

Agenda Report

DATE: July 24, 2006

TO: City Council

FROM: City Manager

RE: APPROVAL OF THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF PASADENA AND THE PASADENA ASSOCIATION OF CLERICAL & TECHNICAL EMPLOYEES FOR A THREE YEAR TERM COVERING THE PERIOD OCTOBER 1, 2005 THROUGH SEPTEMBER 30, 2008.

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 & Technical Employees for a 3-year term covering the period October 1, 2005 through September 30, 2008; and approve a journal voucher allocating funds from the General Fund Personnel Reserve as may be necessary.

BACKGROUND

The City and representatives of Pasadena Association of Clerical & Technical Employees negotiated in good faith and have reached tentative agreement on a successor Memorandum of Understanding. On July 3, 2006, the Pasadena Association of Clerical & Technical Employees membership ratified the tentative agreement reached by the parties. Economic adjustments and significant changes to the Memorandum of Understanding include the following:

1. Salaries: Effective October 3, 2005, the salary control rates for all bargaining unit classifications shall be increased by 4.0%; effective October 2, 2006, control rates shall be increased by 3.0%; effective October 1, 2007, control rates shall be increased by 2.5%.
2. Training Duty: Effective August 21, 2006, increase training duty pay from \$1.00 per hour to \$1.50 per hour for employees classified as Police Specialist V, who are assigned by management to perform training duties.

3. Shift Differential: Effective January 8, 2007, increase the swing shift and graveyard shift differential pay from \$1.40 per hour to \$1.50 per hour for employees who work six hours or more between 3:00 p.m. and 8:00 a.m.
4. Court Appearance Pay: Increase the minimum number of hours from 2 hours to 3 hours for which employees shall be compensated when they are required to be present in court or administrative hearing, in connection with the performance of their duties, on their scheduled day off. Also, provide that employees shall receive a minimum total of six (6) hours at the appropriate rate when they are required to be present at both the morning and afternoon sessions of the court.
5. Sick Leave: Effective January 1, 2007, increase the maximum number of sick leave hours that employees may accumulate from 720 hours to 960 hours.
6. Bereavement Leave: Add registered domestic partner and grandchild to the definition of immediate family member.
7. Health Contribution: Effective January 1, 2006, increase the City's contribution to the Employee Option Benefit Fund to \$797.00 per month.
8. Tuition Reimbursement: Effective January 1, 2007, increase the amount of tuition reimbursement that regular employees in this bargaining unit are eligible to receive to \$750 per calendar year.
9. Probation: Effective September 1, 2006, increase the length of the probationary period from 12 months to 18 months for employees who are appointed to positions in the class of Police Specialist V.
10. Holidays: Increase the floating holiday from 8 hours to the actual number of hours which comprise the employee's regular work day.

FISCAL IMPACT

The FY 2007 fiscal impact of the implementation of this Memorandum of Understanding between the City of Pasadena and Pasadena Association of Clerical & Technical Employees is estimated to be approximately \$652,581; and \$1,893,987 for the entire three year term of the contract, including salary and related benefit costs.

Funding for anticipated salary increases was included in the FY 2007 operating budget.

Respectfully Submitted,



CYNTHIA J. KURTZ

City Manager

Prepared by:



ARTHUR CHAVEZ

Human Resources Manager

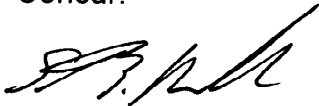
Approved by:



KARYN S. EZELL

Director of Human Resources

Concur:



STEVE MERMELL

Acting Director of Finance