



STAFF REPORT

AGENDA NO: 9s

MEETING DATE: December 15, 2025

To: Honorable Mayor and City Council

Date: December 15, 2025

From: Maria Saguisag-Sid, Human Resources Director – (650) 558-7209

Subject: Adoption of a Resolution Authorizing the City Manager to Implement the Tentative Agreements with the City of Burlingame and the Burlingame Police Officers Association and Burlingame Police Sergeants Association, Amend and Execute Memoranda of Understanding with the Burlingame Police Officers Association and Burlingame Police Sergeants Association, Approve Amended Salary Schedule, and Increase the General Fund Budget Appropriation for the Police Department by Approximately \$176,100

RECOMMENDATION

Staff recommends that the City Council adopt the attached resolution authorizing the City Manager to implement Tentative Agreements with the City of Burlingame and the Burlingame Police Officers Association (BPOA) and the Burlingame Police Sergeants Association (BPSA), and amend the Memoranda of Understanding (MOUs), effective January 1, 2026, through December 31, 2028. Staff further recommends approving the updated salary schedule for Merit Classifications effective December 29, 2025 and increasing the General Fund budget appropriation for the Police Department by approximately \$176,100.

BACKGROUND

The BPOA and BPSA labor agreements are scheduled to expire on December 31, 2025. Since September 2025, the City, BPOA, and BPSA bargaining teams have been meeting and conferring in good faith on the terms and conditions of employment as provided by State law. After several sessions, the City, BPOA, and BPSA bargaining teams have agreed on Tentative Agreements, which the BPOA and BPSA members ratified on December 10, 2025.

DISCUSSION

The major terms of the Tentative Agreements are within Council authority for fiscal impact. The changes to the successor MOUs being recommended are as follows:

Burlingame Police Officers Association

Term:

- Three years, January 1, 2026, through December 31, 2028

Salary:

- Effective the first full pay period after City Council approval, 2.5% increase in base salary and a 3.2% equity adjustment, for a total of 5.7% salary increase
- Effective the first pay period of January 2027, 2.5% increase in base salary and a 2% equity adjustment, for a total of 4.5% salary increase
- Effective the first pay period in January 2028, a 2.5% increase in base salary and a 1.5% equity adjustment, for a total of 4.0% salary increase
- Salary differential between steps will be approximately 5%

Bereavement Leave:

- Increase paid bereavement leave to five days and update language to match state statute

Longevity

- Employees with at least seven years of service will receive 2.5% longevity pay
- Employees with at least 12 years of service will receive 5% longevity pay

POST Certification

- Advance POST Certificate premium pay will increase from 7% to 10%

Burlingame Police Sergeants Association

Term:

- Three years, January 1, 2026, through December 31, 2028

Salary:

- Effective the first full pay period after City Council approval, 2.5% increase in base salary and a 3.2% equity adjustment, for a total of 5.7% salary increase
- Effective the first pay period of January 2027, 2.5% increase in base salary and a 2% equity adjustment, for a total of 4.5% salary increase
- Effective the first pay period in January 2028, a 2.5% increase in base salary and a 1.5% equity adjustment, for a total of 4.0% salary increase
- Salary differential between steps will be approximately 5%

Bereavement Leave:

- Increase paid bereavement leave to five days and update language to match state statute

Longevity

- Employees with at least seven years of service will receive 2.5% longevity pay
- Employees with at least 12 years of service will receive 5% longevity pay

POST Certification

- Intermediate POST Certificate premium pay will be 5%
- Advance POST Certificate premium pay will be 10%

Staff is requesting approval from the City Council to authorize the City Manager to implement the Tentative Agreements and amend and execute successor MOUs for the bargaining groups with the provisions noted above and in the attached Tentative Agreements.

Staff is also requesting approval of the amended Merit Salary Schedule to be effective December 29, 2025; the new schedule will reflect the changes in compensation as agreed upon by the parties.

FISCAL IMPACT

The increase in Year 1 (calendar year) costs under the negotiated agreements for all covered employees is estimated at \$514,900. The adopted budget for fiscal year 2025-26 included an estimated 4% increase for these groups. The impact of these negotiated changes to the fiscal year 2025-26 budget is approximately \$176,100 for the Police Officers and Sergeants Associations. Staff proposes to increase the General Fund budget appropriation for the Police Department by the same amount. Future budgets will incorporate the approved increases going forward.

Exhibits:

- Resolution
- Burlingame Police Officers Association Tentative Agreement
- Burlingame Police Sergeants Association Tentative Agreement
- Salary Schedule – Merit Employees