SIDE LETTER AGREEMENT
TO THE MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF WEST COVINA AND THE GENERAL EMPLOYEES’ ASSOCIATION

WHEREAS the City of West Covina ("City") and the General Employees’ Association ("Association") have entered into a Memorandum of Understanding ("MOU") effective until June 30, 2017;

WHEREAS, the City and the Association have engaged in meet and confer negotiations regarding a new MOU for the fiscal year 2017-2018, but have not yet reached agreement;

WHEREAS the MOU provides that there shall be no changes in wages, hours and working conditions during its term without the mutual consent of the parties;

WHEREAS the City has elected to contract out the servicing of its fleet of vehicles and heavy equipment, in conjunction with a lease of a portion of the City Yard, to promote efficiency and efficacy within the City, and to provide greater utilization of an under-utilized asset and to raise revenue. As a result, a new position will be added to the Association entitled Fleet Services Coordinator;

WHEREAS the parties have met and conferred and reached agreement regarding and agree that this shall be treated as an amendment to the MOU to be effective September 6, 2017.

NOW, THEREFORE, THE PARTIES do hereby agree as follows:

1. This side letter shall amend the wages, hours and other terms and conditions of employment set forth in the current MOU between the parties only to the extent specifically set forth herein. All other wages, hours and other terms and conditions of employment shall remain in full force and effect, and unaffected by this agreement, unless specifically modified in a subsequent written agreement by the parties;

2. The new structure for servicing the City’s fleet will require an employee to fill a “Fleet Services Coordinator” position, which will be a position within the Association;

3. The Association has approved the job description and salary range for the Fleet Services Coordinator position which was approved by the West Covina City Council on August 15, 2017.
This agreement is subject to ratification by the membership of the General Employees' Association and adoption by the City Council of the City of West Covina.

PARTIES TO THE AGREEMENT

CITY OF WEST COVINA

Chris Freeland
City Manager

Date

GENERAL EMPLOYEES' ASSC.

Sherry Sinclair
GEA President

Date

Edward M. Macias
Human Resources Director

Date