

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF GLENDALE APPROVING
AND ADOPTING A THREE YEAR MEMORANDUM
OF UNDERSTANDING BETWEEN THE CITY OF GLENDALE AND
THE GLENDALE MANAGEMENT ASSOCIATION (GMA)
ON BEHALF OF GENERAL (NON-SWORN) MANAGERS
COMMENCING ON JULY 1, 2024 AND TERMINATING AFTER JUNE 30, 2027.**

WHEREAS, the City of Glendale (hereinafter referred to as "City") and the Glendale Management Association (hereinafter referred to as "Association"), on behalf of non-sworn general managers, have met and conferred over wages, hours, terms and conditions of employment pursuant to Government Code 3500, as amended; and

WHEREAS, the City and the Association have agreed to the terms of a Memorandum of Understanding for a period of three years, covering general managers commencing on July 1, 2024 and terminating after June 30, 2027.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY
OF GLENDALE:**

Section 1. The City does hereby approve, ratify, and authorize the implementation of each economic and non-economic benefit and right set forth in the Memorandum of Understanding between the City and Association as substantively described in the Report to Council dated February 27, 2024 and Exhibit "A" attached hereto, which are incorporated herein by this reference, and said economic and non-economic benefits and rights shall be implemented to the extent the City may legally do so in accordance with the time constraints of said Memorandum of Understanding. The Chief Human Resources Officer is authorized to make minor clerical and other minor

language clarifications to the MOU so long as such changes do not in any manner change the economic or non-economic benefits and rights of the parties.

Section 2. The City Council further authorizes the City Manager and Chief Human Resources Officer to negotiate and implement amendments to this Memorandum of Understanding affecting wages, hours, terms and conditions of employment subject to prior approval by the City Council.

Section 3. Any provision set forth in said Memorandum of Understanding which is inconsistent with any provision of the Municipal Code shall prevail and supersede the inconsistent provisions of the code.

Adopted this 27th day of February 2024.

Mayor

City Clerk

STATE OF CALIFORNIA)
)
COUNTY OF LOS ANGELES)

I, Suzie Abajian, Ph.D., City Clerk of the City of Glendale, certify that the foregoing Resolution was adopted by the Council of the City of Glendale, California, at a regular meeting held on the 27th day of February 2024, and that the same was adopted by the following vote:

Ayes:
Noes:
Absent:

City Clerk

EXHIBIT “A” – MOU TERMS

GLENDALE MANAGEMENT ASSOCIATION – GENERAL MANAGERS

Cost of Living Adjustments:

- Effective the pay period containing March 1, 2024 (February 25, 2024).....6%
- Effective the pay period containing July 1, 2025.....4%
- Effective the pay period containing July 1, 2026.....4%

Compensation Philosophy:

Effective as part of the negotiation of the results of the December 2026 classification and compensation benchmark study, and with approval and adoption of the successor MOU, the City will commit to implementing the following compaction language:

- The top step base salary for GMA classifications shall be a minimum of 5% above top step base salary for classifications over whom they exercise supervision or management.
- The top step base salary for GMA classifications shall be a minimum of 10% above top step base salary for classifications within the lines of promotion.

Salary Market Adjustments:

On or before December 31, 2026, the City will complete a classification and total compensation study of benchmark classifications.

- The classification study would comprise studying and updating, as necessary, the job descriptions of benchmark classifications to accurately reflect the essential qualifications, duties and responsibilities of the benchmark position.
- Once the classification study is completed, the City shall conduct a total compensation study of the updated benchmark positions to comparable positions in the following cities: Anaheim, Burbank, Garden Grove, Huntington Beach, Inglewood, Long Beach, Pasadena, Santa Ana, Santa Monica and Torrance. The elements of compensation and benefits to be studied will include: Top Step base pay; maximum longevity pay; maximum city payment for possession of an education degree; employee member contributions and cost share toward employer contributions; maximum City contribution to “family” medical, dental and vision insurance; maximum city contribution to deferred compensation; maximum city contribution to employee’s retiree health savings plans/retiree medical trusts.
- The total compensation study may be used in preparation for successor negotiations.

Deferred Compensation:

Effective the pay period containing July 1, 2025, the City will provide a matching contribution to employees’ 457 deferred compensation accounts, up to \$25 per month.

Uniform Allowances:

Effective July 1, 2024, modify Article Two, Section IX(A), of the MOU to provide revised uniform allowances as follows:

General Managers in the classifications of Police Records Administrator, Police Communications Administrator, Criminalist III (only when assigned to the Forensic

Services unit), Wireless System Manager and Wireless Systems Supervisor shall receive a uniform allowance of four hundred twenty-nine dollars (\$429) per year. Unit employees in the classification of Jail Administrator shall receive a uniform allowance of six hundred fifty dollars (\$650) per year. General Managers in the classifications of Fire Marshal, Assistant Fire Marshal, Fire Prevention Supervisor, Fire Prevention Coordinator, Fire Protection Engineer II, Fire Protection Specialist II, Environmental Management Coordinator, Principal Fire Environmental Safety Specialist, Ambulance Operator Coordinator, Verdugo Fire Manager and Executive Administrator/Verdugo Fire Communications shall receive a uniform allowance of eight hundred nineteen (\$819) per year.

Stand-By Pay:

Effective the pay period containing March 1, 2024, modify Article Three, Section VII(B)(3), of the MOU to provide that Unit employees (General Managers) detailed below shall be eligible for stand-by pay at the rate of 15% of the hourly rate for each hour on standby. Such employees shall remain eligible for management or mid-management leave.

Police and Fire Department Assignment/ISD Employees

There are no more than four unit employees on standby at a time that serve the following needs: Crime lab services (Criminalist III), Police Technology, Wireless and Verdugo Fire Technology. The Following unit employees (General Managers) shall be eligible for standby pay at the rate of 15% of the hourly rate for each hour on stand-by:

IT Infrastructure Manager; System Engineer 1, 2 and 3; Network Manager; Network Engineer 2; IT Apps Manager; Departmental Applications Manager; System Analyst; Sr. IT Applications Analyst; IT Applications Analyst; GIS Project Manager; Wireless Systems Supervisor; Wireless Systems Manager; Information Services Project Manager; Criminalist III; Sr. PC Specialist Supervisor; PC Specialist Supervisor.

Such employees shall remain eligible for management or mid-management leave.

Employees' Retirement Cost Sharing:

Reduce employee pick-up of employer contributions for PEPRA employees by 0.25%, 0.25% and 0.25% effective July 1, 2024, 2025 and 2026, respectively.

Health Insurance:

Modify Article Four, Section II(B) of the MOU to provide that effective June 1, General Managers shall receive the same medical insurance contributions from the City as currently provided to Sworn Police Managers.

Retiree Medical – Sick Leave Conversion:

Effective July 1, 2024, modify Article Four, Section III(A)(2), of the MOU to provide that employees who retire from the City with less than 15 years of service shall continue to be eligible for sick leave conversion to RHSP at \$33.00/hour; those who terminate from the City (but don't retire) with at least 15 years of service shall continue to be eligible for sick leave conversion to RHSP at \$33.00/hour; those who retire from the City with at least 15 years but less than 20 years of City service shall receive 75% of their regular hourly rate of pay, but not less than \$33.00/hour; those who retire from the City with 20 or more years of City service shall receive 100% of their hourly rate of pay, but not less than \$33.00.

RHSP Contribution:

Modify Article Four, Section III(B), of the MOU to provide that the City's contribution to the RHSP shall increase by \$50 per month effective July 1, 2025 and another \$50 effective July 1, 2026.

Baby Bonding Leave:

Effective July 1, 2024, modify Article Four of the MOU to provide that employees shall be permitted up to 6 weeks of paid baby-bonding leave within 12-months of the live birth or placement for adoption of a child.

Vacation Cash-out at Termination:

Effective July 1, 2024, modify Article Five, Section III(G), of the MOU to provide that not more than once every 24 months the association can change the amount of vacation leave that may be placed into employee's RHSP accounts, with the understanding that any changes must be pre-determined and not optional on a per member basis consistent with IRC regulations and plan requirements, with notice provided by the end of the calendar year.

Language Cleanup:

Effect whatever language changes are mutually agreed upon to clarify ambiguities, conform to existing practices or comply with state or federal law, including but not limited to the following:

Article Two, Section X(C)(3):

General Managers in the classifications of Civil Engineer II, Senior Civil Engineer, Principal Civil Engineer, Water Services Administrator, that pass the State of California Department of Water Resources Control Board Level 3 Distribution (D3) licensing examination shall receive extra pay in the amount of eight percent (8%) above their base salary.

Article Four, Section III(B), The following language was inadvertently deleted during the 2017 negotiations, the City has continued to apply the 5-year service requirement, add back the following language:

The City shall contribute to all General Managers' RHSP account the amount of one-hundred fifty dollars (\$150) per month at the commencement of their fifth (5th) year of full time salaried service with the City of Glendale.