SIDE LETTER AGREEMENT
TO THE MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF WEST COVINA AND RICARDO ULLOA AND THE
MAINTENANCE AND CRAFTS EMPLOYEES’ ASSOCIATION

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

WHEREAS, the City and the Association ("Parties") 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; and

WHEREAS Reprographics Coordinator is a position classification represented by the General Employees' Association.

WHEREAS the parties have met and conferred and reached agreement regarding elimination of the position of Reprographics Coordinator and agree the incumbent Reprographics Coordinator, Ricardo Ulloa, will be relocated to the Maintenance Division as a Maintenance Worker I and assumed by the Maintenance and Crafts Employees' Association and that this shall be treated as an amendment to the MOU to be effective September 11, 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 Parties agree to allow Ricardo Ulloa to relocate from Reprographics Coordinator, a position within the General Employees' Association which is being eliminated, to Maintenance Worker I, a position within the Maintenance and Crafts Employees' Association;

3. No new probationary period shall be required; however, Mr. Ulloa is required to remain in the position of Maintenance Worker I for one (1) year
as a pre-requisite to promote within the Maintenance Worker classification series;

4. Mr. Ulloa will be Y-Rated and will remain at Y-Rated pay until promotional increases match or exceed Y-Rated pay. No COLA increases are applicable;

5. Mr. Ulloa’s regular work schedule will be from 12:00 p.m.- 8 p.m. Monday through Friday; however, due to the nature of the job, the City reserves its managerial right to adjust this work schedule to meet City needs;

6. Mr. Ulloa’s seniority is not transferrable or applicable within this Bargaining Unit.

This agreement is subject to ratification by the membership of the Maintenance and Crafts 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

Miguel Rueff
MCEA President

Edward M. Macias
Human Resources Director

MAINT. & CRAFTS EMPLOYEES’

Date

Date

Date

Date