

Lompoc City Council Agenda Item



City Council Meeting Date: October 7, 2014

TO: Patrick Wiemiller, City Administrator

FROM: Gabriel Garcia, Human Resources Manager
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SUBJECT: Approval of Memorandum of Understanding with Employees Represented by Lompoc Police Officers' Association; Adoption of Resolution No. 5952(14)

Recommendation:

Staff recommends the City Council:

- 1) Approve the proposed Memorandum of Understanding (MOU) (Attachment 1) for the period of July 1, 2014, through June 30, 2017, between the Lompoc Police Officers' Association (LPOA) and the City of Lompoc; and
- 2) Adopt Resolution No. 5952(14) (Attachment 2), which in addition to adopting the aforementioned MOU, will:
 - a. Amend the Compensation Plan to revise the salary ranges for various LPOA classifications, as addressed in the MOU for FY 2014-15, FY 2015-16, and FY 2016-17;
 - b. Amend the Compensation Plan to revise the salary range for Police Officer Trainee to maintain the required differential for FY 2014-15, FY 2015-16, and FY 2016-17; and
 - c. Approve supplemental appropriations of \$44,200 to fund the proposed salary range adjustments utilizing a portion of remaining one-time resources from the Insurance/Benefit Internal Service Fund available for the FY 2013-15 Budget.

Background:

The current MOU for LPOA expired on June 30, 2014. The parties met on April 21, 2014, to initiate the meet and confer process for a new proposed MOU. During subsequent months, representatives for the City and representatives of LPOA have met and exchanged proposals concerning wages, hours, and other terms and conditions of employment. The City's representatives and the LPOA have reached a tentative

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agreement, subject to City Council approval. The LPOA-represented employees recently approved the City's proposal for the three-year MOU through a ballot vote.

The Police Officer Trainee job classification is a non-sworn position, which is neither represented by the LPOA, nor designated to the "safety" retirement unit. However, this job classification is directly impacted by the LPOA-represented Police Officer job classification. Incumbents hired in this trainee job class are immediately reclassified into the Police Officer job classification upon graduation from a basic law enforcement academy and upon acquisition of the requisite Peace Officer Standards and Training certification. Also, upon reclassification to the Police Officer job classification, incumbents are changed from the miscellaneous to the appropriate safety retirement tier. Therefore, on December 5, 1991, there was an addendum to a memo from the former Human Resources Director which required the Police Officer Trainee classification's salary be maintained at 80% of the salary for Police Officer job classification. However, this differential was not maintained with the recent salary adjustments to the Police Officer job classification.

Discussion:

Major provisions of the proposed new MOU include:

- **Term.** The term of the proposed MOU will be three years, effective July 1, 2014 through June 30, 2017.
- **Salary adjustments.**
 - Effective the payroll period beginning October 18, 2014, sworn and non-sworn members recognized by the MOU shall receive a 1% salary adjustment.
 - For year two of the MOU, effective the payroll period beginning June 27, 2015, sworn and non-sworn members recognized by the MOU shall receive a 2% salary adjustment.
 - For year three of the MOU, effective the payroll period beginning June 25, 2016, sworn and non-sworn members recognized by the MOU shall receive a 3% salary adjustment.
 - Additionally, effective the payroll period beginning June 25, 2016, the salary ranges for the Police Agent, Police Officer, Police Motor Officer, and Police Sergeant job classifications will be reduced to six steps, eliminating Step G. However, the Step A of the new salary range will begin at the salary which would have been associated with Step B.

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- **Discipline:** Clarify in the MOU that written reprimands and appeal thereof are governed solely by the Lompoc Police Department Manual and not subject to appeal under the City's Personnel Rules.
- **Re-Openers:**
 - Revise and Update Personnel Rules;
 - Revise and Update Police Department Policy Manual;
 - Revise and Update Employer-Employee Relations Resolution (EERR) and the Supplemental Rules And Regulations to Implement EERR.

Police Officer Trainee salary adjustments: In order to revise and maintain the appropriate differential between the Police Officer and Police Officer Trainee salary ranges, staff is recommending Council approve salary adjustments to the Police Officer Trainee salary range as follows:

- Effective the payroll period beginning October 18, 2014, the Police Officer Trainee salary range shall receive a 7.64% salary adjustment;
- Effective the payroll period beginning June 27, 2015, the Police Officer Trainee salary range shall receive a 2% salary adjustment; and
- Effective the payroll period beginning June 25, 2016, the Police Officer Trainee salary range shall receive a 3% salary adjustment.

Fiscal Impact:

The approval of the MOU with the LPOA will require a supplemental appropriation of \$44,200 for the FY 2013-15 Budget allocated as follows:

- \$43,473 - General Fund programs; and
- \$727 - Traffic Offender Fund.

Resources available to fund the supplemental appropriations are available from a portion of the remaining one-time funding available from payments received from Santa Barbara County in June 2013, a non-General Fund resource. Resolution No. 5952(14) provides for the approval of the transfer of required funds from the Insurance/Benefit Internal Service Fund to the General Fund to support the costs associated with the approval of the MOU. Resolution No. 5952(14) also provides for supplemental appropriations totaling \$44,200 as outlined in Exhibit B of Resolution No. 5952(14).

There is no fiscal impact as a consequence of any adjustment to the Police Officer Trainee salary range. There is no incumbent staff allocated to the Police Officer Trainee classification. If future staff is hired in the Police Officer Trainee classification, there would be a beneficial effect to the City as the Police Officer Trainee is at a lower compensation rate and in a different retirement tier than the allocated and funded Police Officer position.

Conclusion:

The proposed MOU would be adopted and effective upon City Council approval. In order to incorporate the above-mentioned salary range revisions into the City Compensation Plan, Personnel Rules IV provides that they must be adopted by City Council action. If approved, the salary range adjustments will be implemented in accordance with the dates proposed in the LPOA MOU for each fiscal year of the agreement as set forth in Resolution No. 5952(14).

Respectfully submitted,

Gabriel Garcia, Human Resources Manager

APPROVED FOR SUBMITTAL TO THE CITY COUNCIL:

Patrick Wiemiller, City Administrator

- Attachments: 1) [Memorandum of Understanding between the City of Lompoc and the Lompoc Police Officers' Association – July 1, 2014 through June 30, 2017 \(redlined\)](#)
2) [Resolution No. 5952\(14\)](#)