

City of Woodland

MEMORANDUM

DATE: May 18, 2021
TO: Chris Fong, Mid-Management Professional Association
FROM: Ken Hiatt, City Manager
SUBJECT: Amended and Restated Side Letter of Agreement- Furloughs

This amended and restated side letter of agreement serves to memorialize the agreement, post labor negotiations, between the City of Woodland (City) and the Woodland Mid-Management Professional Association (MMPA). Due to better than expected revenues in the General Fund for fiscal year 2020/21, the City wished to restore the concessions agreed to by MMPA in the Side Letter of Agreement dated July 13, 2020.

The following modifications shall be made to the Memorandum of Understanding between the City and the MMPA, adopted via Resolution No. 7107, covering the period from July 1, 2019 through June 30, 2022, including the Side Letters of Agreement,

Section 5.2.2.1 is deleted:

~~5.2.2.1 Employees may carry over an additional one hundred and four (104) hours of vacation. (The vacation maximum is adjusted based on the number of furlough hours the employees in the Unit are granted.) Employees with less than ten (10) years of service with the City may carry over no more than (376 hours) past January 1 of each year. Employees with more than ten (10) years of service with the City may carry over no more than (456 hours) past January 1 of each year. This clause sunsets on June 30, 2022.~~

Section 5.5 is amended and restated as follows:

5.5 Furloughs - Employees agreed to an unpaid furlough in fiscal year 2020/21. Hours were deducted in an equal amount from each monthly paycheck, and fifty-two (52) furlough hours were placed in a leave bank on July 1, 2020. Because General Fund sales tax revenues (not including special district sales tax measures) are projected to exceed \$14.0 million for fiscal year 2020/21, the monthly furlough deduction ceased after December 31, 2020 and no additional allotment of furlough leave was credited to employees.

On or before May 31, 2021, the total value of the actual furlough amounts deducted from each employee's pay will be refunded to employees as a single payment and all hours in furlough

leave banks will be reduced to zero. In the event an employee does not have 52 hours remaining in their furlough leave bank, the difference in hours will be reduced from the employee's administrative leave bank.

For example, if an employee has 28 hours of leave in their furlough leave bank, 24 hours (52 minus 28 hours) will be deducted from the employee's administrative leave balance to restore the furlough leave balance to 52 hours, and all furlough deductions from July 2020 through December 2020 will be refunded to the employee.

If an employee has used all furlough leave hours and does not have sufficient administrative leave balances to restore the furlough bank to 52 hours, vacation leave balances will be used

Members who do not wish to receive the 5% furlough reduction refund can, upon written request, opt out of the above. The opt out members will keep any hours remaining in the furlough leave bank and must use those hours by June 30, 2021. Any furlough leave bank hours not used by June 30, 2021 will be lost without compensation to the employee.

The July 1, 2019 Resolution between the City and the Mid-Management Professional Association Unit is therefore modified as reflected in the paragraphs above. All other provisions of the MOU remain unchanged, unless the parties mutually agree to reopen negotiations.


AGREED TO THIS DATE: 5.19.2021

FOR THE CITY OF WOODLAND



Ken Hiatt
City Manager

FOR THE MID-MANAGEMENT
PROFESSIONAL ASSOCIATION



Chris Fong
Mid-Management Professional Association