Council Meeting: December 3, 2013

SUBJECT: Amendment to the Schedule of Pay of the Salary Resolution: Salary Adjustment for Pay Plan Category C (applies to Classified Public Safety Officers and Lieutenants) and Pay Plan Category D/E (applies to Public Safety Captains and Public Safety Deputy Chiefs).

BACKGROUND
The 2006-2015 Memorandum of Understanding (MOU) with the Public Safety Officers’ Association (PSOA) provides for salary adjustments for Public Safety Officers and Public Safety Lieutenants. Adjustments are to be based on the market survey data of total compensation for 12 Bay Area cities and require that the City “provide such increase as needed to adjust the wages of the Public Safety Officers and Public Safety Lieutenants eleven percent (11%) above’ the survey average of the top eight agencies.

The July 1, 2013 through June 30, 2015 MOU with the Public Safety Managers’ Association (PSMA) states that Public Safety Captains and Public Safety Deputy Chiefs are to receive the same percentage of salary increase as the Public Safety Lieutenant classification on the same effective date as the Public Safety Lieutenant and retroactive, if applicable.

EXISTING POLICY
The proposed increases are in accordance with the provisions of the current MOU between the City of Sunnyvale and the PSOA and current MOU between the City of Sunnyvale and the PSMA.

CEQA REVIEW
N/A

DISCUSSION
As noted, when the current MOU was adopted, the previous MOUs with the PSOA established a wage formula based upon an annual market survey of total compensation for 12 Bay Area cities. The formula provides for total compensation for Sunnyvale classifications to be 11 percent above the survey average of the top eight surveyed agencies. Pursuant to the current MOU, the same methodology was used for this year’s survey.

Based on the results of this year’s survey, it is recommended that the Pay Plan Category C and D/E of the Schedule of Pay of the Salary Resolution be
amended to reflect the new pay rates for the following classifications, increased by the indicated percentages, effective retroactive to July 7, 2013: 1.86 percent Public Safety Officer II, 1.68 percent Public Safety Lieutenant, 1.68 percent for Public Safety Captains and Public Safety Deputy Chiefs. Pursuant to the Salary Resolution, the classification of Public Safety Officer-in-Training is set at 10 percent below Public Safety Officer II. The classification of Public Safety Officer I is set at five percent above Public Safety Officer-in-Training.

**FISCAL IMPACT**
The FY 2013/14 Adopted Budget included a 2 percent increase for all sworn personnel. Because the survey resulted in actual increases less than budgeted, the General Fund will realize approximately $100,000 in savings in the current year and approximately $3.4 million over 20 years. The 20 year number assumes all future increases come in as budgeted.

**PUBLIC CONTACT**
Public contact was made by posting the Council agenda on the City’s official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's Web site.

**RECOMMENDATION**
Staff recommends City Council amend Pay Plan Category C and D/E of the Schedule of Pay of the Salary Resolution to reflect the new pay rates, effective retroactive to July 7, 2013.

Reviewed by:

Teri Silva, Director of Human Resources
Prepared by:  Allison Suggs, Human Resources Manager

Reviewed by:

Grace K Leung, Director of Finance

Approved by:

Gary M. Luebbers
City Manager
**Attachments**

A. 10/15/13 PSOA Total Compensation Survey – Public Safety Officer  
B. 10/15/13 PSOA Total Compensation Survey – Public Safety Lieutenant  
C. Resolution for Pay Plan Category C with Exhibit A (Salary Schedule)  
D. Resolution for Pay Plan Category D/E (Public Safety Captains and Public Safety Deputy Chiefs) with Exhibit A (Salary Schedule)
Current monthly top step salary: $10,000.44

All costs shown in the array represent the maximum monthly agency costs or contributions for the respective benefit.

<table>
<thead>
<tr>
<th>City</th>
<th>MOU Dates</th>
<th>Month(s)</th>
<th>Salary Change</th>
<th>Effective Date</th>
<th>Base Salary</th>
<th>City Paid PERS</th>
<th>E E PERS</th>
<th>% Rate</th>
<th>EE PERS %</th>
<th>E PERS</th>
<th>E PERS $</th>
<th>Medical</th>
<th>FAP</th>
<th>Dental</th>
<th>Life</th>
<th>LTD</th>
<th>Uniform Allowance</th>
<th>Total Benefit Pay</th>
<th>Benefit Pay</th>
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<td>July</td>
<td>07/08/12</td>
<td>10,000.44</td>
<td>900.04</td>
<td>909.00</td>
<td>777.61</td>
<td>1.77%</td>
<td>177.61</td>
<td>515.00</td>
<td>in med 140.55</td>
<td>16.58</td>
<td>190.00</td>
<td>26.00</td>
<td>b)</td>
<td>1,794.17</td>
<td>11,794.61</td>
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<td>07/09/13</td>
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<td>916.86</td>
<td>924.00</td>
<td>780.31</td>
<td>1.77%</td>
<td>180.31</td>
<td>515.00</td>
<td>in med 140.55</td>
<td>16.85</td>
<td>190.00</td>
<td>26.00</td>
<td>b)</td>
<td>1,814.51</td>
<td>12,000.27</td>
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<td>285.32</td>
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<td>4.00%</td>
<td></td>
<td>1,609.71</td>
<td>193.34</td>
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<td>9,371.77</td>
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<td>5/19/2012</td>
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<td>220.88</td>
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<td>0.00</td>
<td>20.03</td>
<td>1.36%</td>
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<td>96.72</td>
<td>56.25</td>
<td>1,414.83</td>
<td>19,914.70</td>
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<td>1,820.31</td>
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<td>10,314.76</td>
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<td>7/1/2010</td>
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<td>5.46</td>
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<td>193.82</td>
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<td>n/a</td>
<td>36.67</td>
<td>2,069.76</td>
<td>10,634.84</td>
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<td>1.82%</td>
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<td>1,738.44</td>
<td>194.88</td>
<td>6.50</td>
<td>19.30</td>
<td>112.50</td>
<td>2,973.64</td>
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<td>11,293.80</td>
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<tr>
<td>Richmond</td>
<td>07/01/08-06/30/13</td>
<td>January</td>
<td>1/1/2013</td>
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<td>0.00</td>
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<td>3.83%</td>
<td></td>
<td>1,738.44</td>
<td>122.46</td>
<td>14.50</td>
<td>25.00</td>
<td>66.67</td>
<td>1,970.90</td>
<td>10,730.90</td>
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<td>San Leandro</td>
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<td>Annualized</td>
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<td></td>
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<td>n/a</td>
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<td>2,256.44</td>
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<tr>
<td>San Mateo</td>
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<td>July</td>
<td>7/7/2013</td>
<td>8,485</td>
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<td>0.00</td>
<td>2.15</td>
<td>2.15%</td>
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<td>1,651.28</td>
<td>142.78</td>
<td>8.85</td>
<td>0.00</td>
<td>70.83</td>
<td>1,875.89</td>
<td>10,360.89</td>
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<tr>
<td>Santa Clara</td>
<td>12/22/12-12/12/14</td>
<td>December</td>
<td>12/27/2009</td>
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<td>0.00</td>
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<td>1.15%</td>
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<td>1,132.30</td>
<td>5.85</td>
<td>50.00</td>
<td>1,189.30</td>
<td>11,477.30</td>
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<td></td>
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</tr>
</tbody>
</table>

Notes:

a) Amount to be used per MOU.
b) PERShare eligible, not actually paid.

Alameda - no wage increases in 2012 and 2013; 1/1/14 based upon BRI from fiscal year 2012-2013 (min. 1.5%; max. 4%)
Concord - contract extended through 6/30/14 with no salary increases scheduled
Fremont - effective 6/30/13 - realized the 4.25% salary reduction realized in July 2011
Richmond - contracted expired 6/30/13; currently in negotiations
Hayward - no salary increase 7/1/11 - 7/1/13 due to budget shortfall.
Milpitas contract expired 12/31/12; currently in negotiations
Mountain View - salary increase 7/1/13 - 3.2%
Palo Alto - Effective 5/19/12 - 1.33% pay decrease
San Jose - effective 6/26/11 salary range decreased by approximately 10%; contract exp. 6/30/13, in negotiations
San Leandro - 4% salary increase effective 1/1/14
San Mateo - new contract - employees now pay 9% PERS and City now pays 99% of lowest cost HMO
Santa Clara - no increase on 12/23/12

Salary Calculation Methodology per MOU:

<table>
<thead>
<tr>
<th>MOU Section</th>
<th>Sunnyvale Current Total Compensation</th>
<th>10.4.6</th>
<th>Average Total Compensation (excludes Sunnyvale and four lowest cities *)</th>
<th>10.6.3</th>
<th>Average Total Compensation + 11%</th>
<th>10.6.6</th>
<th>Dollar difference between 10.6.5 and 10.6.6: 206.66</th>
<th>10.6.7</th>
<th>Express 10.6.6 as a percentage of 10.6.2: 1.75%</th>
<th>10.6.8a</th>
<th>Percentage to apply to Top-Step Monthly Salary so that 10.6.2 equals 10.6.5: 1.86%</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>11,794.61</td>
<td></td>
<td>10,811.96</td>
<td>12,001.27</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Old Rate | New Rate
---|---
57,604.8 | 58,769.8
10,060.44 | 10,185.76
120,005.26 | 122,241.11

ATTACHMENT A

TERI SILVA, DIRECTOR OF HUMAN RESOURCES

TAM AHEARN, PRESIDENT OF PSOA

DATE
## Public Safety Lieutenant - Projected Increase

**Current monthly top step salary:** $11,754.42

All costs shown in the array represent the maximum monthly agency costs or contributions for the respective benefit. Educational Incentives uses the highest contribution or the amount equivalent to a Bachelor's Degree.

### Base Pay & Benefit Pay (Maximum Agency Contribution)

<table>
<thead>
<tr>
<th>City</th>
<th>MOU Dates</th>
<th>Month(s)</th>
<th>Salary Changes Effective Date</th>
<th>Salary Base</th>
<th>Base Salary</th>
<th>City Paid % Rate</th>
<th>EE PERS % Rate</th>
<th>EFMC $</th>
<th>PERS EPMC % Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sunnyvale (current)</td>
<td>07/01-06/30/15</td>
<td>July</td>
<td>07/01/12</td>
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<td>1077.93</td>
<td>1.77%</td>
<td>208.05</td>
<td>515.00</td>
<td>140.55</td>
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<tr>
<td>Sunnyvale (new)</td>
<td>07/01-06/30/15</td>
<td>July</td>
<td>07/09/13</td>
<td>11,951.62</td>
<td>1075.65</td>
<td>1.77%</td>
<td>211.54</td>
<td>515.00</td>
<td>146.55</td>
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<td>01/11/11</td>
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<td>Palo Alto</td>
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<td>06/20/2011</td>
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<td>06/24/2007</td>
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<td>07/13/2013</td>
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<td>01/13/2013</td>
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<td>12/23/2009</td>
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<td>1.15</td>
<td>5.85</td>
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### Salary Calculation Methodology per MOU

**MOU Sections**

- **10.6.2 Sunnyvale Current Total Compensation:** 13,740.38
- **10.6.4 Average Total Compensation (Excludes Sunnyvale and four lowest cities *):** 12,575.75
- **10.6.5 Average Total Compensation + 11%:** 13,959.09
- **10.6.6 Dollar difference between 10.6.5 and 10.6.2:** 218.72
- **10.6.7 Express 10.6.6 as a percentage of 10.6.2:** 1.59%
- **10.6.8 Percentage to apply to Top-Step Monthly Salary so that 10.6.2 equals 10.6.5:** 1.68%

**Notes:**
- a) amount to be used per MOU.
- b) PERsSable figure only, not actually paid.

- **Alameda** - no wage increases in 2012 and 2013, 1/1/14 based upon BRI from fiscal year 2012-2013 (min. 1.5%, max. 4%).
- **Concord** - contract extended through 6/30/14 with no salary increases scheduled.
- **Milpitas** contract expired 12/31/12, currently in negotiations.
- **Mountain View** - salary increase 9/1/13 - 3.2%.
- **Palo Alto - Effective 5/19/12 - 1.33% pay decrease.
- **San Jose** - effective 6/26/11 salary range decreased by approximately 10%, contract exp. 6/30/13, in negotiations.
- **San Leandro** - 4% salary increase effective 1/1/14.
- **San Mateo** - new contract - employees now pay 9% PERs and City now pays 90% of lowest cost HMO.
- **Santa Clara** - no increase on 12/23/12.

---

**Signature:**

**Teri Silva, Director**

**Date:** 11/01/13

**Tim Heaen, President of PSOA**

**Date:** 11/15/13

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**PERSA - October 15, 2013**

**PUBLIC SAFETY LIEUTENANT - PROJECTED INCREASE**

**(compares to Police Sergeant)**

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**ATTACHMENT B**
RESOLUTION NO. __-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUNNYVALE AMENDING RESOLUTION NO. 190-05, THE CITY’S SALARY RESOLUTION, BY AMENDING THE SCHEDULE OF PAY FOR PAY PLAN CATEGORY C (PUBLIC SAFETY OFFICERS-IN-TRAINING, PUBLIC SAFETY OFFICERS, AND PUBLIC SAFETY LIEUTENANTS)

WHEREAS, pursuant to the Memorandum of Understanding (MOU) between the City of Sunnyvale and the Public Safety Officers Association (PSOA), and past practice, an amended pay plan schedule must be included in the City’s Salary Resolution;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUNNYVALE THAT:

1. Resolution No. 190-05 is hereby amended by amending the pay rates in Pay Plan Category C for Public Safety Officers-in-Training, Public Safety Officers (I/II), and Public Safety Lieutenants, as set forth in Exhibit “A” attached and incorporated by reference.

2. All other provisions of Resolution No. 190-05 shall remain in full force and effect.

3. The pay rates noted above shall be effective retroactive to July 7, 2013.

Adopted by the City Council of the City of Sunnyvale at a regular meeting held on December 3, 2013, by the following vote:

AYES: 
NOES: 
ABSTAIN: 
ABSENT: 

ATTEST: 

APPROVED:

______________________________
City Clerk
(SEAL)

______________________________
Mayor

APPROVED AS TO FORM:

______________________________
Joan A. Borger, City Attorney
## City of Sunnyvale Salary Table

### PSO-IT, PSO I, PSO II, PS Lieutenant

<table>
<thead>
<tr>
<th>Job Code</th>
<th>Job Title</th>
<th>Unit</th>
<th>Pay Categories</th>
<th>Range / Scale</th>
<th>Min. range / Step 1</th>
<th>Max. range / Step 6</th>
<th>Effective Date</th>
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### Notes

**PSOA:**
- Educational Incentive: The employee must provide the Department of Human Resources with notification of the degree to establish the educational incentive.
  - Bachelor's Degree - 2.5%
  - Master's Degree - 5.0%
  - Emergency Medical Technician (EMT) - 4.0%
  - Denning and Doffing - PS Officer-in-Training and PS Officer - 1.373%
  - Denning and Doffing - PS Lieutenant - 0.8%

Assignments of Grade and Pay Ranges to Pay Plan as Referenced in the Salary Resolution

**PSOA:**
- Category C, applies to Public Safety Lieutenants, Public Safety Officers, and Public Safety Officers-in-Training

Pay rates for Categories A, B, C, G and L consist of hourly pay rates for each available step in each classification.
RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUNNYVALE AMENDING RESOLUTION NO. 190-05, THE CITY’S SALARY RESOLUTION, BY AMENDING THE SCHEDULE OF PAY FOR PAY PLAN CATEGORY D/E (PUBLIC SAFETY CAPTAINS AND PUBLIC SAFETY DEPUTY CHIEFS)

WHEREAS, pursuant to the Memorandum of Understanding (MOU) between the City of Sunnyvale and the Public Safety Managers’ Association (PSMA), an amended pay plan schedule must be included in the City’s Salary Resolution;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SUNNYVALE THAT:

1. Resolution No. 190-05 is hereby amended by amending the pay rates in Pay Plan Category D/E for Public Safety Captains and Public Safety Deputy Chiefs, as set forth in Exhibit “A” attached and incorporated by reference.

2. All other provisions of Resolution No. 190-05 shall remain in full force and effect.

3. The pay rates noted above shall be effective retroactive to July 7, 2013.

Adopted by the City Council of the City of Sunnyvale at a regular meeting held on December 3, 2013, by the following vote:

AYES: __________________________
NOES: __________________________
ABSTAIN: _________________________
ABSENT: __________________________

ATTEST: __________________________
APPROVED: _______________________

_______________________________  _______________________________
City Clerk  Mayor
(SEAL)

APPROVED AS TO FORM:

_______________________________
Joan A. Borger, City Attorney
# City of Sunnyvale Salary Table - DPS CAPTAINS AND DPS DEPUTY CHIEFS

<table>
<thead>
<tr>
<th>Job Code</th>
<th>Job Title</th>
<th>Unit</th>
<th>Pay Categories</th>
<th>Scale</th>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3</th>
<th>Step 4</th>
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<td>Mgmt-PSMA</td>
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**Notes**

Assignments of Grade and Pay Ranges to Pay Plan as Referenced In the Salary Resolution

**MGMT-CONF, MGMT-SMA and MGMT-PSMA:**
Category D/E, applies to Unrepresented and Represented Classified Management Employees

Pay rates for Categories D/E, F and K consist of the annual control point for each classification.