

RESOLUTION NO. 2025-064

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHINO, CALIFORNIA, ADOPTING THE MEMORANDUM OF UNDERSTANDING AND AMENDING PORTIONS OF RESOLUTION NOS. 85-52, 85-53, AND 85-54 AND SUBSEQUENT RESOLUTIONS PERTAINING TO COMPENSATION FOR EMPLOYEE POSITION CLASSIFICATIONS REPRESENTED BY THE TEAMSTERS LOCAL 1932 PROFESSIONAL, TECHNICAL AND CLERICAL UNIT

WHEREAS, the City Council of the City of Chino adopted Resolution Nos. 85-52, 85-53, and 85-54 and subsequent resolutions to establish changes to salaries, benefits, and terms and conditions of employment for City employees; and

WHEREAS, compensation and benefits have been revised for classifications represented by the Teamsters Local 1932 Professional, Technical and Clerical Unit (Teamsters); and

WHEREAS, the wages, hours, and terms and conditions of employment of affected employees are codified in a variety of City Resolutions, Memoranda of Understanding, Summaries of Benefits, and Agreements; and

WHEREAS, one or more of the following agreed upon changes to wages, hours, and terms and conditions of employment may regard subject matter previously set forth in City Resolutions, Memoranda of Understanding, Summaries of Benefits, Agreements, and/or have become prevailing practices which have developed over time; and

WHEREAS, to the extent that any of the following changes address subject matters already codified in City Resolutions, Memoranda of Understanding, Summaries of Benefits, Agreements, or defined by prevailing practices, it is the intent of the City that said codified wages, hours, and terms and conditions of employment and those matters defined by prevailing practices, continue in full force and effect subject to modifications described herein; and

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of Chino does hereby adopt the attached Memorandum of Understanding that has been updated to reflect changes as approved effective the first full pay period after ratification of the Agreement and approval by the City Council. All provisions apply only to those individuals who are employed by the City of Chino on the day following adoption of this Resolution.

SECTION 1. PROVISIONS APPLICABLE TO CLASSIFICATIONS REPRESENTED BY THE TEAMSTERS LOCAL 1932 PROFESSIONAL, TECHNICAL AND CLERICAL UNIT.

A) TERM – July 1, 2025 through June 30, 2027.

B) COST OF LIVING ADJUSTMENT (COLA) – Effective the first full pay period after City Council approval: A three percent (3%) base pay increase shall be applied to the base pay ranges for each represented classification under the Teamsters Unit. An additional fifty one cents (\$0.51) per hour on top of the three percent (3%) base pay increase shall be applied to each represented classification under the Teamsters Unit in the same manner. The fifty one cents (\$0.51) per hour that the Teamsters Unit received over what was provided to other bargaining units for their COLA is based upon and the result of the Teamsters Unit's elimination and/or relinquishment of any right or claim to any City deferred compensation matching benefit. Effective the beginning of the pay period including July 1, 2026: A three percent (3%) base pay

increase shall be applied to the base pay ranges for each represented classification under the Teamsters Unit.

- C) **ADDITIONAL DUTY PAY** – An employee who takes on a significant number of extra assignments in an area different than their regularly assigned responsibilities for a period of time greater than two (2) weeks will receive pay in the amount of a five percent (5%) increase in salary to compensate for performing dual functions at the discretion of the Department Director. The additional duty pay will be restricted to no more than a twelve (12) month limit. In extenuating circumstances, the Department Director may request an extension of the additional duty pay past the twelve (12) month limit.
- D) **BENEFIT BANK** – The total amount will be equal to the premium cost of HMO medical (at the rate equal to Kaiser), dental and vision coverage for family coverage. The amount will be adjusted annually when new rates become effective on December 1st. An employee opting out of health coverage will be required to submit an affidavit attesting they have other qualifying group health coverage and provide supporting documentation.
- E) **BEREAVEMENT LEAVE** – The five (5) days of bereavement leave do not need to be taken consecutively; they can be used intermittently. If the leave is used intermittently, it must be used within three (3) months of the qualified family member's date of death. The employee, within thirty (30) days of the first day of leave, shall provide documentation of the death of the qualified family member, if requested by the Department Director or their designee.
- F) **BILINGUAL PAY** – Employees are eligible to receive a one hundred and sixty dollar (\$160) bilingual allowance per month (paid over 24 pay periods) for verbal fluency in any language that the Department Director deems necessary other than English, including sign language. Employees employed in the Code Compliance Inspector classifications as of the date of Council approval of the Teamsters MOU will continue to receive two hundred and ten dollars (\$210) per month (paid over 24 pay periods) for verbal fluency in any language other than English that their Department Director deems necessary, including sign language.
- G) **CALL BACK BENEFIT FOR INSPECTORS** – For Public Works Inspectors only, contractors may request weekend, after hours, or emergency inspections from time to time. Inspectors must be present for the whole duration of the work. Only the CIP project overtime may be banked for Comp Time. Private Development requests for weekend work must be taken as overtime pay and there is no option for Comp Time.
- H) **CERTIFICATION PAY** – Certification pay shall be established at two hundred dollars (\$200) per fiscal year. One (1) employee in the classification of Building Inspector or Senior Building Inspector shall be eligible to receive certification pay for a current Certificate Access Specialist (CASp) certificate. CASp certification pay will be two hundred and fifty dollars (\$250) per month (paid over 24 pay periods).
- I) **COMPUTER LOAN PROGRAM** – All regular employees who have completed their probationary period are eligible to participate in a Computer Loan Program managed by the Finance Department. Participants must agree to comply with the requirements of the program listed in the Teamsters MOU.
- J) **DUES DEDUCTIONS** – Teamsters requests that the City deduct membership dues, initiations fees, and general assessments, as well as payment of any other membership benefit program sponsored by Teamsters, from the wages and salaries of members of Teamsters.
- K) **GRIEVANCE PROCEDURE** – New Article No. 22, Grievance Procedure, added to the Teamsters MOU.

- L) HOLIDAYS – When a City-designated holiday is observed on an employee's scheduled day off, then said holiday hours will be deposited within an account in the employee's name. The employee is required to initiate contact with their supervisor in writing to request authorization to utilize these banked holiday hours. Any remaining time will be paid out in the final payroll check of each fiscal year.
- M) MANAGEMENT RIGHTS – The City retains all rights, powers, and authority to manage, direct, and control its operations, except as specifically limited by the MOU or applicable law. Where required by law, the City agrees, prior to implementation, to meet and confer with the Teamsters Unit concerning the impact of the exercise of City rights on wages, hours, and terms and conditions of employment.
- N) MILEAGE REIMBURSEMENT – The City agrees to reimburse employees authorized by their Department Director for use of personal automobiles for City business. Vehicle insurance coverage must be provided annually and kept on file with the Human Resources/Risk Management Department to remain eligible for mileage reimbursement.
- O) NEW EMPLOYEE ORIENTATION – The City of Chino and Teamsters Local 1932 agree to implement the procedures outlined in the Teamsters MOU for New Employee Orientation for employees represented by the Teamsters bargaining unit.
- P) NO STRIKE PROVISION – During the term of this Agreement, the Teamsters Unit, its officers, agents, representatives and/or members agree they will not cause, condone or participate in any strike, walk-out, work stoppage, job action, slow down, speed up, sick-out, refusal or failure to faithfully perform assigned duties and responsibilities, withholding of services or other interference with City operations.
- Q) RESPONSE TO DOCUMENTS PLACED IN PERSONNEL FILE – Employees, during City Hall business hours, with advance notice to Human Resources and with release time granted by their supervisor, have the right to have access to and copies of any document in their official personnel file.
- R) SALARY ADJUSTMENTS (OVERPAYMENTS, RECOVERY, AND UNDERPAYMENTS) – Teamsters Unit agrees to the terms outlined in the MOU regarding adjustments to an employee's salary for overpayments, recovery, and underpayments.
- S) SEPARATION FROM CITY – At the discretion and approval of the Department Director, employees may be allowed to extend their last day of employment using qualifying leave time for up to one (1) pay period beyond the last day the employee physically reports to work. Qualifying leave is defined as vacation, holiday, or comp time. Sick leave will be allowed under the terms of Article 42 of the Teamsters MOU.
- T) SICK LEAVE HIRING INCENTIVE – New employees will be required to provide proof that the sick leave hours were not cashed out by presenting their last pay stub or written verification from their prior employer's Payroll Division.
- U) USE OF BULLETIN BOARDS/EMAIL SYSTEMS – The City agrees to provide reasonable space on Bulletin Boards for Union notices. It is understood and agreed that the space provided on the bulletin boards for Union use shall only be used under the terms outlined in the Teamsters MOU. Teamsters Unit is permitted to use the City's email system for the purposes outlined in the Teamsters MOU.
- V) WORK SCHEDULE – The City shall establish work schedules as may be necessary for efficient and economical provision of services for the public and to make such adjustments in work

schedules are required from time to time. Permanent changes in an employee's work schedule shall be communicated in writing to the employee at least ten (10) working days in advance.

APPROVED AND ADOPTED THIS 16^h day of September, 2025.

EUNICE M. ULLOA, MAYOR

ATTEST:

NATALIE GONZAGA
CITY CLERK

ATTACHMENTS:

Memorandum of Understanding for:

1. Teamsters Local 1932 Professional, Technical and Clerical Unit

State of California)
County of San Bernardino) §
City of Chino)

I, NATALIE GONZAGA, City Clerk of the City of Chino, do hereby certify that the foregoing Resolution was duly adopted by the City Council at a regular meeting held on the 16th day of September 2025 by the following votes:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

NATALIE GONZAGA, CITY CLERK