



DATE: October 16, 2023

TO: Honorable Mayor and Members of the City Council through City Manager

FROM: Brian Cochran, Assistant City Manager
Aman Kaur, Senior Human Resources Analyst

SUBJECT: Resolution Ratifying the Memoranda of Understanding, Effective July 1, 2023 – June 30, 2026, Reached by the Duly Authorized Representatives of the City of Petaluma and the Peace Officers’ Association of Petaluma, Unit 6

RECOMMENDATION

It is recommended that the City Council adopt the attached Resolution Ratifying the Memoranda of Understanding, Effective July 1, 2023 – June 30, 2026, Reached by the Duly Authorized Representatives of the City of Petaluma and the Peace Officers’ Association of Petaluma, Unit 6.

BACKGROUND

The Peace Officers’ Association of Petaluma (POAP) represents Unit 6 and the existing Memoranda of Understanding (MOU) is effective July 1, 2021 – June 30, 2024. Pursuant to mutual agreement to address wages in 2023 due to market trends and for consistency with other bargaining units, the City and POAP representatives engaged in good-faith bargaining and subsequently, reached agreement on a successor MOU, July 1, 2023 – June 30, 2026. The successor MOU, attached as Exhibit A to the Resolution, addresses necessary contract language cleanup, includes wage adjustments, and enhances longevity pay for sworn unit positions to assist in staff retention.

DISCUSSION

To address wages in 2023 in support of recruitment and retention efforts and consistent with other bargaining units, the parties collaboratively worked to come to an agreement on various terms including wage adjustments, both general salary increases and market equity adjustments¹,

¹ Market equity adjustments are typically based on internal benchmarking and/or market analysis. A market analysis is a common exercise in which the City of Petaluma is analyzed in relation to recognized comparable agencies to evaluate how similarly situated positions compare to those in Petaluma.

a multi-year contract through June 30, 2026, enhancement of longevity pay for sworn unit positions, and non-economics such as contract language cleanup.

Terms of the successor MOU include:

- A multi-year contract with a term through June 30, 2026;
- General Salary Increases (GSI) as follows:
 - 2023 (First full pay period in July 2023) – 4.0%
 - 2024 (First full pay period following July 1, 2024) – 3.0%
 - 2025 (First full pay period following July 1, 2025) – 3.0%
- Market equity adjustments to apply to sworn unit positions:
 - January 2024 (First full pay period in January 2024)- 4.0%
 - July 2024 (First full pay period in July 2024)- 0.5%
- Effective in January 2024, enhancement of longevity pay for sworn unit positions to assist in staff retention.

The recommended action ratifies terms of the successor MOU negotiated by the two parties, for Unit 6. All terms are memorialized in the MOU attached as Exhibit A to the Resolution.

PUBLIC OUTREACH

This agenda item appeared on the City’s tentative agenda document on October 2, 2023, which was a publicly-noticed meeting.

COUNCIL GOAL ALIGNMENT

The ratification of this action aligns with the City Council Goal of “A City That Works For Everyone.” This objective includes recruiting, hiring, retaining, and advancing a workforce that is diverse, representative, skilled, talented, and prepared to meet the demands of a full-service City.

ENVIRONMENTAL REVIEW

The proposed action is exempt from the requirements of the California Environmental Quality Act (CEQA) in accordance with CEQA Guidelines Section 15378(b)(4), in that, approving this action does not meet CEQA's definition of a “project,” because the action does not have the potential for resulting either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment, and because this is a personnel-related action that constitutes organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

FINANCIAL IMPACTS

All costs are attributable to the General Fund. Terms with known estimated costs include:

- The annual estimated costs with regard to GSIs as shown above are:
 - 4% GSI in 2023 – estimated cost of \$562,649 in fiscal year 23-24.

- 3% GSI in 2024 – estimated cost of \$455,746 in fiscal year 24-25.
 - 3% GSI in 2025 – estimated cost of \$471,697 in fiscal year 25-26.
- The estimated cost of market equity adjustments for sworn unit members as shown above are:
 - 4% equity adjustment in January 2024 – estimated cost of \$281,325 in fiscal year 23-24.
 - 0.5% equity adjustment in July 2024 - estimated cost of \$75,958 in fiscal year 24-25.
- Longevity Pay – estimated cost of \$194,295 in the first year.

ATTACHMENTS

1. Resolution
2. Exhibit A to Resolution – MOU for Unit 6