

SIDE LETTER OF AGREEMENT

BETWEEN

THE CITY OF LAGUNA BEACH

AND

THE LAGUNA BEACH POLICE AND FIRE MANAGEMENT ASSOCIATION – POLICE UNIT

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

WHEREAS, the parties are currently parties to a Memorandum of Understanding (MOU) with a term of July 1, 2021 through June 30, 2024; and

WHEREAS, the City had agreed to a pilot program for holiday closure for during calendar 2022 and is now agreeing to holiday closure for 2023 and 2024; and

WHEREAS, the following sets forth the parties’ Agreement:

1. In 2023, the City administrative offices will be closed between Monday, December 25, 2023 and Monday January 1, 2024.

In 2024, the City administrative offices will be closed between Wednesday, December 25, 2024 and Wednesday January 1, 2025.

2. Since employees in the classification of Police Lieutenant represented by the LBPFMA will be working their regularly scheduled hours between Monday December 25 and Friday December 29, 2023 (subject to leave usage like any other time of the year), the City agrees to provide twenty-seven (27) hours of leave for all employees in the classification of Police Lieutenant. This leave will be provided after January 8, 2024 and can be used as leave up to December 22, 2024. This leave has no cash value and cannot be cashed out.

Since employees in the classification of Police Lieutenant represented by the LBPFMA will be working their regularly scheduled hours between Wednesday, December 25 and Friday December 27, 2024 as well as Monday and Tuesday, December 30 and 31, 2024 (subject to leave usage like any other time of the year), the City agrees to provide twenty-seven (27) hours of leave for all employees in the classification of Police Lieutenant. This leave will be provided after January 6, 2025 and can be used as leave up to December 21, 2025. This leave has no cash value and cannot be cashed out.

3. For employees in the classifications of Police Captain and Civilian Services Administrator the following applies:
 - a. December 25, 2023 and January 1, 2024 are already holidays per Article 22.3 of the parties’ MOU.

December 25, 2024 and January 1, 2025 are already holidays per Article 22.3 of the parties' MOU.

- b. December 29, 2023 is currently the off Friday for these employees who work a 9/80 work schedule with alternating Fridays off.

December 27, 2024 is currently the off Friday for these employees who work a 9/80 work schedule with alternating Fridays off.


- c. Unless informed otherwise by the Chief of Police, these employees who are scheduled to work between Tuesday and Thursday December 26, 2023 and December 28, 2023, shall be given these days off from work with pay regardless of the number of regularly scheduled hours they are scheduled to work.

Unless informed otherwise by the Chief of Police, these employees who are scheduled to work on Thursday, December 26, 2024 and Monday and Tuesday December 30 and 31, 2024, shall be given these days off from work with pay regardless of the number of regularly scheduled hours they are scheduled to work.


- d. Such employees who are required to work on any or all of the days between December 26, 2023 and December 28, 2023, shall receive up to nine hours of leave per day, at the discretion of the Chief of Police. Such leave will be granted after January 8, 2024 and can be used up to December 22, 2024. This leave has no cash value and cannot be cashed out.

Such employees who are required to work on December 26, 2024 and December 30 and 31, 2024, shall receive up to nine hours of leave per day, at the discretion of the Chief of Police. Such leave will be granted after January 8, 2025 and can be used up to December 21, 2025. This leave has no cash value and cannot be cashed out.


FOR THE CITY OF LAGUNA BEACH


Sean Joyce (Jan 3, 2024 18:19 PST)
Sean Joyce,
Interim City Manager

Jan 3, 2024
Date


Gavin Curran (Jan 3, 2024 15:19 PST)
Gavin Curran,
Assistant City Manager

Jan 3, 2024
Date


Aggie Nesh, Director of Human Resources and Risk Management

Jan 3, 2024
Date

Peter J. Brown
[Peter J. Brown \(Jan 3, 2024 13:33 PST\)](#)
Peter Brown, Labor Negotiator

Jan 3, 2024
Date


FOR THE LAGUNA BEACH POLICE AND FIRE MANAGEMENT ASSOCIATION

Cornelius Ashton
[Cornelius Ashton \(Jan 3, 2024 10:29 PST\)](#)
Cornelius Ashton
PFMA President

Jan 3, 2024
Date

Andrew Hill
Andrew Hill
PFMA Vice President

Nov 6, 2023
Date


[Mike McGill \(Oct 31, 2023 15:55 PDT\)](#)
Mike McGill, Labor Negotiator

Oct 31, 2023
Date











Side Letter of Agreement re Holiday Closure with LBPFMA - Police Unit - 2023-2024

















Final Audit Report

2024-01-04

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-  Signer pbrown@lcwlegal.com entered name at signing as Peter J. Brown
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-  Document e-signed by Peter J. Brown (pbrown@lcwlegal.com)
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