



STAFF REPORT	
SUBJECT: Consideration of a Memorandum of Understanding between the City of Clearlake and the Clearlake Police Officers Association for the period July 1, 2024 to June 30, 2026	MEETING DATE: June 20, 2024
SUBMITTED BY: Melissa Swanson, Administrative Services Director/City Clerk	
PURPOSE OF REPORT: <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 Police Officers Association (POA) for the period of July 1, 2024 through June 30, 2026 and authorize the City Manager to sign.

BACKGROUND/DISCUSSION:

The Clearlake Police Officers Association represents sworn and non-sworn employees within the police department, including police officers, dispatchers, and code enforcement officers. The City negotiations team and the POA 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 POA 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 sworn and non-sworn POA 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 1st, 2024. A 3% base salary rate increase effective the first day of the pay period commencing on or after July 1st, 2025.
- Ability for the employee to “buy back” up to 80 hours of vacation time per fiscal year.
- Increase in the capped hours of accrued compensation time to 160 hours from 80 hours and decreasing the number of hours the employee can cash out to 40 hours.
- Addition of language to allow for a walking pad treadmill for dispatchers.
- Increase from three hours to four hours of overtime compensation for court time, provided the employee calls and confirms court appearance is necessary.
- Shift selection for patrol and dispatch to be done at same time, if possible.

- 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 POA 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 Police Officers Association (POA) for the period of July 1, 2024 through June 30, 2026 and authorize the City Manager to sign.

Attachments: 1) Redlined Memorandum of Understanding

