

AMENDMENT TO THE
MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF WEST COVINA
AND
THE WEST COVINA MAINTENANCE AND CRAFTS EMPLOYEES' ASSOCIATION
JULY 1, 2015 THROUGH JUNE 30, 2016

The parties agree to a one-year contract extension, for the period of July 1, 2015 through June 30, 2016. In addition, the parties agree that the West Covina Maintenance and Crafts Employees' Association Memorandum of Understanding shall be amended as follows.

ARTICLE TWO – SALARIES AND COMPENSATION

I. SALARY SCHEDULE

Effective July 1, 2015, the base salary for the Maintenance and Crafts Employees' Association members shall increase two percent (2%).

To be eligible for a retroactive salary adjustment members of the Maintenance and Crafts Employees' Association must be employed by the City of West Covina on April 19, 2016.

In the event the City and another represented bargaining group agree to salary adjustments greater than the two percent (2%) for the period of July 1, 2015 through June 30, 2016, the City and the Maintenance and Crafts Employees' Association agree to reopen salary negotiations. However, in no case shall the salary adjustment be lower than 2%.

ARTICLE FIVE – LEAVE POLICIES

III. VACATION

B. Vacation Leave Earned and Accumulated

Eligible employees shall earn and accumulate to a maximum vacation leave as follows:

Months of Service	Hours Accumulated Per Pay Period	Hours Accumulated Per Month	Maximum Accruals
1 - 60*	3.08	6.67	280
61-108	4.62	10.00	280
109-120	4.92	10.67	280
121-132	5.23	11.33	280
133-144	5.54	12.00	280
145-156	5.85	12.67	280
157+	6.15	13.33	280

* At completion of 60 months add 40 hours

F. Payment of Unused Vacation Leave Time

Upon the employee's request he/she may be paid the straight time equivalent of his/her salary in lieu of vacation time off. Such payment shall be for no more than forty (40) hours in any calendar year.

IV. SICK LEAVE

E. Sick Leave Payoff Upon Retirement

Unit employees, who retire from the City other than by discharge, shall be paid at the employee's hourly rate of pay for one-half (1/2) of all sick leave accrued to the time of such employee's retirement to maximum of three hundred and sixty (360) hours. However, fifty percent (50%) of those hours eligible for cash out (maximum 180 hours) must be put into the employee's RHS account.

XII. SAFETY BOOT ALLOWANCE

The City shall establish a voucher program with a mutually acceptable local safety boot provider. Unit employees shall be eligible to redeem up to \$400 per calendar year (January 1 – December 31) for purchase of safety boots. The Vendor agreed upon by the parties shall be Red Wing. The Vendor may only be changed by mutually agreement of the parties. For Calendar Year 2016, the employees shall receive a voucher of \$200 (which is the \$400 annual voucher minus the \$200 stipend already received this fiscal year.)

All other terms and conditions of the Memorandum of Understanding between the City of West Covina and the Maintenance and Crafts Employee's Association shall remain in full force and effect.

PARTIES TO THE AGREEMENT

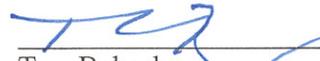
West Covina Maintenance and Crafts
Employees' Association



City of West Covina



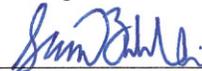
Chris Freeland
City Manager



Tom Bokosky
Director of Human Resources



Edward Macias
Management Analyst II



Serena Bubenheim
Accountant