



315

OFFICE OF  
LABOR RELATIONS

DEE CONTRERAS  
DIRECTOR

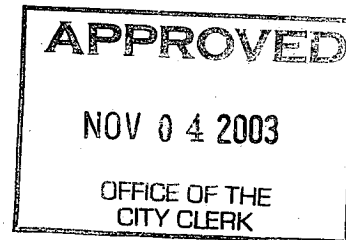
CITY OF SACRAMENTO  
CALIFORNIA

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SACRAMENTO, CA  
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October 24, 2003

City Council  
Sacramento, California



Honorable Members in Session:

**SUBJECT: Addendum #1 to the 2001 - 2005 Police Department Agreement**

**LOCATION/COUNCIL DISTRICT: All**

**RECOMMENDATION:** It is recommended that the City Council approve the attached Resolutions adopting Addendum #1 to the 2001-2005 Police Department Agreement covering the increase in SPOA release time and amending the Employer-Employee Relations Policy to remove the classification of Police Lieutenant from the Police Department Unit into the Unrepresented Exempt Management Unit.

**CONTACT PERSON:** Dee Contreras, Director of Labor Relations, 808-5424

**FOR COUNCIL MEETING OF:** November 4, 2003 (afternoon)

**SUMMARY:** The City of Sacramento and the Sacramento Police Officers Association have reached tentative agreement on Addendum #1 which amends the Police Department Unit by providing for increased SPOA release time from 200

hours per month to 400 hours per month limited to activities within the scope of representation, and the removal of the Police Lieutenants from the Unit to the Unrepresented Exempt Management Unit.

**COMMITTEE/COMMISSION ACTION:** None

**BACKGROUND INFORMATION:** The Classification of Police Lieutenant has, over time, grown from that of second level supervisor with limited responsibilities to a first level management classification with increased responsibility and scope of authority. With this change, it is in the best interest of the lieutenants, the City and the SPOA to make the change to unrepresented management which allows the Police Department greater flexibility and accountability for the scope of work handled by these officers. In addition, as the number of critical incidents for police has increased the SPOA representation needs have grown. To address these in a timely and effective manner, increased time is indicated and therefore has been approved in the Addendum. Additional controls on use have been included to insure that the time is properly managed.

**FINANCIAL CONSIDERATIONS:** The fiscal impact, due to moving Police Lieutenants from a represented group (SPOA) to the Unrepresented Exempt Management Unit, includes both costs and savings with a net cost to the General Fund of \$134,500. This net cost will be absorbed by the Police Department budget which is \$97 Million in FY2004.

Savings from this recommendation include \$135,000 in estimated overtime and \$108,000 in Holiday payoff, for a total of \$243,000. These are costs that Unrepresented Exempt Management employees are not eligible for. New costs include \$55,000 for on-going fleet costs when new vehicles are purchased for the lieutenants; \$80,500 in 401 Plan contributions; and \$242,000 in base salary adjustments. These salary adjustments are an offset for the loss of overtime and holiday pay that lieutenants currently earn. In addition to these adjustments, there is a one-time expense for new vehicles of \$300,000 that will be funded through a Police Department grant.

**ENVIRONMENTAL CONSIDERATIONS:** Not applicable

**POLICY CONSIDERATIONS:** This action is consistent with the City labor relations policy encouraging positive labor relations and with the management

need to have the executive management team of the department in the Exempt Management Unit.

**ESBD CONSIDERATIONS:** Not applicable

Respectfully Submitted,



DEE CONTRERAS  
Director of Labor Relations

Recommendation Approved:



KEN NISHIMOTO  
Deputy City Manager

Recommendation Approved:



ROBERT P. THOMAS  
City Manager

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**ADDENDUM #1  
TO  
AGREEMENT  
BETWEEN THE  
CITY OF SACRAMENTO  
AND**

**SACRAMENTO POLICE OFFICERS ASSOCIATION**

**2001 - 2005**

*not a City  
Agreement,  
filed in the  
office of Labor  
Relations  
11/6/03  
JH*

This Addendum is to the Agreement entered into between the City of Sacramento and the Sacramento Police Officers Association on June 29, 2001, covering employees in the Police Department Unit.

The purpose of the Addendum is to amend Section 3.3(a), SPOA Time, of the Agreement and to remove the classification of Police Lieutenant from the Unit and to place it in the Unrepresented Exempt Management Unit pursuant to the Employer-Employee Relations Policy.

The parties therefore agree to amend the Agreement, effective December 1, 2003, as follows:

1. Amend Section 3.3(a) to read as follows:

**3.3 SPOA TIME**

a. Hours Allowed and Credited The City shall allow a maximum of four hundred (400) hours per month to the SPOA representation unit for the purpose of conducting grievance representation and activities within the scope of its duties and responsibilities as bargaining representative of the subject Unit. Such hours shall not be used for political action and lobbying activities. It is further agreed that the hours allowed are maximum hours and the SPOA agrees they will use their total efficiently in an effort to prevent attaining such hours. The City will provide a monthly accounting of such hours.

Appropriate procedures will be continued to assure both the City and the SPOA that they have up-to-date information so that in the event there are abuses of this privilege, appropriate action may be immediately

taken by the City and the SPOA. In the event special meetings are called by the City or an SPOA representative is requested to engage in such activity by the City, such time shall not be charged against total allowable SPOA hours.

...

2. Effective November 29, 2003, amend the Employer-Employee Relations Policy to remove the classification of Police Lieutenant from Unit 02, Police Department Unit, to Unit 01, Unrepresented Exempt Management.

DATED: October 24, 2003

SACRAMENTO POLICE OFFICERS  
ASSOCIATION

CITY OF SACRAMENTO

By: David E. Topaz  
David Topaz  
President

By: Dee Contreras  
Dee Contreras  
Director of Labor Relations

*(See signed document enclosed.)*

**ADDENDUM #1  
TO  
AGREEMENT  
BETWEEN THE  
CITY OF SACRAMENTO  
AND  
SACRAMENTO POLICE OFFICERS ASSOCIATION  
2001 - 2005**

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ASSOCIATION

CITY OF SACRAMENTO

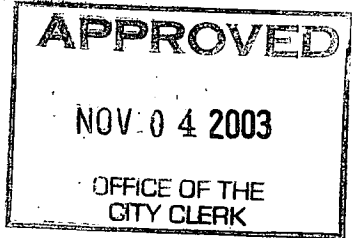
By: \_\_\_\_\_  
David Topaz  
President

By: Dee Contreras  
Dee Contreras  
Director of Labor Relations

**RESOLUTION NO. 2003-770**

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF \_\_\_\_\_



**A RESOLUTION ADOPTING ADDENDUM #1  
TO THE 2001 - 2005 AGREEMENT WITH THE  
SACRAMENTO POLICE OFFICERS ASSOCIATION  
COVERING EMPLOYEES IN THE POLICE DEPARTMENT UNIT**

WHEREAS, this Council pursuant to California Government Code Section 3500, et. seq., enacted by resolution an employer-employee relations policy; and,

WHEREAS, under the terms of that policy, the representatives of the City Manager have met and conferred with representatives of the Sacramento Police Officers Association, the recognized employee organization for employees in the Police Department Unit as designated in said policy; and,

WHEREAS, the parties have entered into an Addendum #1 to the 2001 - 2005 Agreement covering employees in the Police Department Unit relating to SPOA release time hours and use, and the removal of the classification of Police Lieutenant from the Police Department Unit to the Unrepresented Exempt Management Unit 01 as reflected by the written Addendum entered into by them on October 22, 2003; and,

WHEREAS, this Council finds that the provisions and agreements contained in this Addendum are fair and proper and in the best interests of the City of Sacramento;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO, that it adopt in full the terms and conditions contained in said Addendum.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

**FOR CITY CLERK USE ONLY**

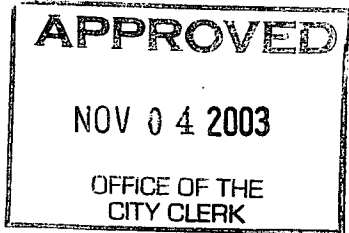
RESOLUTION NO.: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_

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**RESOLUTION NO. 2003-771**



ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF \_\_\_\_\_

**A RESOLUTION AMENDING RESOLUTION No. 97-400  
ADOPTED JULY 1, 1997 RELATING TO SALARY SCHEDULES,  
EMPLOYER-EMPLOYEE RELATIONS POLICY, AND  
DESIGNATION OF EXEMPT JOB CLASSIFICATIONS**

WHEREAS, this Council pursuant to California Government Code Section 3500, et. seq., enacted by resolution an employer-employee relations policy; and,

WHEREAS, under the terms of that policy, the representatives of the City Manager have met and conferred with representatives of the Sacramento Police Officers Association, the recognized employee organization for employees in the Police Department Unit as designated in said policy; and,

WHEREAS, the parties have entered into an Addendum #1 to the 2001 - 2005 Agreement covering employees in the Police Department Unit relating to the removal of the classification of Police Lieutenant from the Police Department Unit to the Unrepresented Exempt Management Unit 01 as reflected by the written Addendum entered into by them on October 22, 2003; and,

WHEREAS, this Council finds that the provisions and agreements contained in this Addendum are fair and proper and in the best interests of the City of Sacramento;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO, that it amend Resolution 97-400 as contained in said Addendum.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

**FOR CITY CLERK USE ONLY**

RESOLUTION NO.: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_