



<b>STAFF REPORT</b>	
<b>SUBJECT:</b> Consideration of a Memorandum of Understanding between the City of Clearlake and the Clearlake Middle Management Association for the period July 1, 2024 to June 30, 2026	<b>MEETING DATE:</b> June 20, 2024
<b>SUBMITTED BY:</b> Melissa Swanson, Administrative Services Director/City Clerk	
<b>PURPOSE OF REPORT:</b> <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item	

**WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:**

The City Council is being asked to approve the Memorandum of Understanding (MOU) between the City of Clearlake and the Clearlake Middle Management Association (MMA) for the period of July 1, 2024 through June 30, 2026 and authorize the City Manager to sign.

**BACKGROUND/DISCUSSION:**

The Clearlake Middle Management Association represents sworn and non-sworn employees within the police department, including police sergeants, the Records and Communication Supervisor, and the Public Works Supervisor, a currently vacant position. The City negotiations team and the MMA have reached a tentative agreement for an MOU covering the period of July 1, 2024 through June 30, 2026. The current MOU expires June 30, 2024.

This report summarizes the tentative agreement negotiated in good faith with MMA representatives in accordance with the Meyers-Milias-Brown Act regarding salaries, benefits and other terms and conditions of employment. The City negotiation team believes this agreement acknowledges the critical role the City’s MMA employees play in Clearlake’s success while balancing financial responsibility and sustainability within budget constraints.

Highlights of the tentative agreement are as follows:

- Term: A two-year agreement effective July 1, 2024 through June 30, 2026.
- Wage Increase: A 3% base salary rate increase effective the first day of the pay period commencing on or after July 1<sup>st</sup>, 2024. A 3% base salary rate increase effective the first day of the pay period commencing on or after July 1<sup>st</sup>, 2025.
- Longevity pay of 1% per year after 15 years, and up to 20 years, of service to the City
- Memorialization of the employee probationary period.
- Provisions regulating applications for an industrial disability retirement through CalPERS for safety employees.
- Clarifying language in the application of Family Medical Leave Act, California Family Rights Act, and Pregnancy Disability Leave Act leaves, along with leaves of absence without pay.

- Adding the provision that an employee must use accruals to pay for any payroll deductions while out on FMLA/CFRA/PDL or unpaid leave instead of repaying the City through other means.
- Provision clarifying when an employee and their spouse are both City employees, one spouse may insure both under the health plan and the other spouse is eligible for the health in-lieu payment. It further clarifies what must be done if the employee wishes to re-enroll into the City's health plan.

A redlined version of the MOU is attached to this staff report.

**OPTIONS:**

1. Move to approve the MMA MOU and authorize the City Manager to sign.
2. Other direction

**FISCAL IMPACT:**

None       \$      Budgeted Item?  Yes  No

Budget Adjustment Needed?  Yes  No      If yes, amount of appropriation increase: \$

Affected fund(s):  General Fund  Measure P Fund  Measure V Fund  Other:

Comments: If approved, the FY 2024-25 Budget reflects the salary increases requested by the bargaining units.

**STRATEGIC PLAN IMPACT:**

- Goal #1: Make Clearlake a Visibly Cleaner City
- Goal #2: Make Clearlake a Statistically Safer City
- Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- Goal #4: Improve the Image of Clearlake
- Goal #5: Ensure Fiscal Sustainability of City
- Goal #6: Update Policies and Procedures to Current Government Standards
- Goal #7: Support Economic Development

**SUGGESTED MOTIONS:**

Move to approve the Memorandum of Understanding (MOU) between the City of Clearlake and the Clearlake Middle Management Association (MMA) for the period of July 1, 2024 through June 30, 2026 and authorize the City Manager to sign.

- Attachments:**      1) Redlined Memorandum of Understanding