



AGENDA REPORT SUMMARY

Meeting Date: April 25, 2023

Subject: Resolution 2023-XX: A Memorandum of Understanding (MOU) between City of Los Altos & Los Altos Police Officer Association (LAPOA); five (5) year agreement

Prepared by: Irene Barragan Silipin, Human Resources Director

Reviewed by: Gabriel Engeland, City Manager

Approved by: Gabriel Engeland, City Manager

Attachment(s):

- Resolution 2023-XX
- Memorandum of Understanding (MOU) July 1, 2023 – June 30, 2028

Initiated by:

City Council/City Manager

Previous Council Consideration:

Closed sessions on April 11, 2023

Fiscal Impact:

There is no fiscal impact in the current fiscal year for the adoption of the proposed resolution and MOU. Expenditures required this fiscal year, should this item be approved, have been included in the budget.

If adopted, the budget impact would be approximately \$450,000 in fiscal year 2023/24.

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

- Does the Council wish to adopt Resolution 2023-XX and the terms within the Successor Memorandum of Understanding (MOU) reached by the City and Los Altos Police Association?

Summary:

- The current MOU between City of Los Altos & Los Altos Police Officer Association (LAPOA) will expire on June 30, 2023

City Manager

GE

Reviewed By:

City Attorney

JH

Finance Director

JE



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- Negotiations between the City and LAPOA representatives for a successor MOU commenced on December 1, 2022 and concluded on March 27, 2023
- Los Altos Police Officer Association (LAPOA) members have ratified the successor agreement
- The agreement provides for a five-year term expiring on June 30, 2028.

Staff Recommendation:

Staff recommends that the City Council approve Resolution 2023-XX and the terms outlined in the MOU (attachment 2) between City of Los Altos & Los Altos Police Officer Association, which includes a five (5) year agreement.

Purpose

The purpose of the recommended terms for a new five-year agreement expiring on June 30, 2028, with Los Altos Police Officer Association (LAPOA) is to ensure continuation of excellent public safety to the Los Altos Community.

Los Altos is a service organization. In order to be a high-performing agency the City must be able to attract, recruit, and retain competent and qualified employees to meet the demands and desires of the community. To achieve and maintain these high standards of service and performance, the City must employ personnel who exemplify our City's values. A public service environment that is attractive to such individuals depends upon many factors, including a positive culture, pride in the mission of the organization, teamwork and a collaborative work environment, a competitive total compensation program, and non-monetary benefits such as recognition in the workplace for accomplishments, professional development, and opportunities for promotion. The City is committed to becoming an employer of choice as part of an overall strategy of talent acquisition and development.

The proposed MOU will further the City's mission and is in line with the City Council's adopted Employee Total Compensation Philosophy.

Background

On June 30, 2023, the labor agreement between City of Los Altos & Los Altos Police Officer Association is set to expire. In preparation for the new labor agreement, representatives from the City and Los Altos Police Officer Association met and conferred in good faith to reach an agreement on a successor MOU for the City Council's approval.

The City of Los Altos and LAPOA initiated negotiations by identifying the overlapping interests and set the framework to reach an agreement that covered the areas of employee attraction, recruitment, retention, quality of life (physical, mental and financial wellness) and recognition for special skillsets.

As a result of identifying these shared interests, our negotiation process enabled negotiators to work together to find solutions or improvements to challenges in the focus areas identified. This framework



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offered a transparent, thoughtful negotiation that enabled both parties to make decisions around pay and working conditions that were in line with the City Council's adopted Employee Total Compensation Philosophy.

The parties successfully reached a tentative agreement on all terms and conditions of employment, which are included as attachment two (proposed MOU) in this report. LAPOA members met and successfully ratified the tentative agreement for a five-year MOU. Final approval of the successor MOU is now before the City Council for consideration.

Discussion/Analysis

The proposed labor agreement is being presented to the City Council for adoption with an understanding that this MOU offers benefits around employee total compensation as outlined in the Council adopted Employee Total Compensation Philosophy.

The agreed upon terms of this proposed MOU include two separate 5% base salary increases; career milestone lump sum payments that range from 2.5% to 5% based on prior years of public service; longevity pay for five (5) years of service; special assignment pays; and training focused on Anti-Bias Training and community policing.

The five-year term has a "look in" provision for compensation at the beginning of the fourth year of the agreement and can be re-opened for discussion of specific items at the beginning of year three and year four. Changes to the terms of the agreement during the "look in" provision and at the "re-open" periods are at the sole discretion of the City. Both parties will enter negotiations on future successor MOUs at the beginning of the fifth year of the agreement.

In summary, the proposed agreement is expected to correct or improve areas where the City has historically underperformed, and was designed to:

- Increase attraction and recruitment of Los Altos public safety personnel. These are areas where Los Altos has specifically found it difficult to attract and hire qualified, experienced personnel.
- Increase retention of public safety personnel. Public safety personnel often leave the City for other opportunities prior to being employed for five years, and regularly depart prior to three years of service. Currently, Los Altos invests heavily in training of officers, including paying to attend academies. Departures that happen this quickly result in a significant loss of funds put towards training and development.
- Provide annual, mandatory anti-bias and community policing training. The training will be selected by the Chief in consultation with the City Manager and all personnel covered by the MOU will be required to attend.



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- Increase specialty and/or on call pay in recognition of the training and expertise retained by Los Altos personnel including, use of force training, SWAT participation, and special assignments, such as Detective.

The successor agreement will take effect upon the City Council's adoption and the five-year term will expire on June 30, 2028.

Recommendation

Staff recommends that the City Council approve Resolution 2023-XX and the terms outlined in the MOU (attachment 2) between City of Los Altos & Los Altos Police Officer Association, which includes a five (5) year agreement.