Policy and Procedures Manual.
 6. Regular Scheduled Shift: Scheduled shift for non-exempt Association members, of the Police Department, who are scheduled to report to work at 6:00 a.m. and end their shift at 6:30 p.m. or who are scheduled to report to work at 6:00 p.m. and end their shift at 6:30 a.m.
 7. Unscheduled Shift: A shift, other than a regular scheduled shift, when an Association member is asked by a Supervisor to report to work.
- C. Compensation
1. The time spent donning and doffing authorized uniforms and equipment at the Alhambra Police Department shall be compensated at the Association member's straight time rate or at an overtime rate, when such time constitutes overtime under current City overtime practices.
 2. An Association member shall have up to fifteen (15) minutes at the beginning of each shift,

including special assignments, to don an authorized uniform and equipment. If an Association member takes less than fifteen (15) minutes to don the authorized uniform and equipment, the Association member shall be required to report to roll-call or report to their immediate Supervisor prior to the expiration of the fifteen (15) minutes.

3. An Association member shall have up to the last fifteen (15) minutes at the end of each shift, including special assignments, to doff an authorized uniform and equipment. If an Association member takes less than fifteen (15) minutes to doff the authorized uniform and equipment, after having worked a regular scheduled shift the Association member shall be required to remain in the workplace available for assignment until the expiration of the regular scheduled shift. If an Association member takes less than fifteen (15) minutes to doff the authorized uniform and equipment, after having worked an unscheduled shift, the Association member's shift will end at that time and they shall record the ending time.

D. Timekeeping

1. All Association members shall record accurately all exact time worked on the day time worked actually occurs.
2. Association members will be required to record the following information:
 - Actual hours worked for each regular scheduled shift.
 - All actual time taken as paid leave
 - Any additional time during which work is performed, including work performed outside the regular scheduled shift.
3. To ensure the accuracy of time records, each Association member to the best of their knowledge will sign a statement attesting that the time and hours recorded are accurate and fully identify all time worked during the pay period, including all time for donning and doffing of authorized uniforms and equipment.
4. Association members must ensure that their time records are submitted to their Supervisors on the day designated by City policy. Supervisors shall review and address potential issues in time records before submitting such records to Payroll. Supervisors shall sign each time record, attesting to the completion of such review and that the time recorded reflects all work performed by the Association member of which the Supervisor was reasonably aware.
5. All time records represent legal documents used to accurately record working time and to compensate employees properly. Under no circumstances shall an Association member complete or sign a time record on behalf of another Association member. Under no circumstances shall a Supervisor sign a time record on behalf of another Association member without the Police Chief's express authorization.

Section 5. Shift Differential Pay

- A. Eligibility. Association members and new employees who have successfully completed the Field Training Program in the initial phase of employment with the City and assigned to patrol who are routinely and consistently scheduled to work other than standard "daytime" shifts are eligible to receive Shift Differential Pay. For purposes of this section, "daytime" shift means 6:00 a.m. to 6:30 p.m.

For new employees who have successfully completed the Field Training Program, written notification by way of a Personnel Action Form indicating completion of training and confirming eligibility to receive the benefit pay shall be provided to the Human Resources Department.

The start of the benefit pay shall coincide with the beginning of the next applicable pay period.

- B. Amount. An eligible Association member shall be paid \$100.00 per month, in addition to their base rate of pay.
- C. CalPERS Reporting. The parties agree that to the extent permitted by law, the value of the compensation for Shift Differential Pay is special compensation and shall be reported as such to CalPERS pursuant to Title 2 CCR, Section 571(a)(4) - Special Assignment Pay. Shift Differential Pay shall be reported to CalPERS periodically when earned, on a per pay period basis. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said Shift Differential Pay as compensation for purposes of benefit determination and CalPERS shall make the sole determination as to inclusion.

Section 6. Court Appearance Pay

- A. Court Time. Association members required to appear in court in connection with the performance or their duties during the member's off-duty time, shall receive a minimum of three (3) hours of pay at time and one-half of his/her base hourly rate or the actual time in court at the time and one-half rate, whichever is greater. If an Association member is required to be in court during the morning and afternoon sessions, the Association member shall receive additional pay at the time and one-half rate for the lunch recess.
- B. Court Stand-By Time "On Call." Whenever an Association member is placed "on-call" pursuant to a court subpoena while otherwise off-duty, the member shall receive compensation for being "on-call" at the rate of two (2) hours of straight time pay for each day spent in that status. "On call" pay shall not be provided on any day the member is called to appear in court.

Section 7. Minimum Call-Back Time

Call-Back Pay: Any permanent Association member required to work overtime other than immediately before the beginning, during or immediately following the end of their regular work period shall be paid for the actual time worked, but in no event shall such employee be paid less than a minimum of two hours of overtime, irrespective of the period of overtime actually worked.

Section 8. Acting Assignment Pay

- A. Eligibility.
 - 1. An Association member holding the position of Police Sergeant who is required to work in an upgraded position or classification, as a Watch Commander in Patrol, for a limited duration, not to exceed six (6) months, is eligible for temporary upgrade pay.
 - 2. An Association member holding the positions of Police Corporal or Police Officer who is required to work in an upgraded position or classification, as an Officer in Charge (in Patrol), for a limited duration, not to exceed six (6) months is eligible for temporary upgrade pay.
- B. Terms.
 - 1. Acting assignments must be made in writing by the Chief of Police, with approval by the City Manager. A Personnel Action Form will be prepared by the Police Department documenting the assignment change and effective dates upon approval by the City Manager.
 - 2. The work assigned must be that of a budgeted position and performed in the absence of the regular incumbent.
 - 3. The work assumed by the Association member on the acting assignment must be substantially

the same as performed by the regular incumbent.

4. At least 100 percent (100%) of the Association member's time must be spent in the performance of duties appropriate to the upgraded position or classification. Credit shall not be given for any temporary acting capacity work which is referenced in a class specification as being appropriate to the Association member's regular position.
5. Unless otherwise permitted by the City's Municipal Code and/or Personnel Rules, an acting assignment shall not be made for less than thirty (30) consecutive calendar days nor exceed a period of six (6) months.
6. Association members who request temporary placement in a higher position for training purposes or who are participating in a training program involving work in an acting capacity shall not be eligible for acting pay.

C. Amount.

1. A Police Sergeant serving in an acting assignment as Watch Commander (in Patrol) shall receive temporary upgrade pay in the amount of \$1.50 per hour in addition to their regular base rate of pay, for time actually worked in the acting assignment.
2. A Police Officer or Police Corporal serving in an acting assignment as an Officer in Charge (in Patrol) shall receive temporary upgrade pay in the amount of \$1.25 per hour in addition to their regular base rate of pay, for time actually worked in the acting assignment.

D. CalPERS Reporting.

The parties agree that to the extent permitted by law, the value of the compensation for Temporary Upgrade Pay is special compensation and shall be reported as such to CalPERS pursuant to Title 2 CCR, Section 571(a)(3) - Premium Pay. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said Temporary Upgrade Pay as compensation for purposes of benefit determination and CalPERS shall make the sole determination as to inclusion.

ARTICLE IV. SPECIAL ASSIGNMENTS

Section 1. Special Assignment Pay - Procedures

- A. Selection and Assignment. The Chief of Police has the sole discretion to determine and select who shall receive a special assignment. Eligible Association members who are selected and assigned to the following special assignments (or successor titles) shall be paid \$200.00 per month, in addition to their base rate of pay, in special assignment premium pay. However, Association members may not receive more than one (1) special assignment premium pay at a time.
 1. Motor Officer
 2. Canine Officer
 3. Training Officer
 4. Field Training Officer
 5. Detective
 6. C.O.P.P.S.
 7. Professional Standards Unit
 8. TRAP Officer
 9. U.S. Marshal's Office
 10. Police Liaison Premium for Officers assigned as a School Resource Officer

- B. Eligibility. Association members must meet the following eligibility requirements to be considered for testing and selection to serve in any special assignment position:
 - 1. Must have successfully completed the probationary period and not be on a formal Performance Improvement Plan (PIP);
 - 2. Must have three (3) years of experience as a police officer; and
 - 3. Must have received a rating of "competent" or better on the two (2) most recent performance evaluations.
- C. Conditions. The assignment of all special assignment positions, including, but not limited to the necessary qualifications, the testing and selection process, the duties and responsibilities, and the selection, transfer and removal from the assignment, shall be at the sole discretion of the Chief of Police and is subject to the terms and conditions of Department procedures, as determined by the Chief of Police. All special assignment positions shall not be considered permanent, are not a vested property right or interest, and may be revoked as a result of disciplinary action, for administrative purposes, or based on the needs of the Department.

Section 2. Motorcycle Officer Premium

- A. Eligibility. Full-time, sworn, Association members, including Police Corporals who are selected by the Chief of Police to serve as a Motorcycle Officer and who are routinely and consistently assigned to operate and/or patrol on motorcycle are eligible to receive Motorcycle Patrol Premium pay.
- B. Amount. An eligible Association member shall be paid \$200.00 per month for Motorcycle Officer, in addition to their base rate of pay.
- C. CalPERS Reporting. The parties agree that to the extent permitted by law, the value of the compensation for Motorcycle Patrol Premium Pay is special compensation and shall be reported as such to CalPERS pursuant to Title 2 CCR, Section 571(a)(4) - Special Assignment Pay. Motorcycle Patrol Premium Pay shall be reported to CalPERS periodically when earned, on a per pay period basis. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said Motorcycle Patrol Premium Pay as compensation for purposes of benefit determination and CalPERS shall make the sole determination as to inclusion.

Section 3. Canine Officer Premium

- A. Eligibility. Full-time, sworn, Association members who are selected by the Chief of Police to serve as a Police Canine Handler and who are assigned to the Canine Team and routinely and consistently handle, train and board a canine are eligible to receive Canine Officer Premium pay.
- B. Amount. An eligible Association member shall be paid \$200.00 per month for Canine Officer, in addition to their base rate of pay. Canine Officer Premium Pay received under this section does not include veterinarian fees, feed or other reimbursable expenses for the upkeep of the animal. Those expenses are reimbursed directly by the Police Department.
- C. CalPERS Reporting. The parties agree that to the extent permitted by law, the value of the compensation for Canine Officer Premium Pay is special compensation and shall be reported as such to CalPERS pursuant to Title 2 CCR, Section 571(a)(4) - Special Assignment Pay. Canine Officer Premium Pay shall be reported to CalPERS periodically when earned, on a per pay period basis. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said Canine Officer Premium Pay as compensation for purposes of benefit determination and CalPERS shall make the sole determination as to inclusion.

Section 4. Training Officers Assigned to Administration Premium

- A. Eligibility. Full-time, sworn, Association members who are selected by the Chief of Police to serve as a Personnel and Training Officer and who are routinely and consistently assigned to train employees within the Support Services Division of the Police Department are eligible to receive Training Premium pay.
- B. Amount. An eligible Association member shall be paid two hundred dollars (\$200.00) per month for Personnel and Training Officer, in addition to their base rate of pay.
- C. CalPERS Reporting. The parties agree that to the extent permitted by law, the value of the compensation for Personnel and Training Premium Pay is special compensation and shall be reported as such to CalPERS pursuant to Title 2 CCR, Section 571(a)(4)E - Special Assignment Pay. Personnel and Training Premium Pay shall be reported to CalPERS periodically when earned, on a per pay period basis. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said Personnel and Training Premium Pay as compensation for purposes of benefit determination and CalPERS shall make the sole determination as to inclusion.

Section 5. Field Training Officer Premium

- A. Eligibility. Full-time, sworn, Association members who are selected by the Chief of Police to serve as a Field Training Officer and who are routinely and consistently assigned to train employees and members of the Field Training Division within the Field Services Section of the Police Department are eligible to receive Field Training Premium pay.
- B. Amount. An eligible Association member shall be paid \$200.00 per month for Field Training Officer, in addition to their base rate of pay.
- C. CalPERS Reporting. The parties agree that to the extent permitted by law, the value of the compensation for Field Training Premium Pay is special compensation and shall be reported as such to CalPERS pursuant to Title 2 CCR, Section 571(a)(4) - Special Assignment Pay. Field Training Premium Pay shall be reported to CalPERS periodically when earned, on a per pay period basis. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said Field Training Premium Pay as compensation for purposes of benefit determination and CalPERS shall make the sole determination as to inclusion.

Section 6. Detective Division Premium

- A. Eligibility. Full-time, sworn, Association members who are selected by the Chief of Police to serve as a Detective and are routinely and consistently assigned to the Detective Division of the Police Department are eligible to receive Detective Division Premium Pay.
- B. Amount. An eligible Association member shall be paid \$200.00 per month for Detective, in addition to their base rate of pay.
- C. CalPERS Reporting. The parties agree that to the extent permitted by law, the value of the compensation for Detective Division Premium Pay is special compensation and shall be reported as such to CalPERS pursuant to Title 2 CCR, Section 571(a)(4) - Special Assignment Pay. Detective Division Premium Pay shall be reported to CalPERS periodically when earned, on a per pay period basis. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said Detective Division Premium Pay as compensation for purposes of benefit determination and CalPERS shall make the sole determination as to inclusion.

Section 7. Police Liaison Premium - Community Oriented Problem Policing Section

- A. Eligibility. Full-time, sworn, Association members who are selected by the Chief of Police to serve as a member of the Community Oriented Problem Policing Section of the Police Department ("C.O.P.P.S.") and who routinely and consistently function as a liaison between special persons, groups or courts and the Police Department are eligible to receive Police Liaison Premium Pay.
- B. Amount. An eligible Association member shall be paid \$200.00 per month for C.O.P.P.S. Officer, in addition to their base rate of pay.
- C. CalPERS Reporting. The parties agree that to the extent permitted by law, the value of the compensation for Police Liaison Premium Pay is special compensation and shall be reported as such to CalPERS pursuant to Title 2 CCR, Section 571(a)(4) - Special Assignment Pay. Police Liaison Premium Pay shall be reported to CalPERS periodically when earned, on a per pay period basis. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said Police Liaison Premium Pay as compensation for purposes of benefit determination and CalPERS shall make the sole determination as to inclusion.

Section 8. Police Administrative Officer - Professional Standards Unit

- A. Eligibility. Full-time, sworn, Association members who are selected by the Chief of Police to serve as a member of the Professional Standards Unit of the Police Department and are routinely and consistently assigned to police administration to provide support for the Chief of Police and command staff in the operation of the Police Department are eligible to receive Police Administrative Officer Premium Pay.
- B. Amount. An eligible Association member shall be paid \$200.00 per month for Police Administrative Officer, in addition to their base rate of pay.
- C. CalPERS Reporting. The parties agree that to the extent permitted by law, the value of the compensation for Police Administrative Officer Premium Pay is special compensation and shall be reported as such to CalPERS pursuant to Title 2 CCR, Section 571(a)(4) - Special Assignment Pay. Police Administrative Officer Premium Pay shall be reported to CalPERS periodically when earned, on a per pay period basis. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said Police Administrative Officer Premium Pay as compensation for purposes of benefit determination and CalPERS shall make the sole determination as to inclusion.

Section 9. Police Liaison Premium for Officers assigned as a TRAP Officer

- A. Eligibility. Full-time, sworn, Association members who are selected by the Chief of Police to serve as a TRAP Officer and who routinely and consistently function as a liaison to TRAP are eligible to receive Police Liaison Premium Pay.
- B. Amount. An eligible Association member shall be paid \$200.00 per month for TRAP Officer, in addition to their base rate of pay.
- C. CalPERS Reporting. The parties agree that to the extent permitted by law, the value of the compensation for Police Liaison Premium Pay is special compensation and shall be reported as such to CalPERS pursuant to Title 2 CCR, Section 571(a)(4) – Special Assignment Pay. Police Liaison Premium Pay for Officers assigned as a TRAP Officer shall be reported to CalPERS periodically when earned, on a per pay period basis. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said Police Liaison Premium Pay for Officers assigned as a TRAP Officer as compensation for purposes of benefit

determination and CalPERS shall make the sole determination as to inclusion.

Section 10. Police Liaison Premium for Officers assigned as a U.S. Marshal's Office Officer

- A. Eligibility. Full-time, sworn, Association members who are selected by the Chief of Police to serve as a U.S. Marshal's Office Officer and who routinely and consistently function as a liaison to the U.S. Marshal's Office are eligible to receive Police Liaison Premium Pay.
- B. Amount. An eligible Association member shall be paid \$200.00 per month for U.S. Marshal's Office Officer, in addition to their base rate of pay.
- C. CalPERS Reporting. The parties agree that to the extent permitted by law, the value of the compensation for U.S. Marshal's Office Officer Police Liaison Premium Pay is special compensation and shall be reported as such to CalPERS pursuant to Title 2 CCR, Section 571(a)(4) – Special Assignment Pay. Police Liaison Premium Pay for Officers assigned as a U.S. Marshal's Office Officer shall be reported to CalPERS periodically when earned, on a per pay period basis. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include shall include Police Liaison Premium Pay for Officers assigned as a U.S. Marshal's Office Officer as compensation for purposes of benefit determination and CalPERS shall make the sole determination as to inclusion.

Section 11. Police Liaison Premium for Officers assigned as a School Resource Officer

- A. Eligibility. Full-time, sworn, Association members who are selected by the Chief of Police to serve as a School Resource Officer (SRO) and who routinely and consistently function as a liaison to the Alhambra School District are eligible to receive Police Liaison Premium Pay.
- B. Amount. An eligible Association member shall be paid \$200.00 per month for School Resource Officer, in addition to their base rate of pay.
- C. CalPERS Reporting. The parties agree that to the extent permitted by law the value of the compensation for Police Liaison Premium Pay is special compensation and shall be reported as such to CalPERS pursuant to Title 2 CCR, Section 571(a)(4) – Special Assignment Pay. Police Liaison Premium Pay for Officers assigned as a School Resource Officer shall be reported to CalPERS periodically when earned, on a per pay period basis. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said Police Liaison Premium Pay for Officers assigned as a School Resource Officer as compensation for purposes of benefit determination and CalPERS shall make the sole determination as to inclusion.

ARTICLE V. PREMIUM PAY

Section 1. Bilingual Pay

- A. The City's Administrative Policy describes the eligibility and certification process for Bilingual Pay.
- B. Amount. An eligible Association member certified as bilingual by the City and who provides bilingual services during the course of work as needed, shall be paid one hundred dollars (\$100.00) per month for bilingual support, in addition to their base rate of pay, beginning on the first pay period after certification. Eligible Association members certified by the City as bilingual in two (2) or more languages shall receive one hundred fifty dollars (\$150.00) per month, in addition to their base rate of pay, beginning on the first pay period after certification.
- C. CalPERS Reporting. The parties agree that to the extent permitted by law, the value of the

compensation for Bilingual Pay is special compensation and shall be reported as such to CalPERS pursuant to Title 2 CCR, Section 571(a)(4) - Special Assignment Pay. Bilingual Pay shall be reported to CalPERS periodically when earned, on a per pay period basis. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said Bilingual Pay as compensation for purposes of benefit determination and CalPERS shall make the sole determination as to inclusion.

Section 2. Longevity Pay

- A. Eligibility and Amount. Association members with years of continuous City of Alhambra paid service shall receive longevity pay, in addition to their base rate of pay, as follows:
 - 1. Upon completing one hundred twenty (120) months - 10 Years - \$100 per month
 - 2. Upon completing one hundred eighty (180) months - 15 Years - \$200 per month
- B. Time while on unauthorized unpaid leave of absence shall not count towards years of service, unless otherwise required by law. Time while on authorized unpaid leave of absence which totals less than 15 calendar days shall count towards years of service. Time while on an authorized unpaid leave of 15 calendar days or more shall not count towards years of service, unless otherwise required by law.
- C. Longevity Pay amounts set forth here are not cumulative.
- D. CalPERS Reporting. The parties agree that to the extent permitted by law, the value of the compensation for longevity pay is special compensation and shall be reported as such to CalPERS pursuant to Title 2 CCR, Section 571(a)(1) - Incentive Pay. Longevity Pay shall be reported to CalPERS periodically when earned, on a per pay period basis. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said Longevity Pay as compensation for purposes of benefit determination and CalPERS shall make the sole determination as to inclusion.

Section 3. Educational Incentive Pay

- A. Eligibility. An Association member who has completed the requisite amount of educational courses which enhance the ability for the Association member to do their job as discussed below is eligible to receive Educational Incentive Pay, upon evaluation and approval of acceptable courses and degrees by the Chief of Police, in consultation with the Director of Human Resources and Risk Management.
- B. Amount.
 - 1. An eligible Association member hired on or after July 1, 1994, shall receive Educational Incentive Pay, upon approval, according to the following terms:
 - a. An Association member who possesses an Associate's Degree or sixty (60) semester units or ninety (90) quarter units, from an accredited college or university, in Police Science or related field approved by the Chief of Police, in consultation with the Human Resources Director, shall be paid four hundred dollars (\$400.00) per month, in addition to their base rate of pay.
 - b. An Association member, who possesses a Bachelor's Degree or one hundred twenty (120) semester units or one hundred-eighty (180) quarter units from an accredited college or university, in Police Science or related field, approved by the Chief of Police, in consultation with the Director of Human Resources and Risk Management, shall be paid five hundred fifty dollars (\$550.00) per month, in addition to their base rate of pay.

2. An eligible Association member, hired before July 1, 1994 and currently receiving a percentage-based payment shall receive educational incentive pay, upon approval, according to the following terms:
 - a. An Association member who possesses an Associate's Degree or sixty (60) semester or ninety (90) quarter units from an accredited college or university in Police Science, Police Administration, Public Administration (or comparable title) shall be entitled to an Educational Incentive equal to five percent (5%) of the member's base salary;
 - b. An Association who obtains a Bachelors' degree in Police Science, Police Administration, or Public Administration (or comparable title), shall be entitled to an Educational Incentive equal to ten percent (10%) of the member's base pay.
- C. Payment. The City shall begin making approved Educational Incentive Payments beginning the first full pay period following approval by the Chief of Police, in consultation with the Director of Human Resources and Risk Management. Educational Incentive Pay amounts set forth in Article V, Section 3 are not cumulative.
- D. CalPERS Reporting. The parties agree that to the extent permitted by law, the value of the compensation for educational incentive pay is special compensation and shall be reported as such to CalPERS pursuant to Title 2 CCR, Section 571(a)(2) - Educational Pay. Educational Incentive Pay shall be reported to CalPERS periodically when earned, on a per pay period basis. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said Educational Incentive Pay as compensation for purposes of benefit determination and CalPERS shall make the sole determination as to inclusion.

Section 4. Master Officer Pay

- A. Eligibility. Effective June 27, 2019, Association members with a minimum of ten (10) full-time years of service with the Alhambra Police Department, and a minimum of three (3) years in a special assignment as identified in Article IV, and possess a POST Advanced Certificate will be eligible to receive Master Officer Certification Pay.
- B. Amount. Association members who meet the eligibility requirements described above shall receive two hundred dollars (\$200) per month for Master Officer in addition to their base salary rate.
- C. CalPERS Reporting. The parties agree that to the extent permitted by law, the value of the compensation for Master Officer Certification Pay is special compensation and shall be reported as such to CalPERS pursuant to Title 2 CCR, Section 571(a)(1) – Incentive Pay. Master Officer Certification Pay shall be reported to CalPERS periodically when earned, on a per pay period basis. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said Master Officer Certification Pay as compensation for purposes of benefit determination and CalPERS shall make the sole determination as to inclusion.

Section 5. Management Incentive Pay for Sergeants

- A. Eligibility. An Association member holding the position of Sergeant is eligible to accrue up to forty (40) hours per year of management incentive leave in recognition of the unique nature of the Sergeant position and duties performed during normal work hours.
- B. Accrual. Eligible Association members shall be provided with forty (40) hours of management incentive leave on July 1 of each fiscal year. Eligible Association members who have been

employed for less than one full year as of January 1st of any given year shall receive management incentive leave on a prorated basis based on the applicable length of full-time employment. Management Incentive Pay must be used by the end of each fiscal year.

- C. Use. Eligible Association members shall be permitted to use accrued management incentive leave within a reasonable period after making the request, subject to the needs of the City and Police Department and with the approval of the Chief of Police.
- D. Maximum Accrual: The maximum amount of Management Incentive Pay that shall be accrued is forty (40) hours.
- E. Pay Out. Upon separation from employment, change of position, or promotion, accrued and unused management incentive leave shall be paid out at the Association member's then-current rate of pay.
- F. CalPERS Reporting. The parties agree that to the extent permitted by law, the value of the compensation for Management Incentive Pay for Sergeants is special compensation and shall be reported as such to CalPERS pursuant to Title 2 CCR, Section 571(a)(4) – Incentive Pay. Management Incentive Pay for Sergeants shall be reported to CalPERS periodically when earned, on a per pay period basis. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said Management Incentive Pay as compensation for purposes of benefit determination and CalPERS shall make the sole determination as to inclusion. Management Incentive Pay is not reportable for “new members” of CalPERS as defined by Government Code Section 7522,04(f).

ARTICLE VI – UNIFORMS AND EQUIPMENT

Section 1. Initial Uniform Issue

- A. Initial Issue: The following uniform items shall be provided to the Association member upon appointment.
 - Three (3) pants
 - Two (2) short sleeve shirts
 - One (1) long sleeve shirt
 - One (1) pair of bootsLateral Police Officers shall only receive a new pair of boots if they can show that their current boots are unserviceable.
- B. CalPERS Reporting. The uniform issue shall be reported to CalPERS periodically when provided. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said uniform issue as compensation for the purposes of benefit determination and CalPERS shall make the sole determination as to inclusion. The uniform issue is not reportable for "new members" of CalPERS as defined by Government Code Section 7522.04(f) and as pursuant to Title 2, CCR Sections 571 and 571.1.

Section 2. Uniform Allowance

- A. Eligibility. Full-time, sworn, Association members required to wear a uniform shall receive an annual uniform allowance in the amount of \$825.00.
- B. Amount. The uniform allowance in the amount of \$825.00 shall be provided on a per pay period basis.

- C. CalPERS Reporting. The uniform allowance shall be reported to CalPERS periodically when earned. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said uniform allowance as compensation for purposes of benefit determination and CalPERS shall make the sole determination as to inclusion. The uniform allowance is not reportable for "new members" of CalPERS as defined by Government Code Section 7522.04(f) and as pursuant to Title 2, CCR Sections 571 and 571.1.

Section 3. Uniform Cleaning

- A. Eligibility. For Association members required to wear a uniform, the City shall pay and provide for the cleaning and maintenance of the following:
 - 1. Four (4) articles of uniform clothing per week from October 1st to June 30th of each year; and
 - 2. Six (6) articles of uniform clothing per week from July 1" to September 30th of each year.
- B. Amount. The City's cost for providing the cleaning of articles of uniform clothing per week is detailed in Appendix "B". The payment of uniform cleaning costs shall be provided on a per pay period basis.
- C. CalPERS Reporting. The cost of uniform cleaning shall be reported to CalPERS periodically when earned. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said uniform allowance as compensation for purposes of benefit determination and CalPERS shall make the sole determination as to inclusion. The cost of uniform cleaning is not reportable for "new members" of CalPERS as defined by Government Code Section 7522.04(f) and as pursuant to Title 2, CCR Sections 571 and 571.1.

Section 4. Uniform Replacement

Compensation for uniforms and other items damaged on duty.

- A. In the event any portion of the uniform, equipment or personal belongings of any Association member is damaged while the employee is actually engaged in the performance of their duties with the City, and as a result of the performance of their duties, the City shall pay for a replacement of the damaged item of uniform, equipment or personal belongings.
- B. If any such Association member receives compensation or reimbursement from any insurance program, private or otherwise, for any such damaged item, then, to the extent of any such other reimbursement or compensation, they shall not also receive any payment from the City under the provisions of this section: and if they have theretofore received any such payment from the City, they shall reimburse the City therefor.
- C. If, in the opinion of both the Chief of Police and the City Manager, any portion of the uniform of any Association member is so damaged or deteriorated as to require replacement, the City shall pay for a replacement for the damaged or deteriorated item of uniform; provided, however, the total cost to the city of replacement uniform items do not exceed three hundred dollars (\$300) in any one fiscal year, commencing July 1, 1982. This section is not applicable to newly hired Association members until the Association member has completed one (1) year of service with the City.

ARTICLE VII. HOURS OF WORK

Section 1. Work Schedules

The City of Alhambra shall comply fully with the 7k exemption under the Federal "Fair Labor Standards

Act" (FLSA), as well as other provisions of the FLSA as it may be amended from time to time. In accordance with the FLSA the standard period, of work for Association members shall be as follows:

- A. The standard work period for uniformed police officers shall be 28 consecutive days during which the Association member's tours of duty do not exceed in the aggregate 171 hours. The weekly tour of duty for each such designated uniformed officer shall be 12 hours and 30 minutes per day, including the meal period and briefing time, for three days in each week, a total of 37 ½ hours. The tour of duty for the 28-day work period shall be 150 hours. If the uniformed officer works in excess of the work period, but not more than 160 hours, the officer shall be paid at a straight time rate for those hours worked. Time worked over 160 hours in the work period shall be calculated at the overtime rate. In the event an officer does not work or is not assigned any additional hours beyond the 150-hour tour of duty for the work period the officer shall have ten hours of leave time deducted from their leave time account. Any leave time which has been accrued to the Association member, with the exception of sick leave, shall be available for such use by the Association member.
- B. The weekly tour of duty for each such plainclothes police officer shall be ten (10) hours per day, including the meal period and briefing time, four (4) days per week, a total of forty (40) hours.

It is understood and agreed that nothing shall abridge the City's right as specified in Resolution No. R80-32, Section Five (C) regarding City rights to wit: "... the City retains the sole and exclusive rights and functions of management including, but not by this enumeration intended to be limited to (the right) to establish, modify and change working hours schedules and shifts, job content, methods, techniques, processes and standards and allot and assign work..." Additionally, except as required under the provisions of California Government Code Sections 3500 to 3510, and/or the FLSA, the City reserves the right to regulate and/or change the designation of the specific hours or days to be worked by any Association member, and no such change in the scheduling of days or hours worked shall be deemed to constitute overtime, provided the total number of hours and days does not exceed those specified as constituting the standard work year, work period, work week and workday hereunder.

Section 2. Meals and Rest Periods

The standard meal period for all Association members shall be forty-five (45) minutes for each full shift worked which shall be counted as hours worked.

The standard rest periods for all Association members shall be two fifteen (15) minute periods for each full shift worked.

Section 3. Shift Assignment Notification

Notification of shift assignment shall be made ninety-six (96) hours in advance of the assigned shift for both officers assigned to patrol and those assigned to detectives. It is understood and agreed that such notification need not take place in the event of an emergency as defined by the Chief of Police or his designee.

Section 4. Training for a Day Worked

Any training that is eight (8) hours or more in length shall constitute a day for a day. Training that occurs on an Association member's regularly scheduled work day that is less than eight (8) hours shall be paid at the Association member's regular rate of pay. The Association member shall either work the remainder of the work day or use accrued leave time to make up hours needed to complete the work day. Training that occurs on the Association member's regular day off that is less than eight (8) hours shall be paid at the appropriate overtime rate based on total hours worked in the Association member's work period.

ARTICLE VIII. HOLIDAYS

Section 1. Observed Holidays

A. Designated Holidays: The City recognizes the following as eight (8) hour holidays for Association members. Official City holidays shall be adopted by action of the City Council.

Fourth of July	July 4
Labor Day	1 st Monday in September
Veteran's Day	November 11
Thanksgiving Day	4 th Thursday in November
Day after Thanksgiving Day	4 th Friday in November
Christmas Day	December 25
New Year's Day	January 1
Martin Luther King Jr. Day	3 rd Monday in January
Presidents' Day	3 rd Monday in February
Memorial Day	Last Monday in May

B. Christmas Eve and New Year's Eve

1. The City agrees to allow Association members eight (8) hours off with pay for Christmas Eve and four (4) hours off with pay for New Year's Eve-only when Christmas Eve or New Year's Eve falls on a weekday/workday (Monday through Thursday).
2. If Christmas Eve or New Year's Eve fall on a Friday, Association members will not be paid an additional eight (8) hours or four (4) hours, respectively, for Friday. Instead, Association members will be paid the approved City Holiday.
3. If an Association member's normal scheduled workday falls on Christmas Eve the Association member will be paid eight (8) hours. If an Association member's normal scheduled workday falls on New Year's Eve, the Association member will be paid four (4) hours.
4. Any Association member who is called into work during the four (4) hour holiday period for New Year's Eve will be allowed to bank four (4) hours Holiday pay for the time worked. Any Association member who is called into work during the eight (8) hour holiday period for Christmas Eve will be allowed to bank eight (8) hours Holiday pay for the time worked.

Section 2. Holiday Premium Pay

A. Holiday Premium Pay

1. Affected Association members who are required to work on a day designated by the City as an official holiday will accrue holiday hours equal to the actual holiday hours worked and, at the Association member's option, either time and one-half pay for the holiday hours worked or an equal amount of compensatory time.
2. CalPERS Reporting. The parties agree that to the extent permitted by law, the value of the compensation for Holiday Pay is special compensation and shall be reported as such to CalPERS pursuant to Title 2 CCR, Section 571(a)(5) - Holiday Premium Pay. Holiday Pay shall be reported to CalPERS periodically when earned, on a per pay period basis. However, the City makes no representations or guarantees whatsoever with respect to whether CalPERS shall include said Holiday Pay as compensation for purposes of benefit determination and CalPERS shall make the sole determination as to inclusion.

B. Use of Holiday Hours: Holiday time shall be available for use in fifteen (15) minute increments. The scheduling of this time shall remain a management right. Any Association member

requesting to use any type of benefit time shall provide the Police Department with a minimum of fifteen (15) calendar days' notice in advance of such use. When an Association member provides such prior notice, and the Department has approved the time off request, the Department will be responsible for ensuring that any staffing vacancy created by the requesting Association member's absence is filled.

If the Association member does not provide the Department with a minimum of fifteen (15) days advance notice, the Association member shall be responsible for ensuring that the staffing vacancy created is filled, if required. If no replacement is obtained by the requesting Association member, the request for leave will be denied.

- C. Holidays during Leave of Absence: An employee on a leave of absence with pay shall accrue and use holiday hours for any holiday that occurs during the leave of absence based on the percentage of compensable leave hours paid for that particular pay period. An employee on unpaid status during any full pay period in which a holiday occurs shall not accrue holiday hours for said holiday.
- D. Maximum Accrual: Holiday hours accrue with no maximum accrual cap.
- E. Pay Out of Accrued Hours: Upon promotion out of the APOA or separation from employment, all accrued and unused Holiday hours shall be paid out at the Association member's then current base pay rate.

Section 3. Floating Holidays

- A. Accrual: The first pay period of each fiscal year, Association members shall be credited with thirty-two (32) hours of floating holiday. Association members initially employed after July 1 of any given fiscal year shall receive floating holiday hours on a prorated basis based on the applicable length of full-time employment.
- B. Use of Floating Holiday Hours: With the exception of sick leave, any Association member requesting to use any type of benefit time shall provide the Department with a minimum of fifteen (15) calendar days' notice in advance of such use. When an Association member provides such prior notice, and the Department has approved the time off request, the Department will be responsible for ensuring the staffing vacancy created by the requesting Association member's absence is filled.

If the Association member does not provide the Department with a minimum of fifteen (15) days advance notice, the Association member shall be responsible for ensuring the staffing vacancy created is filled, if required. If no replacement is obtained by the requesting employee, the request for leave will be denied.

- C. Maximum Accrual: Association members may accrue a maximum of thirty-two (32) hours of floating holiday per year. Floating holiday hours must be used within each fiscal year. Unused floating holiday hours shall be forfeited at the end of each fiscal year.
- D. Pay Out Upon Separation: Upon separation of employment, an Association member shall be paid out on a prorated basis at their base rate of pay for all accrued and unused Floating Holiday hours based on the date of separation.

ARTICLE IX. LEAVES OF ABSENCE

Section 1. Vacation

- A. Initial Appointment: Upon appointment to a position with the City, an Association member must complete three (3) months of active service before they can use any accrued vacation hours.
- B. Accrual: Each Association member accrues eight (8) hours of vacation for each month of active service with the City. Active service status requires the Association member receive compensation from the City. An Association member must be on active status for a minimum of ten (10) working days in any thirty (30) day period to receive vacation credit for that month.
- C. Annual Accrual and Maximum Accrual: The annual vacation accrual and maximum vacation accrual are indicated below:

<i>Years of Service</i>	<i>Calculation of Annual Accrual</i>	<i>Calculation of Maximum Accrual</i>
0 – 4.99	96 hours	96 + 96 + 40 = 232 hours
5.0 – 5.99	96 + 8 = 104 hours	96 + 104 + 40 = 240 hours
6.0 – 6.99	96 + 16 = 112 hours	104 + 112 + 40 = 256 hours
7.0 – 7.99	96 + 24 = 120 hours	112 + 120 + 40 = 272 hours
8.0 – 8.99	96 + 32 = 128 hours	120 + 128 + 40 = 288 hours
9.0 – 9.99	96 + 40 = 136 hours	128 + 136 + 40 = 304 hours
10.0 – 10.99	96 + 48 = 144 hours	136 + 144 + 40 = 320 hours
11.0 – 11.99	96 + 56 = 152 hours	144 + 152 + 40 = 336 hours
12.0 – 12.99	96 + 64 = 160 hours	152 + 160 + 40 = 352 hours
13.0 – 13.99	96 + 72 = 168 hours	160 + 168 + 40 = 368 hours
14.0 + years	96 + 72 = 168 hours	168 + 168 + 40 = 376 hours

Once an employee reaches the maximum vacation accrual, they will no longer accrue vacation hours until their vacation accrual is below the maximum accrual level.

- D. Vacation Credit: A POA member who has been employed with the City continuously for a period of not less than five (5) years and for each year of service in excess of five (5) years shall be entitled to vacation credit, in accordance with the schedule shown in Section 1C of this Article. Such vacation credit shall be credited to the Association member's account on the employee's anniversary date.
- E. Holidays Falling Within Vacation Periods: Any holiday falling within a vacation period shall not be considered as part of the vacation. Time off on a City recognized holiday, shall be charged to holiday hours.
- F. Scheduling Vacation: With the exception of sick leave, any Association member requesting to use any type of benefit time shall provide the Department with a minimum of fifteen (15) calendar days' notice in advance of such use. When an Association member provides such prior notice, and the Department has approved the time off request, the Department will be responsible for ensuring that any staffing vacancy created by the requesting Association member's absence is filled.

If the Association member does not provide the Department with a minimum of fifteen (15) days advance notice, the Association member shall be responsible for ensuring that the staffing vacancy created is filled, if required. If no replacement is obtained by the requesting Association member, the request for leave will be denied.

- G. Use of Vacation Accrual: Vacation leave may be used in fifteen (15) minute increments.
- H. Separation from Employment: Upon separation from employment with the City, an employee shall be paid for all unused accrued vacation hours.
- I. Vacation Cash Out: Each Association member shall be allowed a one-time cash out of up to forty (40) hours of vacation time to be paid in December 2023. To be eligible to cash out vacation pursuant to this paragraph, in December 2022, employees must make an irrevocable election as to the number of hours that they elect to the cash out. The City shall make a form available to employees to make the irrevocable election. Disbursement of the cash out shall take place on a special payroll run of date December 13, 2023.

Section 2. Sick Leave

- A. Initial Appointment: Upon appointment to a position with the City, an Association member must complete three (3) months of active service before they can use any accrued sick leave hours.
- B. Accrual: Each Association member accrues 3.693 hours of sick leave for each pay period of active service with the City. Active service status requires that the Association member receive compensation from the City for service rendered. An Association member must be on active status for a minimum of five (5) working days in any pay period to receive sick leave credit for that pay period.
- C. Use of Accrued Sick Leave: Association members may use accrued sick leave credit when they must be absent from work due to personal illness. After three days absence due to personal illness, if requested by the Police Chief or designee, an Association member shall submit a doctor's written certification of illness or injury.

Association members may use accrued sick leave in minimum increments of fifteen (15) minutes. For example, an Association member who is away from work for two (2) hours and ten (10) minutes shall be charged 2 hours and 15 minutes of sick leave accrual.

If an Association member has no accrued sick leave, they cannot use other accrued leave for such absence unless approved by the respective department head or for a legally protected leave such as FMLA/CFRA, or ADA reasonable accommodation to deter sick leave abuse. Specific language regarding the terms and conditions of this policy change is included in the City's Personnel Rules and Regulations and/or Administrative Policy.

- E. Notice of Sick Leave: An Association member absent from work due to sick leave shall advise their supervisor or other appropriate person as designated by their department head, of their need to take sick leave as soon as they are aware they will not be able to report to work and no less than one (1) hour before the start of their scheduled shift. If, due to an emergency, an Association member is unable to contact the supervisor, every effort should be made to have a representative for the Association member contact the supervisor.
- F. Holidays Falling Within Sick Leave Periods: Any holiday falling within a sick leave period shall not be considered as part of the sick leave. Any absence due to sick leave on a City recognized holiday, will be charged to holiday hours.
- G. Maximum Accrual: Sick leave may be accumulated in an unlimited amount.
- H. Notice of Available Sick Leave: An Association member's pay stub will display the amount of sick

leave used and available each pay period.

- I. Maximum Accrual: Sick leave accrual is unlimited. No maximum accrual cap exists.

Section 3. Annual Sick Leave Payout

In the last payroll period of the calendar year an Association member who has, on such date, accumulated an amount greater than eight hundred (800) hours of sick leave credit may elect, at their option, to take monetary compensation in lieu of sick leave credit in an amount not to exceed a maximum of ninety-six (96) hours, minus sick leave used in the calendar year. An Association member may not cash out sick leave credit in an amount that will reduce their sick leave credit balance to less than eight hundred (800) hours.

- A. For purposes of computing monetary compensation hereunder, all sick leave used in any calendar year shall be charged against sick leave credit accrued for that calendar year.
- B. There shall be deducted from the Association member's accumulated sick leave credit the number of days of sick leave for which compensation is paid.
- C. The City shall provide a separate check in addition to the regular pay check for each employee who elects to sell back accumulated sick leave.

Section 4. Personal Leave

- A. Accrual: Affected Association members with no sick leave usage in any calendar year shall be credited with one (1) personal leave day for that year. Said credit shall be made on the second pay period in February of the following calendar year. Personal leave days may be accrued to a maximum of forty (40) hours. Their leave scheduling shall be subject to the approval of the Police Chief. No monetary compensation shall be paid for unused Personal Leave days at termination or retirement.
- B. Pay Out Upon Separation: Upon separation of employment, an Association member shall be paid out on a prorated basis for all accrued and unused Personal Leave hours based on the date of separation.

Section 5. Compensatory Time Off (CTO)

- A. Compensation for Overtime: At the discretion of the Association member, the Association member may elect to receive compensatory time off at the rate of one and one-half times the length of the overtime period worked rather than overtime pay. However, if the overtime detail is grant funded, only monetary compensation can be provided.
- B. Accrual and Use of CTO: Computation of overtime shall be in increments of one-half (1/2 hour rounded to the nearest half-hour. The Police Chief shall afford each Association member the prompt use of their accrued CTO unless it will be unduly disruptive. Association members shall be permitted to use CTO as requested unless doing so will unduly disrupt the operations of the Department.
- C. CTO Maximum Accrual: Compensatory time off may be accrued to a maximum of two hundred forty (240) hours. Association members who have reached the maximum accrual of CTO shall be paid overtime compensation for any additional overtime hours worked.
- D. Pay Out of Accrued Hours: Upon promotion out of the APOA or separation from employment, all accrued and unused CTO hours shall be paid out at the Association member's then current base

pay rate.

Section 6. Bereavement Leave

Association members may use up to twenty-four (24) hours of Bereavement Leave related to the death of specified family members. The City's Administrative Policy describes the specific language and process related to Bereavement Leave.

Section 7. Extension of Probationary Period

If an Association member is off work (whether paid or unpaid) or working in an assignment that is outside the normal assigned working duties for their classification for a period of more than two consecutive weeks, the probationary period shall be extended by the length of such leave or reassigned time. However, the language above regarding extension of the probationary period is implemented as of June 27, 2019.

ARTICLE X. HEALTH AND ANCILLARY BENEFITS

Section 1. Medical Insurance

A. Public Employees' Medical and Hospital Care Act. The City provides health benefits through CalPERS pursuant to the Public Employees' Medical and Hospital Care Act (PEMHCA). The City may amend or rescind its participation in the PEMHCA program at any time in the future.

B. Flex Plan Contribution. The City provides a flex plan contribution, including the PEMHCA minimum, for Association members to be used toward the payment of insurance premiums for medical, dental, vision, and standard supplemental life insurance plans that are offered by the City as follows:

Employee Only	\$ 826.06 per month
Employee plus 1 dependent	\$1,023.61 per month
Employee plus 2 or more dependents	\$1,238.14 per month

C. PEMHCA Contribution Amount. Each calendar year, CalPERS establishes the PEMHCA minimum employer contribution rate for Association members enrolled in the City's PEMHCA medical plans as set forth in Government Code Section 22892(b). The flex plan contributions listed in Article XIII 2 above include the calendar year 2019 PEMHCA employer minimum contribution. Each subsequent calendar year, the City's flex plan contribution will change to include any increase in the PEMHCA employer minimum contribution rate.

D. Unused Contributions. Association members hired before July 1, 2017, shall be paid out any unused portion of their flex plan contribution as taxable income. Association members hired after July 1, 2017, will not be paid for any unused portion of the City flex plan contribution.

E. Excess Premiums. Association members shall be required to pay the cost of flex plan premiums for their selected plans which exceed the amount of the City's monthly contribution

F. Opt Out. Association members hired before July 1, 2017, electing to opt out of medical coverage offered by the City because they have provided proof of eligible alternate coverage will receive a monthly opt allowance equal to 1/2 of the monthly City contribution as indicated in D above, including the PEMHCA minimum, based on the coverage level tier for the opt out medical plan selected by the Association member. Association members hired on or after July 1, 2017, electing to opt out of medical coverage offered by the City, will not receive an opt out allowance in any amount, including the PEMHCA minimum.

Section 2. Dental Insurance

The City provides dental insurance for all Association members. The City contribution for the monthly premium cost is included as part of the Flex Plan Contribution listed in Article X, Section 1B above.

In the event that an Association member has spent all of their flexible benefit amount on other insurances, the charge for dental insurance, as well as for other insurances, is made directly to the employee. Enrollment in the City dental insurance plan is not mandatory.

Section 3. Vision Insurance

The City provides vision insurance for all Association members. The City contribution for monthly premium cost is included as part of the Flex Plan Contribution listed in Article X, Section 1B above.

In the event that an Association member has spent all of their flexible benefit amount on other insurances, the charge for vision, as well as for other insurances, shall be made directly to the employee. Enrollment in the City vision insurance plan is not mandatory.

Section 4. Life Insurance

The City provides a City-paid ten-thousand-dollar (\$10,000) life insurance policy for all Association members. The Association member may purchase additional life insurance as part of the Flex Plan Contribution listed in Article X, Section 1B above. In the event that an Association member has spent all of their flexible benefit amount on other insurances, the charge for life insurance, as well as for other insurances, are made directly to the employee.

Section 5. Long Term Disability Insurance

Association Members participate in Long-Term Disability Insurance through PORAC. The City does not contribute to this plan.

Section 6. Employee Assistance Program

The City provides an Employee Assistance Program at no cost to Association members.

Section 7. Deferred Compensation

The City provides a deferred compensation program including provisions for employee contributions. No City contributions are made on behalf of the employees.

Section 8. Death Benefit

In the event that an Association member covered by this agreement is killed, not by a disease but by an injury occurring in the line of duty, that is, which injury is job connected, then the City shall pay a death benefit in the amount of forty-five thousand (\$45,000.00). No benefit will be payable to an Association member who, at the time of death, was engaged in willful and wanton misconduct, as defined by the City.

The payment shall be made to the beneficiary designated under the Public Employees' Retirement System. If there is no such beneficiary, the payment will be made to the estate of the deceased. This benefit shall not be reduced by other benefits received in this event.

In the event that an Association member covered by this Agreement is killed under the conditions specified above, and the City awards the death benefit as specified above, then the City shall also pay the sum of five thousand dollars (\$5,000.00) towards funeral and related expenses. This benefit shall be made to the beneficiary who receives the death benefit as specified above, or to the estate of the deceased if there is no such beneficiary. In the event that no death benefit is paid, neither shall this benefit be paid. This benefit shall not be reduced by other benefits received in this event.

In the event of a dispute regarding the dispensation of these benefits between City and Association upon an actual death of this nature, the City agrees to meet and confer with the Association. However, the City retains the right to make a final decision regarding these benefits.

ARTICLE XI. PENSION BENEFITS

Section 1. CalPERS and Member Contributions

A. Classic Members

1. Application. This section shall apply to all Association members who are or become members of CalPERS and who are not "new members" as defined by Government Code Section 7522.04 and related CalPERS membership requirements.
2. 3% at 50 Pension Plan. The CalPERS 3% at 50 pension formula shall be available to all Association members covered by this section.
3. Required Member Contribution. Effective July 1, 2016, Association members shall pay, through payroll deduction, the entire nine percent (9%) member contribution amount established by CalPERS for the 3% at 50 retirement benefit formula. Member contributions shall be made on a pre-tax basis to the extent permitted by the Internal Revenue Code, 26 USC Section 414(h)(2).

B. New Members

1. Application. In accordance with the definition of "new member" set forth by Government Code Section 7522.04(f) and related CalPERS membership requirements, this section shall apply to any of the following:
2. An Association member who becomes a member of CalPERS for the first time on or after January 1, 2013 and who was not a member of any other public retirement system prior to that date.
3. An Association member who becomes a member of CalPERS for the first time on or after January 1, 2013, and who was a member of another public retirement system prior to that date, but who was not subject to reciprocity under Government Code Section 7522.02(c) and related CalPERS reciprocity requirements.
4. An Association member, who was an active member in CalPERS with another employer and who, after a break in service of more than six months, returns to active membership in CalPERS with the City.
5. The 2.7% at 57 pension formula shall be available to all Association members covered by this section.
6. Required Member Contribution. Association members covered by this section will contribute the employee contribution rate of fifty percent (50%) of normal costs as required by CalPERS for the 2.7% at 57 pension formula.

Section 2. CalPERS Contract Benefits

The City has contracted with CalPERS to provide the following benefits for Association members as described in the applicable Government Code Sections:

One Year Final Compensation for Pre-PEPRA members – Section 20042

Three Year Final Compensation for PEPRA members – Section 20037

Unused Sick Leave Credit – Section 20965
Pre-Retirement Option 2W Death Benefit – Section 2154
Post-Retirement Survivor Allowance – Section 21624/26/28
Post-Retirement Survivor Allowance to Continue After Remarriage – Section 2163
Pre-Retirement Death Benefits to Continue After Remarriage of Survivor – Section 21551
Military Service Credit as Public Service – Section 21024
1959 Survivor Benefit Level 3 – Section 21573
\$500 Retired Death Benefit – Section 21620

ARTICLE XII. SICK LEAVE PAYOUT UPON SEPARATION FROM EMPLOYMENT

Upon separation of employment from the City of Alhambra (City), the City shall grant twenty-four (24) hours of additional paid sick leave for those Association members who have reached the 800 hours maximum sick leave accrual. Upon separation from employment with the City, an employee shall not be paid for any unused accrued sick leave hours except as provided for in this Article.

ARTICLE XIII. RETIREE BENEFITS

Section 1. Sick Leave Payout

- A. Association members hired prior to July 1, 1994 shall be entitled to full sick leave payout if industrially retired.
- B. Association members hired after July 1, 1994 shall only be entitled to sick leave payout for service and industrial disability retirements as follows:
- C. Any Association member who has been in the employ of the City for 15 years of continuous permanent service or more shall upon service or disability retirement, be entitled to monetary compensation for a portion of their accumulated unused sick leave credit, computed as follows:
 1. One percent of the Association member's accumulated unused sick leave credit (up to a maximum of 100 days) shall be multiplied by the number of their completed years of service to a maximum of 25 years), and the resulting amount shall be multiplied by their then current daily compensation rate. Such compensation shall in no event exceed 200 hours of pay.
 2. Accumulated sick leave credit shall be lost permanently when the employment of any Association member is terminated for any reason other than service or disability retirement.
 3. Such monetary compensation for sick leave shall be payable only once to any Association member even if they should later be reemployed by the City.
 4. For purposes of computation, only complete unused days of sick leave (valued at eight (8) hours each) shall be considered, but monetary compensation payable therefore shall include payment for fractions of days. For example, if an Association member has 5 ½ days of unused sick leave in a calendar year, only five (5) days shall be considered and the employee shall be entitled to monetary compensation for 2 ½ days.

Section 2. Retiree Medical Insurance

Effective, August 20, 2001, the City shall contribute a set monthly amount towards medical insurance premiums for all Association members who meet the following criteria:

- A. Association members hired prior to August 20, 2001, shall be eligible for the benefit, provided they have the requisite full-time years of service with the City of Alhambra. The requisite years of service can be achieved by combining all previous years of service, in other public agencies, such as State, County or municipal government. Association members hired after August 20, 2001, shall be eligible for this benefit, provided they have the requisite continuous years of service with the City of Alhambra. Requisite years of service shall only include actual years of full-time service. Service credit purchased with CalPERS shall not count as part of the requisite years of service.
1. This benefit shall include those Association members who retire from City of Alhambra with either a service or disability retirement.
 2. The Medical Insurance Upon Retirement benefit shall be granted as follows:
 - a. Effective July 1, 2009, the City shall contribute \$350 per month to Association members with twenty (20) years of service, upon retirement toward their retiree medical insurance premium. Once the retired Association member qualifies for Medicare (currently age 65), whether or not the retiree qualifies for Medicare benefits, the City shall reduce its contribution to \$255.00 per month towards their medical insurance premium.
 - b. Effective July 1, 2009, the City shall contribute \$400 per month to Association members with twenty-five (25) years of service, upon retirement toward their retiree medical insurance premium. Once the retired Association member qualifies for Medicare (currently age 65), whether or not the retiree qualifies for Medicare benefits, the City shall reduce its contribution to \$355.00 per month towards their medical insurance premium.
 - c. In addition to the above City contributions, if the retired Association member participates in the City-provided PEMHCA Medical Program, the City will contribute the PEMHCA employer minimum contribution, in accordance with Government Code Section 22892(b), directly to CalPERS towards the retired Association member's monthly PEMHCA premium.
 - d. This benefit will cease upon the death of the employee.
 - e. The City will pay no more than the PEMHCA minimum contribution for any Association member retiring on or after July 1, 2017.

Section 3. Retiree Medical Trust

Alhambra Medical Expense Reimbursement Trust Provisions

Effective July 1, 2005, the Association agrees to fund a Retiree Medical Trust (the "Trust") for retiree health care expenses. The City agrees to pay to the investment manager for the Trust \$35,260 per month. The Association uses all of these funds to finance the Trust for all classification employees covered by this unit and for all employees who promote to a classification outside of the POA bargaining unit after July 1, 2005 (hereafter "Promotees"). These monthly employer contributions shall be allocated to Promotees for Active Service in the Trust retroactive no earlier than April 1, 2013 (when the Promotee payroll contributions to the Trust ceased), according to rules set by the Trustees of the Trust.

The City, Association and its individual members agree that the City shall not be liable for any debts or obligation of any sort arising from the Trust. The City, however, must receive evidence from the Association that the City's funds are going to the Trust. This evidence is necessary to ensure the City will not be liable for any tax obligations resulting from its contributions to the Trust.

The Association, its representatives, successors, and assigns, shall indemnify the City, its past and present employees, agents, officers, representatives, insurers, attorneys, predecessors, successors, and assigns, and all persons acting by, through, under, or in concert with any of them, and each of them, from any and all claims, charges, complaints, liabilities, obligations, promises, benefits, agreements, controversies, costs, losses, debts, expenses, damages, actions, causes of action, suits, rights, and demands of any nature arising from the Trust, known or unknown, suspected or unsuspected, which occurs now or may occur in the future, which relate to or arise out of any act, omission, occurrence, condition, event, transaction, or thing which was done, omitted to be done, occurred, or was in effect at any time from the beginning of the Trust up to the end of time, including but not limited to 1) tax liabilities; 2) beneficiary claims; 3) third party claims; 4) and causes of action related to such claims, including but not limited to attorneys' fees and medical expenses.

Section 4. Flat Badge Upon Honorable Retirement

Except as otherwise provided under Penal Code section 26305, Upon retirement and issuance of a carry concealed weapons (CCW) endorsed identification card, Association members shall be given a flat badge at the City's expense.

ARTICLE XIV - WELLNESS

Section 1. Physical Examinations

The City will provide that Association members be given comprehensive physical examinations in accordance with the following schedule:

GROUP	AGE	FREQUENCY
1	21 – 30	Triennial
2	31 – 40	Biannual
3	41 and over	Biannual

Association members in Group 3 will receive a stress-EKG. in addition to the comprehensive physical examination. Officers in Group 3 may voluntarily take annual physicals, but in all cases, such shall be required annually if recommended by the physician. Officers found to be below acceptable minimum standards of the City will be required to demonstrate a continuing effort to achieve such standards as a condition of employment and will be evaluated accordingly in conjunction with periodic performance evaluations.

Section 2. Physical Fitness Program

The City will provide \$5,000.00 for athletic expenses to the Association upon request. These funds will continue to be used for athletic purposes as determined by the Association. The Chief of Police may continue to provide input on such expenses. The Association will make the final decision on what athletic expenses to utilize these funds for.

ARTICLE XV. MISCELLANEOUS

Section 1. Tuition Reimbursement

Effective September 10, 2001, tuition reimbursement shall be capped at \$1,000.00 per year for all sworn employees. The City's Administrative Policy describes the eligibility and reimbursement process for tuition reimbursement.

Section 2. Vehicle Take Home Privilege

- A. An Association member who is assigned to the motor squad may be allowed by Police Management to take home their assigned City motorcycle, provided the Association member

resides within a fifty (50) mile radius of the Alhambra City limits.

- B. An Association member who is assigned to the special assignment of Detective may be allowed by Police Management to take home their assigned City vehicle, provided the Association member resides within a fifty (50) mile radius of the Alhambra City limits.
- C. This privilege may be revoked by Police Management if any condition is not complied with or as a result of disciplinary action, for administrative purposes, or based on the needs of the Department.

Section 3. Extra Duty Assignment

Association members assigned to an extra duty assignment such as a Movie Detail shall be paid at an hourly rate in accordance with the currently budgeted City Fee Schedule for a minimum of four (4) hours per assignment. The current rate for Fiscal Year 2020/2021 is \$100.00 per hour.

Section 4. Staffing Levels

Police Corporals: The number of approved positions in the Police Corporal classifications shall be twenty (20). The Police Corporal classifications and other sworn police positions are to be filled through the City's standard recruitment and selection process or existing eligibility list.

Temporary Increase: Effective Fiscal Year 2020-2021, the City will temporarily overstaff the classification of Police Officer by a maximum of five (5) positions through the end of Fiscal Year 2022-2023. The temporary overstaffing of positions is due to expected retirements and lateral transfers at various ranks within the Police Department over the next two (2) years. This overstaffing will ensure the Department's staffing remains stable during the transition period.

The parties agree that this overstaffing level and the timeframe for such is solely at the discretion of the City Manager and is not subject to appeal or grievance.

Section 5. Grandfather Language: Two Tier Issues

No benefit modified by this MOU that results in a "two-tiered" system (i.e., education bonus; disability retirement or sick leave payout) shall be subject to future reductions or changes that negatively impacts sworn personnel hired prior to July 1, 1994 and grandfathered under this Agreement without the express, written authorization of fifty percent of the personnel affected who were hired prior to July 1, 1994 and on active duty. The City agrees to budget available funds to fund the provisions of this section in each future year that this section of the MOU is in effect.

Notwithstanding the above language, any Police Officer hired subsequent to July 1, 1994, but prior to August 24, 1994, shall be deemed to have been hired prior to July 1, 1994 and shall qualify for all benefits provided to employees hired prior to July 1, 1994.

ARTICLE XVI. COMPLETION OF NEGOTIATIONS AND SEVERABILITY

Section 1. Complete Understanding

The terms and conditions set forth in this MOU represent the full and complete understanding between the parties. This MOU terminates and supersedes those past practices, procedures, understandings, traditions, agreements, or rules and regulations inconsistent with any matters covered in this MOU.

Any and all prior to existing Memorandums of Understanding, Letters of Agreement, Addendums, Side Letters, and other such documents between the parties are hereby superseded and terminated in their entirety, whether or not the specific subject matter of any such document is addressed herein.

Section 2. Maintenance of Existing Benefits

Except as provided herein, all wages, hours and other terms and conditions of employment presently enjoyed by the affected employees shall remain in full force and effect.

Section 3. Waiver and Modification

Except as provided herein, all wages, hours and other terms and conditions of employment presently enjoyed by the affected employees shall remain in full force and effect during the entire term of this MOU unless changed subsequent to the completion of the required meet and confer process. Certain matters would also require not only completion of the meet and confer process, but would also require mutual consent by both to effect change during the period of this agreement. This provision is not to be interpreted as relieving either the City or Association of its obligation to meet and confer on appropriate matters in accordance with the provisions of the Government Code.

Section 4. Reopeners

- A. The parties agree to a limited reopener during the term of this MOU if final guidance issued by the U.S. Department of Treasury indicates that providing premium pay benefits to employees in this unit is not an eligible use of ARPA funds.
- B. Separate and apart from the above negotiations terms, the parties agree to meet and confer to update the Employer-Employee Relations Resolution, Municipal Code, Administrative Policies, Personnel Rules & Regulations and Classification Plan.
- C. The parties agree to reopen negotiations during the term of this MOU regarding the limited issues of any effects on the terms of conditions of employment related to both the results of the audit of 7K/28-day Work Schedule and the transition of the timekeeping software.
- D. No changes, other than those already agreed to above, will be implemented without the parties' mutual agreement.

Section 5. "Me Too"

The City agrees that, if any other bargaining unit whose contract expires on June 30, 2021 is given a combined greater general salary increase or any other economic enhancement (including benefits) to their overall compensation per employee, then the City will extend the equivalent economic benefit to POA represented employees on the same terms and on the same effective date. The Parties agree that this "Me-Too Clause" will sunset when the groups whose contracts expire on June 30, 2021 have their new contracts approved by the City Council and will not be included in the subsequent successor MOUs.

Section 6. Severability

It is understood that this MOU is subject to all applicable present and future Federal and State laws and regulations and the provisions hereof shall be effective and implemented only to the extent permitted by such laws and regulations. If any part of this MOU is in conflict with such applicable provisions of Federal or State laws or regulations or otherwise held to be invalid or unenforceable by any tribunal or competent jurisdiction, such a part or provision shall be suspended and superseded by such applicable laws and regulations and the remainder of this MOU shall not be affected thereby and shall remain in full force and effect.

THE CITY OF ALHAMBRA

ALHAMBRA POLICE OFFICERS'
ASSOCIATION

DATED: June 30, 2021

June 30, 2021

BY: 
Mariam Lee Ko, Director of Human Resources
& Risk Management


Rodney Castillo, President

APPENDIX A

CITY OF ALHAMBRA
ALHAMBRA POLICE OFFICERS' ASSOCIATION (APOA)
COMPENSATION PLAN & SALARY SCHEDULE

FISCAL YEAR 2021-2022 (2% COLA)

POSITION TITLE	RATE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
Police Corporal	Monthly	\$ 7,352.24	\$ 7,719.85	\$ 8,105.85	\$ 8,511.14	\$ 8,936.70	\$ 9,383.53
	Bi-weekly	\$ 3,393.34	\$ 3,563.01	\$ 3,741.16	\$ 3,928.22	\$ 4,124.63	\$ 4,330.86
	Hourly	\$ 42.42	\$ 44.54	\$ 46.77	\$ 49.10	\$ 51.56	\$ 54.14
Police Officer	Monthly	\$ 6,843.25	\$ 7,185.41	\$ 7,544.68	\$ 7,921.92	\$ 8,318.01	\$ 8,733.91
	Bi-weekly	\$ 3,158.42	\$ 3,316.34	\$ 3,482.16	\$ 3,656.27	\$ 3,839.08	\$ 4,031.04
	Hourly	\$ 39.48	\$ 41.46	\$ 43.53	\$ 45.70	\$ 47.99	\$ 50.39
Police Sergeant	Monthly	\$ 8,438.60	\$ 8,860.53	\$ 9,303.55	\$ 9,768.73	\$ 10,257.17	\$ 10,770.03
	Bi-weekly	\$ 3,894.74	\$ 4,089.47	\$ 4,293.95	\$ 4,508.65	\$ 4,734.08	\$ 4,970.78
	Hourly	\$ 48.69	\$ 51.12	\$ 53.68	\$ 56.36	\$ 59.18	\$ 62.14

FISCAL YEAR 2022-2023 (2% COLA)

POSITION TITLE	RATE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
Police Corporal	Monthly	\$ 7,499.29	\$ 7,874.25	\$ 8,267.96	\$ 8,681.36	\$ 9,115.43	\$ 9,571.20
	Bi-weekly	\$ 3,461.21	\$ 3,634.27	\$ 3,815.98	\$ 4,006.78	\$ 4,207.12	\$ 4,417.48
	Hourly	\$ 43.27	\$ 45.43	\$ 47.70	\$ 50.09	\$ 52.59	\$ 55.22
Police Officer	Monthly	\$ 6,980.11	\$ 7,329.12	\$ 7,695.57	\$ 8,080.35	\$ 8,484.37	\$ 8,908.59
	Bi-weekly	\$ 3,221.59	\$ 3,382.67	\$ 3,551.80	\$ 3,729.39	\$ 3,915.86	\$ 4,111.66
	Hourly	\$ 40.27	\$ 42.28	\$ 44.40	\$ 46.62	\$ 48.95	\$ 51.40
Police Sergeant	Monthly	\$ 8,607.37	\$ 9,037.74	\$ 9,489.63	\$ 9,964.11	\$ 10,462.31	\$ 10,985.43
	Bi-weekly	\$ 3,972.63	\$ 4,171.27	\$ 4,379.83	\$ 4,598.82	\$ 4,828.76	\$ 5,070.20
	Hourly	\$ 49.66	\$ 52.14	\$ 54.75	\$ 57.49	\$ 60.36	\$ 63.38

FISCAL YEAR 2023-2024 (2% COLA)

POSITION TITLE	RATE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
Police Corporal	Monthly	\$ 7,649.27	\$ 8,031.73	\$ 8,433.32	\$ 8,854.99	\$ 9,297.74	\$ 9,762.62
	Bi-weekly	\$ 3,530.43	\$ 3,706.95	\$ 3,892.30	\$ 4,086.92	\$ 4,291.26	\$ 4,505.83
	Hourly	\$ 44.13	\$ 46.34	\$ 48.65	\$ 51.09	\$ 53.64	\$ 56.32
Police Officer	Monthly	\$ 7,119.72	\$ 7,475.70	\$ 7,849.49	\$ 8,241.96	\$ 8,654.06	\$ 9,086.76
	Bi-weekly	\$ 3,286.02	\$ 3,450.32	\$ 3,622.84	\$ 3,803.98	\$ 3,994.18	\$ 4,193.89
	Hourly	\$ 41.08	\$ 43.13	\$ 45.29	\$ 47.55	\$ 49.93	\$ 52.42
Police Sergeant	Monthly	\$ 8,779.52	\$ 9,218.50	\$ 9,679.42	\$ 10,163.39	\$ 10,671.56	\$ 11,205.14
	Bi-weekly	\$ 4,052.09	\$ 4,254.69	\$ 4,467.42	\$ 4,690.80	\$ 4,925.34	\$ 5,171.60
	Hourly	\$ 50.65	\$ 53.18	\$ 55.84	\$ 58.64	\$ 61.57	\$ 64.65

APPENDIX "B"
APOA Uniform Items and Cleaning
Cost Information Valid as of July 1, 2021

JOB CLASSIFICATION	UNIFORM ITEM	DESCRIPTION Health Safety/Nomex	PURCHASE ALLOWANCE	CLEANING ALLOWANCE
Police Officer	Pant	Non-Safety Related	\$85.00	\$2.50
Police Corporal	Class A Shirt	Non-Safety Related	\$72.50	\$2.50
Police Sergeant	Class B Shirt	Non-Safety Related	\$59.50	\$2.50
	Shoes/Boots	Non-Safety Related	\$160.00	N/A
	Tie w/Tie Bar	Non-Safety Related	\$11.00	N/A
	Uniform Jacket	Non-Safety Related	\$250.00	N/A
	Utility Belt	Safety Related Non PERSable	\$55.00	N/A
Motorcycle Officer	Motor Boots	Safety Related Non PERSable	\$350.00	N/A