RESOLUTION NO. 2018-88


WHEREAS, the City of West Covina has met and conferred with representatives for the West Covina Confidential Employees’ Association; and,

WHEREAS, the City of West Covina and the West Covina Confidential Employees’ Association have agreed upon certain changes to the benefits and terms and conditions of employment in the agreed upon Memorandum of Understanding for the period of July 1, 2017 through June 30, 2019.

NOW, THEREFORE, the City Council of the City of West Covina does resolve as follows:

SECTION 1. That the two (2) year agreement from July 1, 2017 through June 30, 2019 between the City of West Covina and the West Covina Confidential Employees’ Association is hereby approved and ratified and all applicable changes are contained in the Memorandum of Understanding are hereby adopted. Exhibit 1 provides a detailed outline of the changes agreed to in this Memorandum of Understanding.

SECTION 2. That the position classifications within the City’s Full-Time Salary Schedule represented by the Confidential Employees’ Association are hereby established as listed on Exhibit 2.

SECTION 3. That this resolution shall be effective immediately upon passage and adoption.

SECTION 4. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED on this 19th day of June, 2018.

[Signature]
Lloyd Johnson
Mayor
APPROVED AS TO FORM:

Kimberly Hall Barlow
City Attorney

ATTEST:

Nickolas S. Lewis
City Clerk
I, HEREBY CERTIFY that the foregoing resolution was duly adopted by the City Council of the City of West Covina, California, at a regular meeting thereof on the 19th day of June 2018, by the following vote of the City Council:

AYES: Spence, Toma, Warshaw, Johnson
NOES: Wu
ABSENT: None
ABSTAIN: None

Nickolas S. Lewis
City Clerk
CONFIDENTIAL EMPLOYEES’ ASSOCIATION

Successor Memorandum of Understanding
July 1, 2017 through June 30, 2019

The City and Confidential Employees’ Association have agreed to a two (2) year successor Memorandum of Understanding covering the period of July 1, 2017 through June 30, 2019. The terms and conditions of this agreement are as follows:

Effective July 1, 2017

1. No layoff guarantee for the July 1, 2017 – June 30, 2018 period.
2. Allow one-time cash-out of 10 hours vacation leave (in addition to annual cash-out provision).
3. Add Veteran’s Day to the schedule of paid holidays (10 hours of comp time for FY 17-18).
4. Add Medical Cash-Out Provision: medical cash-out amount shall be excluded from OT calculation (effective upon adoption and implementation of MOU).

Effective July 1, 2018:

1. 2% increase to base salary.
2. CalPERS employee contribution shall be increased for Tier 2 employees (i.e., Classic New Members) to the statutory limit as of January 1, 2018. (increase from 7% to 7.72%)
3. Medical Cap: The City’s contribution to medical premiums for all new unit employees hired on or after July 1, 2018 shall be capped in accordance with the following schedule:
   - Family......$1,250/month
   - 2-Party......$950/month
   - Single.......$550/month
4. Amend Acting Pay Assignment Provision: eliminate 30-day requirement for 5% acting pay and make the acting pay immediately effective upon the City Manager’s approval.
5. Amend Sick Leave Pay-Off Upon Retirement Provision: eliminate the provision for sick leave cash-out upon retirement from the City for all new employees hired on or after July 1, 2018.
6. Amend Floating Holiday Leave Provision: Floating Holiday Leave shall be increased from 36 hours to 40 hours per calendar year (increase is effective 1/1/2019).
CONFIDENTIAL EMPLOYEES’ ASSOCIATION  
Represented Position Classification Salary Schedule  
Effective July 1, 2018

The City and Confidential Employees’ Association have agreed to a two (2) year successor Memorandum of Understanding (MOU) covering the period of July 1, 2017 through June 30, 2019. As part of this MOU, members of the Association shall receive a 2% salary increase the first pay period of July 2018.

The following is the salary schedule for the position classifications represented by the Confidential Employees’ Association, which shall be effective July 1, 2018:

<table>
<thead>
<tr>
<th>POSITION TITLE</th>
<th>GRADE</th>
<th>MONTHLY PAY RANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Entry</td>
</tr>
<tr>
<td>Accountant</td>
<td>CE160</td>
<td>$4,325</td>
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<tr>
<td>Accounting Technician</td>
<td>CE450</td>
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<tr>
<td>Administrative Aide</td>
<td>CE226</td>
<td>$3,419</td>
</tr>
<tr>
<td>Administrative Assistant II</td>
<td>CE105</td>
<td>$3,216</td>
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<tr>
<td>Community Television Producer</td>
<td>CE270</td>
<td>$3,906</td>
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<tr>
<td>Criminal Justice Research Analyst I</td>
<td>CE156</td>
<td>$4,241</td>
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<tr>
<td>Criminal Justice Research Analyst II</td>
<td>CE157</td>
<td>$5,154</td>
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<tr>
<td>Departmental Aide</td>
<td>CE532</td>
<td>$3,718</td>
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<tr>
<td>Deputy City Clerk</td>
<td>CE430</td>
<td>$4,114</td>
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<tr>
<td>Executive Assistant to City Manager</td>
<td>CE355</td>
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<tr>
<td>Human Resources Technician</td>
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<td>Programmer Analyst I</td>
<td>CE215</td>
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<tr>
<td>Reprographics Supervisor</td>
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<tr>
<td>Revenue Services Supervisor</td>
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<td>Senior Administrative Assistant</td>
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<td>Software Developer</td>
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<tr>
<td>User Support Specialist</td>
<td>CE310</td>
<td>$4,534</td>
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</tbody>
</table>