

Agenda Report

April 14, 2003

TO: City Council

FROM: City Manager

RE: Approval of the Memorandum of Understanding Between the City of Pasadena and the Pasadena Association of Clerical and Technical Employees for the Term of October 1, 2002 through September 30, 2005

RECOMMENDATION:

It is recommended that the City Council approve a successor Memorandum of Understanding between the City of Pasadena and the Pasadena Association of Clerical and Technical Employees (PACTE/LIUNA) for the period October 1, 2002 through September 30, 2005, and approve a journal voucher allocating funds from the Personnel Reserves as appropriate.

BACKGROUND:

The City and representatives of PACTE/LIUNA met and conferred in good faith and the PACTE/LIUNA membership has ratified the tentative agreement reached by the parties. Economic adjustments include the following:

1. Salary Adjustment: Effective October 1, 2002, the salary ranges for all bargaining unit classifications shall be increased by 3.5%. Effective October 6, 2003, the salary ranges for all bargaining unit classifications shall be increased by an additional 3.5%. Effective October 4, 2004, the salary ranges for all bargaining unit classifications shall be increased by an additional 3.5%.
2. Salary Equity Adjustment: Effective October 1, 2002, the salary ranges for the classifications of Housing Assistant I, II, III and IV shall be increased by 8.5%. Effective October 6, 2003, the salary ranges for the classifications of Housing Assistant I, II, III and IV shall be increased by an additional 8.5%.

3. Health Insurance: Effective January 1, 2003, the City's contribution to the Employee Option Benefit Fund (EOBF) shall be increased to \$622.16 per month. Effective January 1, 2004, the City's contribution to the EOBF shall be increased by 75% of the average dollar increase of the family coverage rates of the plans offered. Effective the first payroll period following adoption of this MOU by the City Council, the current cap of \$352 per month that employees may place in Deferred Compensation accounts shall be removed.
 4. Post-Retiree Medical Fund: Effective the first payroll period following adoption of this MOU by the City Council, each bargaining unit employee shall contribute \$10 per month, per employee, to a Union-sponsored post-retirement medical fund. Such contributions shall be deducted from the October 1, 2002 general salary increase of 3.5%. Effective October 6, 2003, each employee shall contribute an additional \$15 per month, per employee, to the post-retirement medical fund, from the October 6, 2003 general salary increase. Effective October 4, 2004, each employee shall contribute an additional \$15 per month, per employee, to the post-retirement medical fund, from the October 4, 2004 general salary increase.
 5. Certification Pay: Effective the first payroll period following adoption of this MOU by the City Council, employees in the classification of Police Specialist VI who possess Level II Crime Scene Analysis Certification from the International Association of Identification (IAI) shall receive an additional \$100 per month. Employees in the classification of Police Specialist VI who possess Level III B Senior Crime Scene Analysis Certification from the IAI shall receive an additional \$200 per month. Employees possessing both Level II and Level III B Certifications shall receive the higher of the two certification pays.
 6. Leave Time for Part-Time Employees: Effective the first payroll period following adoption of this MOU by the City Council, part-time employees working 20 or more hours a weeks shall accrue vacation, sick leave and holiday time on a pro-rata basis (e.g., employees working 20 hours per week shall receive 50% of full-time leave accruals; employees working 30 hours per week shall receive 75% of full-time leave accruals).
 7. Jury Leave for Part-Time Employees: Effective the first payroll period following adoptions of this MOU by the City Council, there will be no reduction in pay for part-time employees required to serve jury duty.
 8. Service Credit for Unused Sick Leave: Upon agreement of all Miscellaneous (i.e., non-safety) bargaining units, the City shall amend its contract with the Public Employees Retirement System to provide service credit for unused sick leave upon retirement.
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FISCAL IMPACT:

The fiscal impact of the implementation of this MOU between the City of Pasadena and the PACTE/LIUNA is estimated to be \$854,031 for FY 2003, \$643,420 for FY 2004, and \$648,328 for FY 2005, including salary and related benefit costs. Sufficient funds are available in the Personnel Reserve Fund.

Respectfully Submitted,



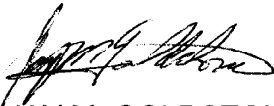
CYNTHIA J. KURTZ
City Manager

Prepared by:



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Concur:



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