

CITY OF YUBA CITY
STAFF REPORT

Date: June 5, 2018
To: Honorable Mayor and Members of the City Council
From: Human Resources Department
Presentation By: Natalie Springer, Human Resources Director

Summary

Subject: Police Officers' Association and Police Sergeants' Side Letters.

Recommendation: A. Adopt a Resolution approving a side letter with the Police Officers' Association

B. Adopt a Resolution approving a side letter with the Police Sergeants

C. Approve a supplemental appropriation of \$300 to the FY 2017/2018 adopted budget.

Fiscal Impact: An increase in cost of \$300 for FY 2017/2018 and \$2,000 for FY 2018/2019.

Purpose:

To approve the Police Officers' Association and Police Sergeants' Side Letters.

Background:

At the February 20, 2018 City Council meeting, City Council approved the Police Officers' Association (POA) Memorandum of Understanding (MOU) and the Police Sergeants' (Sergeants) Letter of Understanding (LOU). During implementation of both the POA MOU and Sergeants' LOU, several housekeeping items came up with the education incentive pay. These housekeeping items prompted further conversations between the City and the bargaining units' representative.

Analysis:

While further dialogue was required to clarify the implementation of the POA MOU and Sergeant's LOU, neither this dialogue or side letters changes the intent of the original conversations at the bargaining table.

For POA, the side letter clarifies that a Bachelor's Degree or POST Advanced Certificate is valued at 7.5%. Additionally, incentive pays are not cumulative or compounded. The side letter defines the meaning of cumulative and compounded in reference to incentive pays. Finally, the side letter identifies that the educational degree shall be related to Administration of Justice, Criminal Justice, or closely related field for employees hired after February 20, 2018.

For the Sergeants, the side letter clarifies that the POST Supervisory Certificate education incentive pay is 2.7% of base hourly rate. The side letter provides the retroactive calculations of the

educational incentive pay effective as of the pay period (March 3, 2018) on which the LOU was implemented. As in the POA side letter, this side letter also defines cumulative and compounded.

The complete POA and Sergeants Side Letters are attached.

Fiscal Impact:

The proposed changes will result in a net increase in cost of \$300 for FY 17/18 and \$2,000 for FY 18/19.

Alternatives:

Do not approve Police Officers' Association Side Letter and Police Sergeants Side Letter and provide staff direction.

Recommendation:

Adopt a Resolution approving a Side Letter with the Police Officers' Association, adopt a Resolution approving a Side Letter with Police Sergeants, and approve a supplemental appropriation of \$300 to the FY 2017/2018 adopted budget.

Attachments:

1. Police Officers' Association Side Letter Resolution
2. Police Officers' Association Side Letter
3. Police Sergeants Side Letter Resolution
4. Police Sergeants Side Letter

Prepared By:

Submitted By:

/s/ Natalie Springer

Natalie Springer
Human Resources Director

/s/ Steven C. Kroeger

Steven C. Kroeger
City Manager

Reviewed By:

Finance

City Attorney

RB

TH by email

ATTACHMENT 1

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY
APPROVING THE POLICE OFFICERS' ASSOCIATION SIDE LETTER
JULY 1, 2017 – JUNE 30, 2019**

WHEREAS, the City recognizes the Police Officers' Association commitment to the City and its citizens while providing outstanding and dedicated service to all;

WHEREAS, City staff and the Police Officers' Association have determined further clarification is needed to finalize implementation of the Memorandum of Understanding (MOU);

WHEREAS, the Side Letter provides this clarification for the MOU while not changing the intent of negotiations;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Yuba City as follows:

Approve the attached Police Officers' Association Side Letter.

Authorize staff to make any necessary clarifying language changes to the language in the Police Officers' Association Side Letter as long as the changes do not modify the Side Letter substantive terms or past practice.

The Director of Finance is hereby authorized to make the necessary budget adjustments to implement the provisions of this resolution.

The foregoing Resolution of the City Council of the City of Yuba City was duly introduced, passed and adopted at a regular meeting thereof held on the 5th day of June 2018.

AYES:

NOES:

ABSENT:

Preet Didbal, Mayor

ATTEST:

Patricia Buckland, City Clerk

ATTACHMENT 2

**SIDE LETTER TO THE
MEMORANDUM OF UNDERSTANDING**

Between

The City of Yuba City

And

Police Officer Association

July 1, 2017 through June 30, 2019

The purpose of this side letter is to clarify language specific to section 2.3, Educational Incentive in the Memorandum of Understanding, July 1, 2017 – June 30, 2019.

Both parties have agreed to the additional clarifying language:

1. Educational Incentive

Sworn personnel shall receive an educational incentive of 2.5% for an Associate's degree or POST Intermediate Certificate; 7.5% for a Bachelor's degree or POST Advance Certificate. Non-sworn personnel working in the following classifications shall receive education incentive pay: Dispatcher I/II and III, Community Service Officers, Community Policing Coordinator or Evidence Technician shall receive an education incentive of 2.5% for an Associate's degree and 5% for Bachelor's degree. Incentive pays are not cumulative, meaning that an employee is eligible only for one incentive for each type of degree or certificate (i.e., if an employee has two Associate's degrees, the employee is eligible for an incentive of 2.5%; if an employee has an Associate's degree and a POST Intermediate Certificate, the employee is eligible for an incentive of 5.0%). Incentive pays are not compounded, meaning that each incentive is separately applied to the employee's base pay. The total of all the above incentives shall not exceed 7.5% per employee.

For all employees' hired after February 20, 2018, all educational degrees shall be in Administration of Justice, Criminal Justice, or closely related field.

2. Remainder of Contract Not Affected.

All other provisions of the current Memorandum of Understanding between the City and the Police Officers Association shall remain unchanged.


Date: _____

Date: 5/23/18

CITY OF YUBA CITY

POLICE OFFICERS ASSOCIATION

Steven C. Kroeger, City Manager




Michael Gwinnup

Robin Bertagna, Director of Finance



Dan Shuffield

Natalie Springer, Director of Human Resources



Bob Jarvis, Chief Negotiator

ATTACHMENT 3

RESOLUTION NO. _____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YUBA CITY
APPROVING THE POLICE SERGEANTS SIDE LETTER
JULY 1, 2017 – JUNE 30, 2019**

WHEREAS, the City recognizes the Police Sergeants commitment to the City and its citizens while providing outstanding and dedicated service to all;

WHEREAS, City staff and the Police Sergeants have determined further clarification is needed to finalize implementation of the Letter of Understanding (LOU);

WHEREAS, the Side Letter provides this clarification for the LOU while not changing the intent of negotiations;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Yuba City as follows:

Approve the attached Police Sergeants Side Letter.

Authorize staff to make any necessary clarifying language changes to the language in the Police Sergeants Side Letter as long as the changes do not modify the Side Letter substantive terms or past practice.

The Director of Finance is hereby authorized to make the necessary budget adjustments to implement the provisions of this resolution.

The foregoing Resolution of the City Council of the City of Yuba City was duly introduced, passed and adopted at a regular meeting thereof held on the 5th day of June 2018.

AYES:

NOES:

ABSENT:

Preet Didbal, Mayor

ATTEST:

Patricia Buckland, City Clerk

ATTACHMENT 4

**SIDE LETTER TO THE
LETTER OF UNDERSTANDING**

Between

The City of Yuba City

And

Police Sergeants

July 1, 2017 through June 30, 2019

The purpose of this side letter is to clarify language specific to section 2.2, Educational Incentive in the Letter of Understanding, July 1, 2017 – June 30, 2019 (“LOU”). It is also to provide for retroactive calculations of the Educational Incentive effective as of the pay period on which the LOU was implemented.

Both parties have agreed to the additional clarifying language:

1. Educational Incentive

Effective March 3, 2018, the Sergeants shall receive an educational incentive of 2.5% for an Associate’s degree or POST Intermediate Certificate; 7.5% for a Bachelor’s degree or POST Advanced Certificate and an additional 2.7% for possession of a POST Supervisory Certificate. Incentive pays are not cumulative, meaning that a Sergeant is eligible only for one incentive for each type of degree or certificate (i.e., if a Sergeant has two Associate’s degrees, the employee is eligible for an incentive of 2.5%; if a Sergeant has an Associate’s degree and a POST Intermediate Certificate, the employee is eligible for an incentive of 5.0%). Incentive pays are not compounded, meaning that each incentive is separately applied to the Sergeant’s base pay. The total of all the above incentives shall not exceed 10.2% per employee.

2. Remainder of Contract Not Affected.

All other provisions of the current Letter of Understanding between the City and the Police Sergeants shall remain unchanged.


Date: _____

Date: 5/23/18

CITY OF YUBA CITY

POLICE SERGEANTS

Steven C. Kroeger, City Manager



Stephan Thornton

Robin Bertagna, Director of Finance

Kim Slade

Natalie Springer, Director of Human Resources



Bob Jarvis, Chief Negotiator