



Meeting Date: 7 / 18 / 2006

ACTION	TYPE OF ITEM
<input type="checkbox"/> Approved Recommendation	<input checked="" type="checkbox"/> Info/Consent
<input type="checkbox"/> Ord. No(s). _____	<input type="checkbox"/> Report
<input type="checkbox"/> Res. No(s). _____	<input type="checkbox"/> Public Hearing (Info/consent)
<input type="checkbox"/> Other _____	<input type="checkbox"/> Other _____

Prepared By: Rachel A. Shaw, Human Resources Director *RS* Agenda Item No. I-6

Reviewed By: City Manager *[Signature]* City Attorney *PK* Finance *[Signature]* Other (Specify) _____

DATE: July 12, 2006

TO: City Council

FROM: Rachel A. Shaw, Director *Rshaw*
Human Resources Department

SUBJECT: Memorandum of Understanding with the Oxnard Public Safety Management Employees Association - Police Unit.

RECOMMENDATION

That City Council:

1. Ratify a Memorandum of Understanding (MOU) between the City and the Oxnard Public Safety Management Employees Association – Police Unit (OPSMEA-Police), commencing July 1, 2006, and expiring on June 30, 2007.
2. Adopt a resolution implementing the MOU.
3. Authorize the City Manager to transfer funds between accounts, in the amounts to be determined, to implement the terms and conditions of the MOU.

DISCUSSION

Authorized representatives of the City Manager and OPSMEA-Police have negotiated and agreed upon wages, hours, and other terms and conditions of employment for City employees occupying classifications represented by OPSMEA-Police (OPSMEA-Police employees).

If approved, the MOU will provide the following changes in wages, hours and other terms and conditions of employment:

- The new MOU shall be effective July 1, 2006, and shall remain in full force and effect through June 30, 2007.
- Effective July 1, 2006, base wages of OPSMEA-Police employees will be increased by 5.3%.

Memo to City Council
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FINANCIAL IMPACT

For the fiscal year 2006 - 2007 the cost of the MOU is approximately \$127,200. These funds were originally budgeted in the Fiscal Year 2005-2006 salary adjustment reserve, and have been carried forward as a reserve in Fiscal Year 2006 - 2007. For future actions, staff will ask the City Council for an appropriation from the Operating Reserve for salary adjustments.

(RAS/ds)

Attachment #1 - Resolution Approving Memorandum of Understanding
#2 - Memorandum of Understanding with OPSMEA-Police.

Note: Copies of Attachments have been provided to the City Council and to the City Clerk. Copies are available for review at the Circulation Desk in the Library after 6:00 p.m. on the Thursday prior to the Council meeting and at the City Clerk's Office after 8:00 a.m. on Monday.

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CITY COUNCIL OF THE CITY OF OXNARD

RESOLUTION NO. _____

A RESOLUTION RATIFYING A MEMORANDUM OF UNDERSTANDING FOR
EMPLOYEES OCCUPYING CLASSIFICATIONS REPRESENTED BY THE OXNARD
PUBLIC SAFETY MANAGEMENT EMPLOYEES ASSOCIATION-POLICE UNIT.

WHEREAS, the City Manager has submitted for the consideration of the City Council of the City of Oxnard the recommended Memorandum of Understanding with the Oxnard Public Safety Management Employees Association – Police Unit (OPSMEA-Police); and

WHEREAS, the Memorandum of Understanding contains negotiated and agreed upon adjustments to wages, hours, and terms and conditions of employment for employees occupying classifications represented by the OPSMEA-Police; and

WHEREAS; the City Council has carefully reviewed the Memorandum of Understanding and finds that the approval and implementation of the Memorandum of Understanding is desirable in the interests of maintaining efficient municipal operations.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF OXNARD resolves as follows:

That the Memorandum of Understanding between the City and OPSMEA-Police is ratified and staff is directed to perform all acts necessary to implement its terms.

PASSED AND ADOPTED this 18th day of July, 2006 by the following vote:

AYES:

NOES:

ABSENT:

Dr. Thomas Holden, Mayor

ATTEST:

Daniel Martinez, City Clerk

APPROVED TO FORM:

Gary L. Gillig 07-10-06

Gary L. Gillig, City Attorney

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ATTACHMENT NO. 1
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*MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF OXNARD AND THE
OXNARD PUBLIC SAFETY MANAGEMENT EMPLOYEES' ASSOCIATION
A RECOGNIZED EMPLOYEE ORGANIZATION
(POLICE UNIT)*

This Memorandum of Understanding (MOU) is entered into with reference to the following facts:

- A. The Oxnard Public Safety Management Employees' Association (Association) is the recognized majority representative of the employees occupying classifications in the Police Management Unit (Unit) consisting of classifications of Police Commander and Assistant Police Chief ; and
- B. The authorized representatives of the City of Oxnard (City) and the Association have met and conferred in good faith concerning wages, hours and other terms and conditions of employment of Unit employees; and
- C. The authorized representatives of City and the Association have reached an agreement as to wages, hours and other terms and conditions of employment of the employees represented by the Association, which shall be submitted to the City Council for its determination. The implementation of this MOU shall be by action of the City Council or City Manager by appropriate ordinance, resolution or other directives.
- D. The MOU supersedes any and all prior agreements or MOUs entered into between City and, the Association, on behalf of the Unit.

THEREFORE, the City and the Association agree that upon implementation by the City Council and/or City Manager, the wages, hours and other terms and conditions of employment for Unit employees shall be as follows:

A. Terms

- 1. The term of the MOU shall commence July 1, 2006, and shall expire June 30, 2007.
- 2. The City and the Association agree to meet and confer upon request of either the City or the Association on staff-recommended changes to the City of Oxnard Personnel Rules and Regulations which are within the statutorily required scope of negotiations as defined in California Government Code section 3504.
- 3. The City shall continue to contribute \$16.00 per month per Unit employee toward the

payment of the premiums under the City's health insurance program on behalf of each eligible Unit employee and, to the extent required by law, each eligible retiree.

4. The City shall continue to pay 100 percent of the premiums for employee-only coverage under the existing level of benefits for life and long-term disability insurance for Unit employees.
5. The City shall continue to pay \$160.06 biweekly for each Unit employee as City's contribution toward City's Health and Dental Insurance Reimbursement Program (Cafeteria Program) for Unit employees (includes \$129.23 for medical and \$30.83 for dental).
6. The City shall continue, in accordance with the provisions of California Government Code section 20636(c)(4), to report as special compensation the full monetary value of customary contributions paid to the Public Employees Retirement System (PERS) by the City on behalf of Unit employees pursuant to California Government Code section 20691, which equals nine percent (9%) of the compensation earned by a Unit employee and, as such, shall be included in the compensation earned by a Unit employee that is reported to PERS by the City for the purpose of calculating required retirement contributions and retirement benefits.
7. The City shall continue to contribute one (1%) percent of a Unit employees' base wages to a deferred compensation plan on behalf of each Unit employee. Employees are responsible to enroll in a deferred compensation program and contribute at least one percent (1%) of their base wages to be eligible to receive this contribution. Employees not enrolled shall not receive any City contribution to deferred compensation.
8. The City shall discontinue the set-aside pool of funds totaling four and one quarter percent (4.25%) of Unit employees annual base wages, PERS contributions, FICA contributions, and workers' compensation. Effective July 1, 2006, the City shall allocate this pool of funds into base wages and thus all Unit employees shall have their base wages increased by four and one quarter percent (4.25%). Additionally, the salary ranges for the Unit employees classifications shall be increased by four and one quarter percent (4.25%).
9. Based upon the semiannual evaluation of performance by the Police Chief, a Unit employee may be awarded up to one day off every six months for outstanding performance. This leave is in addition to administrative leave which is available as set forth in the City of Oxnard Administrative Manual.
 - a. Performance leave time awarded and not used by the Unit employee within the six-month period following the award of the performance leave is forfeited and may not be accumulated or carried forwarded. Eligibility for

such performance leave shall be determined by the Police Chief and submitted to the City Manager on a semiannual basis.

- b. The City Manager shall prepare a certificate acknowledging the performance day off and present it to the Unit employee. The Unit employee shall redeem performance leave days by attaching the certificate to the employee's timesheet. The timesheet shall record the time off as regular hours worked.
10. A Unit employee may establish a Reserve Leave Fund (RLF). The Unit employee may accumulate up to 1560 hours in the RLF of paid leave for severance, sabbatical, or other extended leave purposes. A Unit employee will have the opportunity, on a periodic basis, to transfer leave hours which have already been accumulated into the RLF subject to guidelines established by the City Manager. This benefit does not grant additional paid leave time over and above that already earned by the Unit employee but rather allows the employee to preserve hours for long-range planning and use.
11. Unit employees occupying the classifications of Police Commander and Assistant Chief of Police, as defined in Government Code section 20425, shall continue to be covered by the 3% at age 50 retirement formula set forth in California Government Code section 213622.2.
12.
 - a. After five regular full-time years of service, a Unit employee may redeem up to forty hours of annual leave pay once during each calendar year. After ten regular full-time years of service, a Unit employee may redeem up to eighty hours of annual leave for pay once during each calendar year. After fifteen regular full-time years of service, a Unit employee may redeem up to one hundred twenty hours of annual leave for pay once during each calendar year. All requests for redemption must be made by the Unit employee in writing on a City form, and submitted to the General Accounting Division (payroll) during the month of July or the month of December.
 - b. Upon implementation of the Thrift Plan described in Section 17 of this MOU, Unit employees will have the option of either redeeming accrued annual leave for cash, or placing the monetary equivalent value of the redeemed annual leave into the Thrift Plan.
13. The City and the Association agree to continue the Physical Fitness and Wellness Program (Program) to be developed by a committee comprised of representatives of the Oxnard Fire Department and Oxnard Police Department. Participation in the Program by Unit

employees shall be voluntary. Each Unit Employee shall be eligible for Wellness Reimbursement in accordance with the Administrative Manual Section E-19.

14. The City and the Association agree to continue the Drug and Alcohol Testing Program developed with the Association with respect to Unit employees.
15. All Unit employees hired subsequent to the ratification of this MOU shall be required to sign a "Statement of Acceptance" and refrain from using tobacco products as a term and condition of employment and of continued employment. Prior to ratification of this MOU, all Unit employees shall refrain from using tobacco products while on-duty or on City premises. The term on-duty shall be interpreted to mean the hours the Unit employee is working. These hours will be inclusive of breaks and eating periods, irrespective of whether the Unit employee is compensated for such periods. Violation of the Non-Tobacco Use Policy set forth herein may be the basis for progressive disciplinary action if subsequent violations occur within one year of a prior offense.
16.
 - a. If a Police Commander is assigned to Patrol Watch Commander responsibilities and works such assignment during the week a City recognized holiday occurs, City shall compensate the Police Commander with eight (8) hours of reserve leave for each such holiday.
 - b. The annual recurring occasions which shall be observed as City holidays for the Unit employees are as follows:

New Year's Day (January 1 st)	Independence Day (July 4 th)
Martin Luther King, Jr. Day (3 rd Monday in January)	Labor Day (1 st Monday in September)
Presidents' Day (3 rd Monday in February)	Veterans' Day (November 11 th)
Cesar Chavez Birthday (March 31 st)	Thanksgiving Day (4 th Thursday in November)
Memorial Day (Last Monday in May)	Christmas Day (December 25 th)
17. Unit employees shall be eligible to direct accrued annual leave, and/or reserve leave to the City of Oxnard Employees Thrift Plan (Thrift Plan).
 - a. In addition to the limits established in Section 12 of this MOU, Unit employees shall be eligible to transfer accumulated leave from their RLF to the Thrift Plan.
 - b. Except upon separation from the City, the total number of hours an Unit employee shall be eligible to transfer to the Thrift Plan, either by transferring hours described in Section 12 of this MOU, or from their RLF, shall be limited to the following:

First Calendar Year After Ratification of MOU 500 hours
Each Year Thereafter 280 hours

- c. The maximum number of hours an Unit employee shall be eligible to accumulate in a RLF shall be reduced by the number of hours transferred to the Thrift Plan from RLF.

B. Wages for Fiscal Year 2006-2007

18. The City has agreed that effective July 1, 2006, base wages of Unit employees shall be increased by five and three tenths percent (5.3%).

DATED: July 10, 2006

FOR THE OXNARD PUBLIC SAFETY
MANAGEMENT EMPLOYEES'
ASSOCIATION - POLICE



Steven Blanchard, Commander



Tom Chronister, Commander

FOR THE CITY OF OXNARD



Rachel A. Shaw, Human Resources
Director



Dennis Scala, Management Analyst III