



## CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

### **AGENDA ITEM**

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Report: Memorandum of Understanding (MOU) Between the City of Glendale and Glendale Management Association (GMA) on Behalf of Police Sworn Managers and Resolutions Addressing the Terms and Conditions of Said MOU, and Classification and Compensation of Affected City Employees

1. Resolution approving and adopting the Memorandum of Understanding between the City of Glendale and Glendale Management Association (GMA) - Police Sworn Managers commencing July 1, 2022 through June 30, 2024.
2. Resolution providing for the establishment of classification titles and compensation for employees covered by the Glendale Management Association Memorandum of Understanding and GMA-Exempt Classifications.
3. Resolution of Appropriation in the sum of \$125,655 to provide funding for the MOU agreement between the City and Glendale Management Association (GMA) - Police Sworn Managers for the fiscal year commencing July 1, 2022 through June 30, 2023.

### **COUNCIL ACTION**

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**Item Type:** Action Item

**Approved for** \_\_\_\_\_ October 11, 2022 **calendar**

### **EXECUTIVE SUMMARY**

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Starting in the summer of 2022, the City and Glendale Management Association (GMA)-Police Sworn Managers have been engaged in labor negotiations with the goal of coming to agreement on a successor Memorandum of Understanding (MOU). This unit covers sworn police managers holding the ranks of Police Lieutenant, Police Captain, and Assistant Police Chief (vacant). As the Council is aware, MOU agreements govern the wages, hours, terms and conditions of employment. The previous MOU between the City and GMA Police Sworn Managers expired on June 30, 2022.

Staff believes the proposed MOU agreement provides an appropriate balance of maintaining a fair and competitive compensation structure while maintaining fiscal responsibility.

## **COUNCIL PRIORITIES**

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The proposed MOU agreement is consistent with the City Council's priority of Fiscal Responsibility. The resulting multi-year agreement provides a fair and reasonable compensation package for affected employees while being fiscally responsible.

## **RECOMMENDATION**

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That the attached Resolutions and Memorandum of Understanding between the City of Glendale and Glendale Management Association (GMA) - Police Sworn Managers be approved as submitted. Additionally, that the attached Resolutions relating to the compensation of affected employees be approved as submitted.

## **BACKGROUND**

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The sworn management-level employees at the ranks of Police Lieutenant, Police Captain, and Assistant Police Chief (vacant) are represented by the Glendale Management Association (GMA), whose negotiations typically run concurrent to the underlying bargaining unit of GPOA. The City recently came to terms with the Glendale Police Officers' Association (GPOA) for a two-year Memorandum of Understanding (MOU) which will run through June of 2024, and was adopted by City Council on July 12, 2022.

In late summer, the City began negotiations with representatives of the GMA on behalf of Sworn Police Managers with the hopes of coming to agreement on a successor MOU, similar to the GPOA. The previous MOU was for a term of three years, which expired on June 30, 2022.

Over the course of the last couple of months, the parties met, engaged in good faith dialogue, and exchanged various proposals. The GMA Police Sworn Managers' priorities included modest, but reasonable compensation adjustments over multiple years, with the goal to maintain a competitive salary structure and ensure that compaction would not develop between the Sworn Police Managers and their underlying subordinates within the ranks of the GPOA. Another goal was to attract candidates internally to the managerial position of Police Lieutenant. The City's priorities continued to focus in general on economic stability, based on multi-year financial forecasts.

After several negotiation sessions, and the exchange of various proposals, the City and GMA Police Sworn Managers have come to terms on a series of agreed-upon proposals designed to meet the priorities and objectives set forth above, including maintaining parity with the underlying bargaining group in order to attract employees to promote to the management ranks of the Police Department.

If approved, the proposed two-year MOU agreement between the City and GMA Sworn Police Managers will run effective July 1, 2022 through June 30, 2024. Staff believes this tentative agreement to be a fair and reasonable compromise that addresses the priorities of both the City and the GMA – Sworn Police Managers.

More specifically, the proposed two-year agreement consists of the following key elements:

1. 2.0% Cost-of-Living Adjustment (COLA) effective the pay period that includes October 11, 2022, and a 2.5% COLA effective the first pay period that includes July 1, 2023;
2. Addition of a new top step (Step 7) effective July 1, 2023 in the amount of 4.5% above the existing step 6. *As is the current policy, employees advance through the salary steps at the rate of one step per year, based on their annual job performance evaluation. Thus, employees will advance gradually to the new seventh step over time, spreading the costs over several years;*
3. Effective upon MOU adoption, an increase in Education Pay (e.g. FBI Academy, Command College, Supervisory/Leadership Institute, etc.) by \$150/month;
4. Effective upon MOU adoption, an additional vacation leave accrual tier for employees with 20 years of service or more with a corresponding increase to the accrual limit (16.67 hours of vacation leave per month with an accrual limit of 800 hours); and
5. City matching deferred compensation contribution of up to \$200 per month effective July 1, 2023.

## **ANALYSIS**

The proposed MOU between the City and GMA Sworn Police Managers is provided as an attachment (Exhibit 1). The document highlights the changes that have been agreed to and the modifications being made to the expiring MOU.

The terms of the proposed MOU were put forth to the GMA Sworn Police Manager membership for a ratification vote and were approved by the membership.

Staff recommends City Council adoption of the proposed two-year MOU. As the terms of the MOU for GMA Sworn Police Managers are embedded in the broader GMA MOU, “clean-up” language for the MOU in its entirety is also included, such as the inclusion of GMA classifications approved by Council following the adoption of the last MOU.

Also included in this staff report is a Classification and Compensation Resolution which effectuates the proposed agreed-upon compensation adjustments for the GMA-represented employees.

If approved, the economic terms of the proposed MOU will take effect upon adoption of the MOU, for the November 3, 2022 pay date, with no retroactivity.

A Resolution of Appropriation is also included in this report setting aside funds during Fiscal Year 2022/2023 for this proposed MOU agreement.

## **STAKEHOLDERS/OUTREACH**

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N/A

## **FISCAL IMPACT**

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The primary costs of this proposed two-year agreement, as set forth in these Resolutions, are related to the compensation adjustments and the associated benefit load impacts spread over two years.

The year one cost of the Agreement is \$125,655, which was not included as a part of the FY 2022-23 budget. Therefore, staff is requesting for an appropriation of \$125,655 from the General Fund undesignated fund balance. The appropriation request is outlined below:

The breakdown below represents total compensation and benefits costs for each of the two years of the proposed City/GPOA MOU.

<b>Term</b>	<b>Fiscal Year</b>	<b>Cost</b>
Year One	2022/2023	\$125,655
Year Two	2023/2024	\$574,974
	<b>Total</b>	<b>\$700,629</b>

<b>Requesting Appropriation</b>				
<b>Amount</b>	<b>From (Account String)</b>	<b>To (Account String)</b>	<b>Funding Source</b>	
\$125,655	25300-1010-000	41100-1010-GPD-7000-P6301	General Fund	

## **ENVIRONMENTAL REVIEW (CEQA/NEPA)**

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This action is exempt from CEQA because there is no reasonable possibility it will have a significant impact on the environment.

## **CAMPAIGN DISCLOSURE**

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This item is exempt from campaign disclosure requirements.

## **ALTERNATIVES**

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Alternative 1: Approve Resolution as submitted.

Alternative 2: Not approve Resolution as submitted.

Alternative 3: The City Council may consider any other alternative not proposed by staff.

## **ADMINISTRATIVE ACTION**

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### **Prepared by:**

Aymee Martin, Assistant Director of Human Resources

**Approved by:**

Roubik R. Golanian, P.E., City Manager

**EXHIBITS/ATTACHMENTS**

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- 1) Text of proposed Memorandum of Understanding between the City of Glendale and Glendale Management Association (GMA) – Two-year agreement commencing July 1, 2022 through June 30, 2024.
- 2) Exhibit A – Classification and Compensation Resolution, which contains salary range amounts for classifications covered by the GMA bargaining group.