



City Council Agenda Report

Meeting Date: November 12, 2024

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Approved By: Gabe Engeland

Subject: Adopt a Resolution entering into a Side Letter Agreement with the Los Altos Peace Officer Association to extend the existing MOU an additional two years

COUNCIL PRIORITY AREA

- Business Communities
- Circulation Safety and Efficiency
- Environmental Sustainability
- Housing
- Neighborhood Safety Infrastructure
- General Government

RECOMMENDATION

Staff recommends the City Council adopt a Resolution entering into a Side Letter Agreement with the Los Altos Peace Officer Association (LAPOA) to extend the existing Memorandum of Understanding (MOU) an additional two years.

FISCAL IMPACT

Approving this item will amend the current Fiscal Year 2024/2025 Budget and increase the General Fund expenditures by \$220,000.

ENVIRONMENTAL REVIEW

Not Applicable

PREVIOUS COUNCIL CONSIDERATION

March 22, 2022 – Adoption of City of Los Altos Total Compensation Philosophy

April 18, 2023 – Closed Session Conference with Labor Negotiators

April 25, 2023 – Adoption of Memorandum of Understanding (MOU) between City of Los Altos & Los Altos Police Officer Association (LAPOA) for a five-year agreement between March 2023 – June 30, 2028

July 9, 2024 - Adopt a Resolution entering into a Side Letter Agreement with the Los Altos Peace Officer Association to comply with California Code of Regulations, title 2, Section 571 (b)(1)(A) and California Code of Regulations, title 2, section 571.1 (a)(4) rules for identifying and defining special compensation.

BACKGROUND

In April of 2023, the City and LAPOA entered a five-year MOU that included additional pay and benefits around employee total compensation as outlined in the Council adopted Employee Total Compensation Philosophy.

Since the current MOU has been in effect, the city has seen retention among public safety personnel with only one Police Officer voluntarily separating from the city within the past one and a half years. However, the city has faced difficulty in attracting the quality of candidates for Police Officer Trainees vacancies with several new hires failing their probationary period due to not meeting the core expectations of the position.

The second-year term of the MOU, Fiscal Year 2024/2025, includes a Market Salary Survey to be conducted in September 2024 and evaluate compensation for all classification represented by the LAPOA.

The city conducted the market salary survey and compared the current fiscal year 2024/2025 base pay rates for classifications represented by LAPOA to nine peer cities base pay rates as of January 2024. The peer cities surveys remained as the Town of Los Gatos, Foster City, Campbell, San Carlos, Morgan Hill, Belmont, East Palo Alto, Milpitas, and Gilroy. Criteria for determining peer cities included the following criteria: geographic proximity, population, number of full-time equivalent (“FTE”) positions, general fund agency expenditures, expenditures per capita, and FTE per resident ratio.

DISCUSSION/ANALYSIS

To increase recruitment and attraction opportunities for Los Altos public safety classification, the city and LAPOA believe increasing base pay for all classifications, but especially Police Officer and Police Officer Trainee positions will assist with attracting higher quality candidates to the city.

As such, this Side Letter Agreement aims to bring Los Altos classifications up to 100% of the market over the next 20 months, supported by the market salary survey conducted by the city. Included in the Side Letter Agreement are also other enhancements that aim to increase attraction and recruitment efforts including increasing the starting salary of Police Officer Trainees to align to the Police Officer classification starting salary range. This will result with an immediate increase compared to the current Police Officer Trainee base pay for Fiscal Year 2024/2025. The Police Officer salary range will be reduced from five steps down to four, so that new Police Officers start with a higher base pay and will be able to reach the top paying step earlier.

Besides these improvements, there are also language revisions to special assignment and educational incentive pays for dispatchers to meet the California Public Employee Retirement Systems rules for identifying and defining special compensation.

For these salary enhancements, the Side Letter Agreement would exclude Police Officer Trainees from receiving overtime for their lunch breaks while attending a Police Academy and include an extension of the MOU for two additional years; fiscal year 2028/2029 and 2029/2030 and supersede previous agreements.

ATTACHMENTS

1. City of Los Altos Resolution No. 2024-XX
2. Side Letter Agreement
3. Peer City and Market Survey Data