



CITY OF SAN MATEO

City Hall
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Agenda Report

Agenda Number: 26

Section Name: {{section.name}}

Account Number: 10-2312

File ID: {{item.tracking_number}}

TO: City Council

FROM: Alex Khojikian, City Manager

PREPARED BY: Human Resources Department

MEETING DATE: July 15, 2024

SUBJECT:

San Mateo City Employees' Association - Memorandum of Understanding Changes

RECOMMENDATION:

Adopt a Resolution to amend the Memorandum of Understanding with the San Mateo City Employees' Association for a term through June 19, 2027 and to appropriate funds in the amount of \$500,000 for the Fiscal Year 2024-25 Budget.

BACKGROUND:

The San Mateo City Employees' Association (SMCEA) represents approximately 180 employees. The contract with this bargaining unit expired on June 22, 2024. Negotiations with the SMCEA concluded on July 3, 2024 and the membership subsequently ratified the proposed changes to their Memorandum of Understanding. Consistent with the direction provided by the City Council, negotiators for the City and the bargaining unit have reached agreement. This agreement includes the following components:

Term: The contract will be for a period of three years, expiring on June 19, 2027.

Salary: The bargaining unit will receive a 3.0% salary increase and an additional 2.0% increase for equity adjustments effective the first full pay period following Council adoption. Moreover, a number of classifications will receive targeted equity adjustments ranging from 0.2% to 6% effective the first full pay following Council adoption. The bargaining unit will receive a 3.0% increase effective the pay period including June 22, 2025. The bargaining unit will receive a 3.0% increase effective pay period including June 21, 2026.

Limited Reopener: During the term of this MOU, the parties agree to a limited reopener for the purposes of reviewing the comparable city requirements. The City has agreed to prepare a total compensation survey for classifications "set to market" and within 14 days of receiving said survey, the parties will meet and confer regarding the findings of the survey and implementation of additional equity adjustments with a minimum commitment of \$80,000 towards additional equity increases with a shared goal to develop a plan that brings all classifications within the bargaining unit to market median for total compensation.

Educational Incentives: \$1,300 annual incentive for certain classifications of employees that attain and maintain certification as a Certified Access Specialist (CASP). Additional certifications ranging from an annual incentive of \$300.00 to \$900.00 for possession and maintenance of a certain number of certifications issued by the International Code Council (ICC) for particular classifications in this Association.

Safety Clothing and Eyewear: Effective the first full pay period following Council adoption of this agreement, the City will reimburse employees up to \$250.00 per employee every two years for a pair of safety shoes and safety glasses for certain classifications.

Other: There are language changes relating to departmental operations and housekeeping language that amend some of the terms and conditions of the contract.

BUDGET IMPACT:

The 2024-25 adopted operating budget has included the cost-of-living adjustment (COLA). A supplemental budget appropriation is required for the negotiated equity adjustments for FY 2024-25. Budget impact is estimated to be \$500,000, with \$267,000 for the General Fund, \$116,000 for the Construction Service Fund, \$81,000 for the Sewer Fund, and the remaining amount distributed among other funds as outlined in the proposed resolution.

ENVIRONMENTAL DETERMINATION:

This Memorandum of Understanding is not a project subject to CEQA, because it is a government fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. (CEQA Guidelines Section 15378(b)(4).)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 - Proposed Resolution

STAFF CONTACT

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