



**MEMORANDUM OF UNDERSTANDING
BETWEEN
CITY OF FONTANA
AND
FONTANA POLICE BENEFIT ASSOCIATION**

**COVERING THE PERIOD OF
JULY 1, 2024 THROUGH JUNE 30, 2027**

TABLE OF CONTENTS

ARTICLE 1: RECOGNITION.....	1
ARTICLE 2: ZIPPER CLAUSE.....	1
ARTICLE 3: CITY PERSONNEL RULES	1
ARTICLE 4: NO DISCRIMINATION	2
ARTICLE 5: DUES DEDUCTION	2
Section 1 - Dues Deduction Authorization	2
Section 2 - Non Pay Status.....	2
Section 3 - Transmittal of Dues.....	2
Section 4 - Hold Harmless	2
ARTICLE 6: WAGES.....	3
ARTICLE 7: WORKING HOURS AND WORK SCHEDULES	3
ARTICLE 8: MERIT INCREASES	3
ARTICLE 9: PERSONAL LEAVE	4
Section 1 - Personal Leave Accrual	4
Section 2 - Leave Accrual Limits.....	4
Section 3 – Pre-Election of Leave Cash Out.....	4
Section 4 - Negative Leave Usage.....	6
ARTICLE 10: UNIFORMS AND EQUIPMENT	6
Section 1 - Uniform Allowance	6
Section 2 - Safety Equipment	7
ARTICLE 11: LONGEVITY PAY	7
Section 1.....	7
Section 2.....	8
Section 3.....	8
ARTICLE 12: OVERTIME	8
Section 1.....	8
Section 2. Compensatory Time.....	8
ARTICLE 13: COURT STAND BY AND COURT APPEARANCE COMPENSATION	9
Section 1 - Court Stand By	9
Section 2 - Court Appearance.....	9
ARTICLE 14: SHIFT DIFFERENTIAL PAY	9
ARTICLE 15: BILINGUAL PAY	9

ARTICLE 16: HEALTH INSURANCE	9
Section 1 - Cafeteria Plan	9
Section 2 - Medical Insurance Benefits While on Leave	10
ARTICLE 17: HOLIDAYS	10
Section 1 - Holidays Observed.....	10
Section 2 - Rules Applicable to Both Groups	11
Section 3 - Rules Applicable to Group A Classifications	12
Section 4 - Rules Applicable to Group B Classifications	12
ARTICLE 18: RETIREMENT BENEFITS	13
Section 1 - Participation	13
Section 2 - 1959 Survivor's Benefit	14
Section 3 - PERS Military Buy-Back	14
Section 4 - Health Insurance for Retired Employees	14
Section 5 - Retirement Health Savings Program Joint Labor/Management Committee	14
ARTICLE 19: JURY DUTY	14
ARTICLE 20: CALL BACK PAY	15
ARTICLE 21: DEDUCTION OF PAID LEAVE IN LIEU OF SUSPENSION	15
ARTICLE 22: REGULAR PART-TIME EMPLOYEES.....	15
ARTICLE 23: COMPENSATION FOR ACTING APPOINTMENTS.....	16
ARTICLE 24: HEALTH AND SAFETY COMMITTEE	16
ARTICLE 25: LAYOFFS.....	16
ARTICLE 26: ACCESS TO WORK LOCATIONS.....	16
ARTICLE 27: CALL OUT/STANDBY.....	17
ARTICLE 28: TRAINING PAY	18
ARTICLE 29: RECRUITMENT BONUS	18
ARTICLE 30: WELLNESS.....	18
ARTICLE 31: SEVERABILITY.....	18
ARTICLE 32: EMPLOYMENT-RELATED UPDATES.....	19
ARTICLE 33: EDUCATION EXPENSE	19
ARTICLE 34: DIRECT DEPOSIT	19
ARTICLE 35: DEFERRED COMPENSATION	19

**MEMORANDUM OF UNDERSTANDING BETWEEN
CITY OF FONTANA AND
POLICE BENEFIT ASSOCIATION**

This Memorandum of Understanding (MOU) is entered into by the City of Fontana (hereinafter referred to as the "City") and the Fontana Police Benefit Association (hereinafter referred to as the "Association"). The terms and conditions of this MOU shall be applicable to all classifications set forth on the Association's salary table commencing on July 1, 2024 and ending June 30, 2027.

The City and Association acknowledge that the City is working through the implementation of a new Human Resources & Payroll System ("System") during the term of this MOU. The completion and readiness of the System shall be a reopener as to all issues that are impacted. To the extent the System's implementation may impact terms and conditions of employment, the parties will meet, confer, and negotiate prior to implementation (July 2021).

ARTICLE 1: RECOGNITION

For purposes of meeting and conferring on wages, hours and working conditions and general representation of its members, formal recognition is hereby granted to the Fontana Police Benefit Association.

ARTICLE 2: ZIPPER CLAUSE

The City and the Association, for the life of this MOU, each voluntarily and unqualifiedly waives the right, and each agrees that the other shall not be obligated to meet and confer with respect to any subject or matter referred to or covered in this MOU, or with respect to any subject or matter not specifically referred to or covered in this MOU, even though such subject or matter may not have been within the knowledge or contemplation of either or both of the parties at the time they have met and conferred or signed this MOU.

ARTICLE 3: CITY PERSONNEL RULES

It is understood and agreed that there exists within the City, in written or unwritten form, certain personnel rules, policies, practices and benefits, generally contained in the "City of Fontana Personnel Rules and Regulations," and "Employer-Employee Rules and Regulations" as amended by City resolutions and Memorandum of Understanding. Those rules, policies, and benefits, which are subject to the meet and confer process, will continue in effect, except for those provisions modified by this MOU, unless and until modified by mutual agreement of the parties and enacted by the City Council, if necessary, in accordance with state laws, orders, regulations, official instructions or policies.

The City shall distribute copies and updates of the Personnel Rules and Regulations as follows:

PBA Representative - 2 copies

Those representatives in receipt of such copies and updates shall be responsible for their continued maintenance and updates.

ARTICLE 4: NO DISCRIMINATION

Neither the City nor the Association shall unlawfully discriminate, retaliate, or otherwise suffer violation of the California Fair Employment Act, Title VII of the Civil Rights Act, or any other applicable anti-discrimination law in any way against any City employee, Association member, or applicant. Likewise, neither the City nor Association shall discriminate or retaliate against any employee or member for any lawful act relating to their employment or Association membership.

ARTICLE 5: DUES DEDUCTION

Section 1 - Dues Deduction Authorization

Members of the Police Benefit Association may authorize Association dues deduction by submitting a written authorization to the Association, who will then notify the City of such deductions. Said authorization shall remain in effect unless withdrawn in writing, or unless the employee terminates employment or transfers from the Association represented unit.

Section 2 - Non Pay Status

If an employee is in a non-pay status, the employee's earnings must be regularly sufficient after other legal and required deductions are made to cover the amount of the dues deduction authorized. When a member in good standing of the Association is in a non-pay status for an entire pay period, no dues withholding will be made to cover that pay period. In the case of an employee who is in a non-pay status during only a part of the pay period and the salary is not sufficient to cover the full withholding, no deduction shall be made. In this connection, all other legal and required deductions have priority over employee organization dues.

Section 3 - Transmittal of Dues

Dues withheld by the City shall be transmitted to the Officer designated by the Association, in writing, at the address specified.

Section 4 - Hold Harmless

The Association shall indemnify, defend and hold the City of Fontana harmless against any claims made, and against any suit instituted against the City of Fontana on account of check-off or employee organization dues. In addition, the Association shall refund to

the City of Fontana any amounts paid to it in error, upon presentation of supporting evidence.

ARTICLE 6: WAGES

All employees as of March 11, 2025, shall receive a one-time payment of \$2,000.00 (paid no later than April 11, 2025). This one-time payment will not be reported to CalPERS as compensation earnable for the purpose of calculating retirement benefits and contributions.

Effective March 22, 2025 (the beginning of the first full pay period following Council ratification), each employee/classification represented by the Union shall receive a 4.0% base salary increase.

Effective July 12, 2025 (the beginning of the first full pay period following July 1st), each employee/classification represented by the Union shall receive a 3.3% base salary increase.

Effective July 11, 2026 (the beginning of the first full pay period following July 1st), each employee/classification represented by the Union shall receive a 3.3% base salary increase.

ARTICLE 7: WORKING HOURS AND WORK SCHEDULES

PBA bargaining unit members shall have a 4/10 or 12 hour work schedule. The Chief of Police may modify or change shift hours and days off upon fourteen (14) calendar days' notice to the affected employee. Changes in work schedules are intended to be of a permanent nature or for an extended period of time.

Employees scheduled to attend training on a day when they are scheduled to work a 10 hour shift will be required to work a full shift (i.e. employees scheduled to work a 10 hour shift will be required to work the full 10 hours). Reasonable travel time, determined by the Department, will be permitted within the required work period. Travel time shall be based on the distance from the Police Department to the training location or the length of travel to the location from which the employee must be housed on or near the training site. An employee who is scheduled for training of a day or longer may be placed on an alternate work schedule to accommodate the hours of training in order to maintain the employees' required 40 hours per week credit.

Employees on the 4/10 or 3/12 work schedule must have at least 8 hours off between shifts worked, except for emergency situations.

ARTICLE 8: MERIT INCREASES

Merit increases will be 5% increments beginning with A step and ending with E step.

ARTICLE 9: PERSONAL LEAVE

Section 1 - Personal Leave Accrual

The personal leave accrual rate as of July 1, 2017, shall be as follows:

<u>YEARS OF SERVICE</u>	<u>HOURS ASSIGNED</u>	<u>PAY PERIOD ACCUMULATION</u>
Less than 2 Years	200.0 hours	7.69 hours
2 Years but less than 4 Years	211.2 hours	8.12 hours
4 Years but less than 6 Years	222.4 hours	8.55 hours
6 Years but less than 8 Years	233.6 hours	8.98 hours
8 Years but less than 10 Years	244.8 hours	9.42 hours
10 Years but less than 12 Years	256.0 hours	9.85 hours
12 Years but less than 14 Years	267.2 hours	10.28 hours
14 Years but less than 16 Years	278.4 hours	10.71 hours
16 Years but less than 18 Years	289.6 hours	11.14 hours
18 Years but less than 20 Years	306.0 hours	11.77 hours
20 Years +	312.0 hours	12.00 hours

Section 2 - Leave Accrual Limits

Effective March 22, 2025 (the beginning of the pay period following contract ratification), employees agree that the total number of personal leave hours which can be accrued in their leave bank at any given time is a maximum of two and one half (2.5) times the employee's annual personal leave accrual. The application of the maximum accrual limit will be made on a pay period by pay period basis. Once the maximum accrual limit is met, employees will cease to accrue personal leave time until the next pay period in which they have reduced their personal leave below their accrual limit.

The City Manager shall, upon written request, approve payouts of accrued leave time, which are in excess of the two- and one-half year ceiling and/or the 120 hour maximum, when such excess leave is the result of the employee's scheduled leave being denied or canceled because of City needs.

Section 3 – Pre-Election of Leave Cash Out

In accordance with 26 CFR 1.451-2 effective December 1, 2025, and continuing thereafter, employees must submit an irrevocable pre-election form, by no later than December 1st of the year in which the election is made, to convert the following hours to cash or a deferral into their deferred compensation account:

Personal Leave - An amount which may not exceed the number of personal leave hours the employee may accrue in the following calendar year.

Compensatory Time – An amount which may not exceed the projected number of compensatory time hours the individual employee may receive in the following calendar year.

1. The maximum amount of leave time (personal leave, compensatory time, or a combination of both) which can be cashed out under the City's "leave plans" is one-hundred and twenty (120) hours per calendar year.
2. The requested cash out will be paid out at either or both dates below, but only with respect to leave time that has accrued before the cash out date, via direct deposit, not to exceed the maximum amount listed in this Article per calendar year:

Payment Dates

- On or before July 31st
 - On or before the second Friday in December
3. Personal leave that is cashed out shall be paid at the employee's base rate of pay that is in effect at the time of such cash out. Compensatory time that is cashed out shall be paid at the employee's regular rate of pay that is in effect at the time of such cash out.
 4. Employees' leave time (as mentioned above) may not be reduced to less than eighty (80) hours as a result of participation in the annual leave cash out.
 5. The cash out is subject to the pre-elected leave being available. If an employee uses more leave than anticipated to where it would affect the amount of leave cashed out, the amount of leave cashed out will be adjusted to reflect the leave used, provided that the employee maintains a minimum balance of 80 hours in their leave bank after the cash out.
 6. The leave cash-out election is for hours to be accrued or received in the calendar year following submission of the irrevocable election form. In the event an employee has less hours in their personal leave and/or compensatory time bank at the time the cash-out is to be paid than they had previously elected to cash-out, the employee shall only be paid for up to the amount remaining in their personal leave and/or compensatory time bank at the time of the actual cash-out.
 7. If an employee makes an irrevocable election to cash-out personal leave and/or compensatory time in the following calendar year and uses such leave in that subsequent calendar year, the personal leave and/or compensatory time used will come from the personal leave or compensatory time the employee had earned (if any) prior to January 1st of the calendar year in which the leave time the employee has elected to cash-out accrues. The employee's use of earned, but unused personal leave and/or compensatory time accumulated from previous calendar years shall not result in a reduction in the amount of vacation and/or compensatory time hours the employee is eligible to cash-out.

8. Participation in the pre-election of leave cash out is optional. Employees who do not submit an irrevocable election form by December 1st of each year will be considered as opting out of the optional “leave cash out” for the following calendar year. (Constructive Receipt Language Updated July 2024)

Section 4 - Negative Leave Usage

PBA bargaining unit members agree to eliminate all negative leave usage. (Employees may only use time already accrued). The City Manager may, upon written request, approve exceptions to this provision under extraordinary circumstances and with the employee providing a written deduction authorization allowing the City to withhold any monies owed from this negative leave usage from the employee's final paycheck.

ARTICLE 10: UNIFORMS AND EQUIPMENT

Section 1 - Uniform Allowance

Effective July 1, 2013 a uniform allowance in the amount of \$1,000 per year will be paid to **Field** Services Personnel in the following classifications: Animal Services Officer I/II, Community Services Officer I/II, Forensic Investigator, and Sr. Community Services Officer that are required to wear a uniform on a **daily** basis. All remaining employees required to wear a uniform, but not on a daily basis, will remain at a uniform allowance of \$700 per year. The uniform allowance will be paid in semi-annual increments of one-half (1/2) in October and April of each year.

A newly appointed employee in any one of the above classifications will receive their full uniform allowance at the end of the first pay period following appointment. If the employee leaves, either voluntarily or involuntarily, during their probationary period, the full uniform allowance that was provided will be deducted from their final pay check.

Once the employee completes the probationary period they will be assigned to the regularly scheduled uniform allowance payment dates in October and April.

The uniform allowance is intended for the purchase and maintenance of uniforms. The Police Department/City may request verification of annual uniform purchase or maintenance if abuse is reasonably suspected.

All members receiving a uniform allowance must be in compliance with the Police Department's existing policies and procedures or as directed.

In addition, the City will compensate any eligible employee for the repair or replacement of clothing or equipment damaged or destroyed in direct consequence of the discharge of their duties in accordance with State Labor Code Section 2802.

Section 2 - Safety Equipment

The City will provide the classifications of Animal Services Officer I/II, Community Services Officers I/II, Forensic Investigator, and Sr. Community Services Officer with necessary safety equipment such as:

Rain coat	Chemical Spray Holder
Rain boots	Disinfectant
H/T Holder	Bullet Proof Vest
Black Basket Weave Sam Browne Belt w/ Keepers (July 2017)	Black Basket Weave Sam Browne Under Belt (July 2017)
*Taser Equipment (Animal Services Officer I/II)	Forensic Vests (Forensic Investigator) (July 2017)

*If the need for the Taser equipment changes or is found **not** to be in the best interest of the Police Department, the Chief of Police may remove the Taser from the safety equipment list. All ASO's must complete the required training prior to receiving a Taser.

ARTICLE 11: LONGEVITY PAY

Section 1.

Longevity pay shall be paid to all employees who complete a minimum of five (5) years of service at the rates indicated in the Section 2 of this Article. Completed years of service will be calculated on a calendar year (January 1 through December 31). An employee will be presumed to have completed a full year of service for purposes of this Article if the employee's anniversary date (service year completion date) falls within the calendar year. For example, if the City intends to issue the longevity payment on December 1st, an employee completing 15 years of service on December 12th will be credited with 15 years of service for entitlement to the 15 year longevity payment on December 1st. Employees shall receive longevity pay via direct deposit by electing one form of payment below:

- A bi-weekly basis, equal to the amount indicated in Section 2 (i.e., a prorated portion of the annual longevity payment will be provided with each paycheck) and will be included on the employee's next regular paycheck following eligibility, **OR**
- A one-time per year payment, payable in December.

Employee's longevity payments shall cease upon termination of employment. The employee may not change their payment option once they elect to receive it bi-weekly. Payment election must be submitted to the Human Resources Department on or before October 1st of each year to be effective the following calendar year. If an election is not made by the deadlines indicated above, the unit employee will be subject to the bi-weekly payment. Any new employees (on or after July 1, 2024) joining the Union shall be subject to the bi-weekly payment.

Section 2.

Annual longevity payments will be made based on completion of the following applicable length of service in the following amounts:

5 years or more of continuous service =	\$1,000.00
10 years or more of continuous service =	\$1,750.00
15 years or more of continuous service =	\$2,250.00
20 years or more of continuous service =	\$2,750.00
25 years or more of continuous service =	\$3,250.00

Section 3.

Longevity payments shall be reported to PERS as compensation earnable for the purpose of calculating retirement benefits and contributions.

ARTICLE 12: OVERTIME

Section 1.

Overtime shall be calculated in accordance with the Fair Labor Standards Act (FLSA) for all time **actually** worked in excess of forty (40) hours in a work week. There shall be no "pyramiding" of overtime (e.g., if an employee receives a minimum two hours call back pay at the overtime rate, and those hours worked also result in their working in excess of forty (40) hours in a work week, double overtime will not be paid). Beginning the first full pay period in July 2011 pre-approved/pre-scheduled leave and jury duty will be considered actual time worked for all association members. Absence due to, unscheduled leave shall **not** be regarded as time worked in calculating eligibility for overtime. Notwithstanding the aforementioned provision, personal leave, compensatory time off and holiday time (including floating holiday time) shall be counted as "hours worked" for purposes of overtime calculations in that work week. **No overtime will be recognized except with the prior approval of the Department Head, except as required by law.**

For purposes of overtime calculations for classifications represented by the Association that work in the Fontana Police Department's Communication Center, the workweek will end at the midpoint of the employee's scheduled shift on either Wednesday or Thursday of each week, depending on the employee's designated schedule.

Section 2. Compensatory Time

Unless otherwise stated, an employee may not have more than eighty (80) hours of compensatory time off accrued to their account at the end of any fiscal year. For employees holding the classification of Police Dispatch Call Taker, Police Dispatcher I/II, or Lead Police Dispatcher, the maximum accrued compensatory time off at the end of any fiscal year is four hundred eighty (480) hours.

Any accrued compensatory time off exceeding these thresholds as of June 30th each year shall be paid at the employee's regular rate of pay in effect on June 30th. The payout will occur in conjunction with the City's Leave Cash Out Program.

ARTICLE 13: COURT STAND BY AND COURT APPEARANCE COMPENSATION

Section 1 - Court Stand By

Employees who are placed in a "Stand By" status restricting their freedom of movement in lieu of attending court in response to a direct order or lawful subpoena pertaining to matters arising during the course and scope of employment shall be compensated at the rate of one-half of the employee's straight time compensation (e.g., if an employee is earning \$20.00 an hour, and is placed in an Standby status, such employee will be compensated at the rate of \$10.00 an hour).

Section 2 - Court Appearance

In addition, the City shall provide to each PBA bargaining unit member who is required to attend court, outside of their scheduled work hours, pursuant to a lawful subpoena relating to events occurring during the course and scope of their employment, overtime compensation, in either cash or compensatory time off at the employee's option for time spent in attendance, with a minimum compensation payment of two (2) hours. For those members regularly assigned to the graveyard shift, compensation will be a minimum of three (3) hours.

ARTICLE 14: SHIFT DIFFERENTIAL PAY

All employees in the PBA bargaining unit are eligible to receive shift differential pay for hours actually worked as follows: (a) shift commencing at 1800 and concluding at 2300 shall receive a 2.5% differential pay; and (b) shifts commencing at 2301 and concluding at 0600 shall be paid at 5.0% differential pay.

ARTICLE 15: BILINGUAL PAY

The City shall pay one hundred dollars (\$100.00) per pay period for those employees who are assigned by the Department Head to assist with providing translation to and from a foreign language and other related services. Eligible employees will be required to pass a test which shall be administered by a qualified agency or individual.

ARTICLE 16: HEALTH INSURANCE

Section 1 - Cafeteria Plan

Effective January 1, 2007 for employees paying out of pocket, the City will contribute to the City's Cafeteria Plan an amount equal to the cost of the Anthem Blue Cross HMO

family rate with a \$15 co-pay and the high dental family rate. The City's contribution shall not exceed the actual expenditures for the aforementioned coverage. The amount that employees may receive under the City's Cafeteria cash back option shall be limited to \$558.35 per month.

The PBA agrees to a limited re-opener solely on Article XVI Section 1 – Cafeteria Plan. The City is currently evaluating other options of healthcare providers. When the City receives this information, they will provide it to PBA to review and will the meet and confer over this particular article (July 2021).

Section 2 - Medical Insurance Benefits While on Leave

Employees who are receiving long-term disability insurance pay will have their medical insurance premiums paid by the City for them and currently enrolled dependents for up to eighteen (18) months. These payments shall not exceed the employee's current cafeteria allotment for medical insurance only. Thereafter, the employee must pay for medical insurance. Employees on job related injury leave shall receive fully paid medical insurance for the period of the injury. Employees at their option may continue coverage of other available insurance at their own expense.

ARTICLE 17: HOLIDAYS

Section 1 - Holidays Observed

The following days shall be observed by the City as paid holidays:

New Year's Day (January 1st)
Martin Luther King's Birthday (Third Monday of January)
Memorial Day (Last Monday of May)
Independence Day (July 4th)
Labor Day (First Monday of September)
Veteran's Day (November 11th)
Thanksgiving Day (Fourth Thursday of November)
Day after Thanksgiving (Fourth Friday of November)
Christmas Eve (December 24th)
Christmas Day (December 25th)
New Year's Eve (December 31st)

In addition to these Holidays employees shall receive **(3) Floating Holidays**. The employee's holiday leave account shall receive 20 hours (for employees on 4/10 or 3/12 work schedule) or 18 hours (for employees on 9/80 work schedule) or 16 hours (for employees on 5/8 work schedule) on January 1 and will receive 10 hours or 9 hours or 8 hours credit (depending on work schedule) on November 1.

Floating holidays must be used within the fiscal year earned and may not be carried over from year to year. Floating holiday time not used by June 30th of each year will be forfeited by the employee.

There are two categories of employee classifications applicable to holidays:

Group A: Those who are off on holidays, and

Group B: Those employees who work holidays as part of their regular schedule.

Group A Classifications

Crime Analyst I/II

Police Administrative Analyst I

Police Administrative Analyst II

Police Administrative Assistant

Police Administrative Technician

Police Digital Forensics Technician II

Police Fleet Coordinator

Police Training Specialist

Group B Classifications

Animal Services Officer I/II

Civilian Investigations Technician

Community Outreach Coordinator

Community Service Officer I/II

Court Liaison

Forensic Investigator

Lead Police Dispatcher

Lead Property Technician

Police Digital Forensics Technician I

Police Dispatcher I/II

Police Dispatch Call Taker

Police Property Technician

Police Records Technician I/II

Senior Community Service Officer

Traffic Investigations Technician

Section 2 - Rules Applicable to Both Groups

The holidays shall have the same hour equivalent as the employee's regular work schedule up to a maximum of ten (10) hours. Thus, an employee on a 5/8 schedule would receive eight (8) hours of holiday pay or time off or leave bank credit, and an employee on a 4/10 schedule would receive ten (10) hours of holiday pay or time off or leave bank credit, and an employee on a 12 hour schedule would receive ten (10) hours of holiday pay or time off or leave bank credit. In this manner, employees on a modified work schedule (such as 4/10) do not have to supplement observed holidays off with paid personal leave.

Floating holidays may be used with prior written approval (which will not be unreasonably withheld).

Section 3 - Rules Applicable to Group A Classifications

Employees in this group receive holidays off. Holidays are considered as time having been worked. Holidays cannot be moved off the observance day for particular employees and days off cannot be adjusted to avoid payment of holiday time.

Should the observed holiday fall on a regular day off, the employee will be entitled to the same number of hours as their regular shift and said holiday will be observed the first scheduled work day, prior to or after the holiday as designated by the employee's supervisor.

Employees called back to work on a holiday shall receive call-back pay and overtime at the rate of time and one-half for all hours worked.

In order to be eligible for a paid holiday, the employee must be in a paid status, both the day before and the day after the holiday.

Section 4 - Rules Applicable to Group B Classifications

Group B classifications have required scheduled staffing without regard to holidays, and employees are therefore regularly scheduled on holidays as a part of their normal full-time duties and schedule. When so directed or assigned, employees in Group B shall receive their regular pay for the actual hours worked on a holiday. In addition, such employees shall also receive an equivalent amount of pay or compensatory time off, at the employees' election, in lieu of holiday compensation. The pay or compensatory time will be paid as 5.38 hours per pay period over 26 pay periods (the equivalent of 14 holidays, 11 of which are observed that are PERSable, and 3 are floating holidays that are non-PERSable, at the regular rate of pay for a ten (10) hour shift). The amount reported to CalPERS for use in pension calculations is four and twenty-three hundredths (4.23) hours per pay period, for a total of one hundred ten (110) hours holiday pay per annum (based on the 11 approved holidays to be compliance with Government Code Sections 20636 and 7522.34 and Sections 571 and 571.1 of the California Code of Regulations).

Employees requesting equivalent time off in lieu of pay or compensatory time shall submit their request in writing to the Police Chief on or before July 1 of each year. Such requests shall include the dates the employee desires to be off using holiday time and cannot exceed the equivalent of the pay or compensatory time the employee would normally receive. All requests are subject to the approval of the Police Chief. Newly appointed employees will be provided an opportunity during their Departmental onboarding to elect time off in lieu of pay or compensatory time off for the purposes of this section. Thereafter, they will follow the normal provisions of this section as outlined above.

For the classifications of Civilian Investigations Technician, Community Outreach Coordinator, Court Liaison, Lead Property Technician, Police Digital Forensics Technician I, Police Property Technician, Police Records Technician I, Police Records Technician II, and Traffic Investigations Technician, the City agrees to approve all leave requests for Martin Luther King's Birthday, Memorial Day, Independence Day (July 4th), Labor Day, Veterans Day, Thanksgiving Day, the Day after Thanksgiving, Christmas Day, and New Year's Day, so long as such requests are made in accordance with Department Policy.

ARTICLE 18: RETIREMENT BENEFITS

Section 1 - Participation

The City participates in the California Public Employees' Retirement System (CalPERS) and is subject to the payroll contribution reporting requirements therein.

Tier I

Employees hired prior to July 1, 2011 will have the 2.5% @ 55 PERS Plan for Local Miscellaneous Members and upon retirement an employee's "final compensation" will be based on the highest one-year salary.

Effective the first full pay period in July 2011 employees in this group (pre-7-1-11) will pay three (3%) percent of the Employees' portion of the CALPERS retirement system. The City shall pay the remaining employee contribution (5%); provided, however said payments shall not exceed the full employee portion of 8%. These payments are not salary increases but are the City's payment of employees' retirement contribution in accordance with Section 414(h)(2) of the Internal Revenue Code.

For the purposes of any future comparisons of the level of compensation of employees covered by this agreement with comparable employees in other jurisdictions, these payments shall be taken into account along with measuring base salaries. These payments shall be credited to the employees' accounts with PERS.

Tier II

Employees hired on or after July 1, 2011 will have the 2.0% @ 55 PERS Plan for Local Miscellaneous Members and upon retirement an employee's "final compensation" will be based on the highest consecutive 36 month average for determining retirement benefits. Employees in this group (post 7-1-11) will pay the full employee portion of the CALPERS retirement system.

Tier III

Employees hired on or after January 1, 2013, as is mandated by the Public Employee's Pension Reform Act of 2013 (PEPRA), all new miscellaneous members, will have a retirement formula based on 2.0% @ 62 Plan Full Formula for Miscellaneous Members and upon retirement an employee's "final compensation" will be based on the highest

consecutive 36 month average. An employee in Tier III will pay 50% of Normal Costs. The amount is approved by CalPERS each year and is subject to change.

Section 2 - 1959 Survivor's Benefit

The City provides the Level 4 of the Level 1959 Survivor's Benefit for all employees enrolled in the PERS. The full cost of this benefit shall be borne by the City.

Section 3 - PERS Military Buy-Back

The agreement between the City and PERS shall allow for the buy-back of time served by the employee in the Military as defined under PERS Regulation Section 21024, Statutes of 1976.

Section 4 - Health Insurance for Retired Employees

All employees hired prior to June 30, 1990, who retire from the City (i.e., begin to draw from their PERS retirement accounts) shall continue to be eligible for retiree health benefits. This consists of City contributions to medical insurance for retirement, after 10 years of City service, and dental insurance, for retirement after 20 years of City service, for both employee and spouse. Employees who are ineligible for City paid retiree health insurance may elect upon retirement to continue medical and dental coverage at their own expense through the City's medical and dental plans.

The City will reimburse eligible retirees for the cost of the standard "Part B" Medicare premium, which is \$134 per month in 2017, for those employees who elect such coverage. This amount is subject to change based on adjustments by the Federal government. This cost is automatically withdrawn from those employees' Social Security checks. Employees must supply the City with proof of payment of said coverage, and will be reimbursed on a quarterly basis. No retroactive reimbursements will be given.

Section 5 - Retirement Health Savings Program Joint Labor/Management Committee

The City and members of PBA agree to form a joint labor/management committee, no later than July 1, 2018, to research/establish a retirement health savings program. Upon mutual agreement, the program would require both City and employee contributions to a retirement health savings program. (July 2017)

ARTICLE 19: JURY DUTY

The City agrees that when an employee's scheduled shift is other than a day shift, the Department Head has the discretion, based on public and employee safety considerations, to reassign said employee to the day shift for the duration of the jury duty obligation. For purposes of this section, a day shift shall be defined as one beginning no earlier than 5:00 a.m. and ending no later than 10:00 p.m.

ARTICLE 20: CALL BACK PAY

The City will pay a minimum two (2) hours wages for each time an employee is called back to work after their regular shift is completed and they have left their assigned work site, and on holidays an employee is scheduled off.

ARTICLE 21: DEDUCTION OF PAID LEAVE IN LIEU OF SUSPENSION

Upon mutual written agreement between the Chief of Police and the affected employee, the employee may have an equivalent amount of unused accrued personal leave time deducted from their account in lieu of serving a suspension without pay for that period. Compensatory time off may not be deducted in lieu of serving a suspension.

ARTICLE 22: REGULAR PART-TIME EMPLOYEES

The Association will represent those regular classified twelve (12) month part-time employees ("classified" refers to those classifications formally adopted by City Council and incorporated into the City's classification plan) who share a community of interest with the existing PBA bargaining unit (hereinafter "Regular/Classified Part-time Employees or RCP employees"). Such employees shall also be eligible for benefits and other terms and conditions of employment as set forth in this MOU, except as provided herein. The parties expressly agree that Regular Part-time Employees do not include: (a) seasonal or temporary employees; or (b) employees who are either supervisory, management or confidential.

Regular/Classified Part-Time (RCP) Employees shall be eligible for personal leave on a pro rata basis (assuming eighty (80) hours per pay period equals one hundred percent (100%) and shall be paid for City designated holidays only if the holidays occur on days which they are regularly scheduled to work. The value of the holiday will be based on employee's normal scheduled hours for that day. RCP Employees shall not be eligible for longevity pay, or certificate bonuses. Part-time employment shall not count towards length of service for seniority or layoff purposes. Effective July 2014 RCP employees will be included in the annual service award program. RCP employees are eligible for the Public Agency Retirement System (PARS) or upon reaching 1,000 hours in a fiscal year the California Public Employees Retirement System (CALPERS). Employees will pay applicable employee portions.

In addition, Regular Part-time Employees shall only be eligible for PERS retirement benefits if they exceed one thousand (1,000) hours worked per fiscal year.

Regular Part-time Employees shall be eligible to participate in a Cafeteria Plan designated by the City, and shall receive a contribution equal to fifty percent (50%) of the benefit provided to Regular Full-Time Employees. The benefits for this plan shall include medical insurance, dental insurance and life insurance. Employees who do not utilize the full dollar amount of the City's contribution in selecting benefits in the plan, shall receive the unused portion as "cash back."

To the extent that the parties have failed to list any other benefits contained in the MOU or the City's Personnel Rules and Regulations, it is their intent that such benefits and conditions would apply to Regular Part-time Employees on a pro-rata basis where such benefits are conditioned upon, or in any way related to hours worked or length of service.

ARTICLE 23: COMPENSATION FOR ACTING APPOINTMENTS

Subject to the following conditions, an employee who is required on the basis of an acting appointment to serve in a class with a higher salary range than that of the class in which the employee is normally assigned shall receive the entrance salary rate of the higher salary range or the rate of five percent (5%) higher than the employee normally receives, whichever is greater.

- a) Such pay will be for all hours worked in an acting appointment which are in excess of 80 hours in any floating six-month period.
- b) The employee must perform all the duties and assume all the responsibilities of the higher class.
- c) Compensation for acting appointments shall be limited to the temporary filling of a vacant regular position due to termination, promotion, or extended sick leave of the incumbent or the temporary filling of a newly budgeted position, where the needs of the City require that the position be filled.
- d) The City Manager must approve all such appointments based upon a finding that the criteria set forth in this paragraph have been met.

ARTICLE 24: HEALTH AND SAFETY COMMITTEE

A joint labor/management committee shall be established with equal Association and City representatives to discuss safety and health issues on a monthly or quarterly basis or as otherwise determined by the committee. The committee shall be comprised of an equal number of representatives from the Yard, City Hall and PBA units.

ARTICLE 25: LAYOFFS

The City agrees to consult with the Association after providing at least 14 calendar days' notice of any intent by the City to institute layoffs and/or furloughs which are applicable to this unit.

ARTICLE 26: ACCESS TO WORK LOCATIONS

The parties recognize and agree that in order to maintain good employee relations, it is sometimes necessary for Representatives of the Association to confer with City employees during working hours.

Therefore, Representatives will be granted access to work locations during regular working hours to investigate and process grievances or appeals when so necessary.

Representatives shall be granted access upon obtaining authorization from the appointing authority or designated management representative prior to entering a work location and after advising of the general nature of the business. However, the appointing authority or designated management representative may deny access or terminate access to work locations if in their judgment, it is deemed that the visit would interfere with the efficiency, safety, or security of City operations. The appointing authority shall not unreasonably withhold timely access to work locations. The appointing authority shall insure that there is at all times someone designated who shall have full authority to approve access. If a request is denied, the appointing authority or designated management representative shall establish a mutually agreeable time for access to the employee.

Representatives granted access to work locations shall limit such visits to a reasonable period of time, taking into consideration the nature of the grievance or appeal.

The appointing authority or designated management representative may mutually establish with the Association's Representative reasonable limits as to the number of visits authorized with the same employee on the same issue, and reasonable limits as to the number of employees who may participate in a visit when several employees are affected by a specific issue. The City shall not unduly interfere with the Association's Representative access to work locations.

ARTICLE 27: CALL OUT/STANDBY

The Animal Services Officer I/II classification shall receive \$250.00 per week for all weeks that the position is required to be on standby duty. The Forensic Investigator classification shall receive \$300 pay or eight (8) hours of compensatory time off (Association member's choice) for each week (prorated for any portion thereof) of standby duty. For the purposes of proration, a full week is considered 168 hours. Therefore, if an employee is not on standby for a certain period of time (calculated by hours within a day), they would receive a prorated portion of standby pay along with the employee that is covering their standby duty. For example, if an employee scheduled to be on standby from Thursday at 0700 through the following Thursday at 0659 but has requested to not be on standby from Thursday at 0700 – Monday at 0659 (4 days or 96 hours), the employee would be paid a prorated portion of standby time, or for 72 hours. 72 hours out of the 168 hours (a full week), is equal to 0.43, multiplied by the employee's election. Converted to compensatory time, the prorated amount would be 3.44 hours (8 hours x 0.43). Converted to pay, the prorated amount would be \$129 (\$300 x 0.43). The similar formula would apply to the employee that is covering the standby duty but using 96 hours out of the 168 hours (a full week), which is equal to 0.57. Converted to compensatory time, the prorated amount would be 4.56 hours (8 hours x 0.57). Converted to pay, the prorated amount would be \$171 (\$300 x 0.57). (July 2021). The employees in the above classifications must be able to respond and provide emergency support within two (2) hours of receiving a call.

Take Home Vehicle: Effective July 1, 2013 Animal Services Officers I/II and Forensic Investigators who are on Call Out/Standby shall be provided a take-home vehicle. The vehicle may only be used for official City business. The Chief of Police or designee may rescind if the departments needs require the use of the vehicle. The storing of the vehicle and equipment contained in the vehicle must be in compliance with Police Department Policy.

ARTICLE 28: TRAINING PAY

Effective July 1, 2011, all Association members assigned a trainee (new Police Department employee or Dispatch sit-along) by the Chief of Police or their designee, shall receive 5% special pay for actual time spent training. The trainer will be a non-probationary employee at the journey level (no one (I) level classifications will be assigned a trainee). Those assigned as a Trainer will be required to sign the Police Department's Special Assignment/Trainer Agreement. The City will not report compensation for Dispatch sit-alongs as special compensation to CalPERS.

ARTICLE 29: RECRUITMENT BONUS

All Association members shall be eligible for a \$500 recruitment bonus for the recruitment and retention of new full-time Police Department Personnel. Said recruitment bonus shall be paid as follow: (1) \$250 at time of initial hire, (2) \$250 at successful completion of the probationary period. Employees assigned to the Personnel and Training Unit or a special recruitment event, are not eligible for this bonus. Employee must sign the initial application referral form to be eligible.

ARTICLE 30: WELLNESS

Effective July 1, 2013, the City shall allow all employees represented by the PBA use of the Miller Fitness Center and the Jesse Turner Health & Fitness Centers (**ONLY**) at no cost to the employee. Use of the centers is at each employee's own risk and subject to the rules and regulations and hours of operation determined by the Community Services Department. Employees **MUST** show City issued ID to obtain access. Violation of any safety rule or regulations shall constitute valid grounds for revocation of the privilege of the Fitness Center usage, not subject to grievance.

ARTICLE 31: SEVERABILITY

If any article or section of this MOU shall be found to be in conflict with any statute or regulation of the United States or the State of California by a court of competent jurisdiction, such article shall be deemed null and void and of no further effect. However, such articles and sections shall be severable from the remainder of this MOU, and all other provisions hereof shall continue in full force and effect.

ARTICLE 32: EMPLOYMENT-RELATED UPDATES

During the term of the MOU, a joint labor/management committee (including PBA members) shall meet and confer on the City's proposed changes to the Employer-Employee Relations Resolution, as well as proposed legally required updates to the City of Fontana Personnel Rules and Regulations.

ARTICLE 33: EDUCATION EXPENSE

PBA members will continue to receive educational expense reimbursement as indicated in the Personnel Rules and Regulations, Rule XVI Section 4, as the Department budget allows.

ARTICLE 34: DIRECT DEPOSIT

Any and all payments outside of regular pay will be paid via direct deposit.

ARTICLE 35: DEFERRED COMPENSATION

Effective the beginning of the pay period following July 1, 2022, the City shall match employee contributions of up to \$100.00/pay period (based on 24 pay periods within a calendar year) into a 457(b) account managed by one of the City's 457(b) providers (July 2021).

The parties agree that during the term of this agreement, this article may be reopened for the purposes of discussing the City's deferred compensation program, but not an increase to the specific contribution amounts.

Ratified by City Council: March 11, 2025, Consent Calendar

CITY OF FONTANA

POLICE BENEFIT ASSOCIATION