



# CITY OF SACRAMENTO

DEPARTMENT OF EMPLOYEE RELATIONS  
801 NINTH STREET, ROOM 105  
SACRAMENTO, CALIFORNIA 95814  
TELEPHONE (916) 449-5424

STEVE LAKICH  
DIRECTOR OF EMPLOYEE RELATIONS

January 22, 1985

City Council  
Sacramento, California

Honorable Members in Session:

SUBJECT: Letters of Understanding Between the City of Sacramento and  
Recognized Employee Organizations

APPROVED  
BY THE CITY COUNCIL

JAN 22 1985

OFFICE OF THE  
CITY CLERK

SUMMARY

In the day-to-day administration of the labor agreements, the City of Sacramento and the recognized employee organizations on occasion find it necessary to amend or to clarify certain contract provisions. The reasons for changing or clarifying the contract provisions will vary from technical to substantial revisions which could include correction of errors, clarification of ambiguous contract language, or basic revisions to the labor agreement due to changing conditions. These changes are normally made in the form of a letter of understanding between the parties.

As in the past, we have been advised by the City Attorney that these types of letters of understanding should be approved by the City Council. The attached Resolution sets forth each of the Letters of Understanding which have been executed by the Employee Relations Department and the recognized employee organizations.

RECOMMENDATION

It is recommended that the City Council adopt the attached Resolution in order to approve the various Letters of Understanding.

Respectfully submitted,

Steve Lakich  
Director of Employee Relations

RECOMMENDATION APPROVED:

Walter J. Slipe  
City Manager

All Districts  
January 22, 1985

44

# RESOLUTION NO. 85-059

ADOPTED BY THE SACRAMENTO CITY COUNCIL ON DATE OF

JANUARY 22, 1985

RESOLUTION APPROVING VARIOUS LETTERS OF UNDERSTANDING EXECUTED BY THE CITY AND REPRESENTATIVES OF VARIOUS RECOGNIZED EMPLOYEE ORGANIZATIONS

APPROVED BY THE CITY COUNCIL

JAN 22 1985

OFFICE OF THE CITY CLERK

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO that the attached letters of understanding executed by the City Director of Employee Relations and representatives of various recognized employee organizations are adopted, ratified and approved:

- 1) Letter dated December 6, 1984 to Dennis Bonnifield, Business Representative, Stationary Engineers, Local 39, regarding cash payment for compensating time off.
- 2) Letter dated December 11, 1984 to Richard Lucero, President, Sacramento Police Officers Association, regarding standby pay for the Emergency Ordnance Demolition Squad.
- 3) Letter dated December 11, 1984 to Richard Lucero, President, Sacramento Police Officers Association, regarding lateral entry program.
- 4) Letter dated January 11, 1985 to Garland Rosauro, Business Representative, Stationary Engineers, Local 39, regarding salary of the Secretary to the Planning Commission.
- 5) Letter dated January 11, 1985 to Richard Mayberry, President, Sacramento Area Fire Fighters, Local 522, regarding amendments to the 1984-87 Fire Agreement.
- 6) Letter dated January 11, 1985 to Garland Rosauro, Business Representative, Stationary Engineers, Local 39, regarding Career Development Trainees.
- 7) Letter dated January 11, 1985 to Dennis Bonnifield, Business Representative, Stationary Engineers, Local 39, regarding Career Development Trainees.
- 8) Letter dated January 11, 1985 to Bill Meehan, Secretary/Business Representative, Sacramento-Sierra's Building and Construction Trades Council, regarding Career Development Trainees.

41

- 9) Letter dated January 11, 1985 to Bill Rhoten, Business Manager, Plumbers and Pipefitters, Local 447, regarding Career Development Trainees.
- 10) Letter dated January 15, 1985 to Bill Meehan, Secretary/Business Representative, Sacramento-Sierra's Building and Construction Trades Council, regarding holiday schedule for Building Trades and Craft Unit employees.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK



CITY OF SACRAMENTO

DEPARTMENT OF EMPLOYEE RELATIONS  
801 NINTH STREET, ROOM 105  
SACRAMENTO, CALIFORNIA 95814  
TELEPHONE (916) 449-5424

STEVE LAKICH  
DIRECTOR OF EMPLOYEE RELATIONS

December 6, 1984

Mr. Dennis Bonnifield  
Business Representative  
Stationary Engineers, Local 39  
2715 Riverside Blvd.  
Sacramento, CA 95818

Re: Compensating Time Off (CTO) Payoff

Dear Dennis:

This letter confirms our agreement reached on December 5, 1984 regarding the time of cash payment for compensating time off (CTO) accrued but not used through the last full pay period in December. Specifically, employees in the Plant Operator Unit shall have the CTO cash payment, provided in Section 35(f) of the labor agreement, included in the paycheck received on the first payday in January, rather than the second payday.

If this does not represent our agreement as you understand it, please contact me immediately.

Sincerely,

James W. Thomas  
Senior Employee Relations  
Representative

cc: Phil Ezell, Finance



CITY OF SACRAMENTO

DEPARTMENT OF EMPLOYEE RELATIONS  
801 NINTH STREET, ROOM 105  
SACRAMENTO, CALIFORNIA 95814  
TELEPHONE (916) 449-5424

STEVE LAKICH  
DIRECTOR OF EMPLOYEE RELATIONS

December 11, 1984

Mr. Richard Lucero, President  
Sacramento Police Officers Association  
2020 "I" Street, Suite A  
Sacramento, CA 95814

Re: Standby Pay - Emergency Ordnance Demolition Squad

Dear Mr. Lucero:

This will confirm the agreement reached on December 10, 1984 to increase the standby pay for officers assigned to the Emergency Ordnance Demolition Squad from \$75 to \$105 per week.

Accordingly, the parties agree to amend Section 29(b) of the 1984-87 Police Agreement effective August 7, 1984 to read as follows:

"An employee assigned to the Emergency Ordnance Demolition standby unit shall be paid \$105 per week."

If the above represents your understanding of the agreement reached, please sign as indicated below and return the original to my office as soon as possible.

Sincerely,

Steve Lakich  
Director of Employee Relations

AGREED TO:

Richard Lucero, President  
Sacramento Police Officers Association

RECEIVED

DEC 20 1984

EMPLOYEE RELATIONS



# CITY OF SACRAMENTO

DEPARTMENT OF EMPLOYEE RELATIONS  
801 NINTH STREET, ROOM 105  
SACRAMENTO, CALIFORNIA 95814  
TELEPHONE (916) 449-5424

STEVE LAKICH  
DIRECTOR OF EMPLOYEE RELATIONS

December 11, 1984

Mr. Richard Lucero, President  
Sacramento Police Officers Association  
2020 "I" Street, Suite A  
Sacramento, CA 95814

Re: Lateral Entry Program

Dear Mr. Lucero:

This will confirm the agreement reached on December 10, 1984 to permit new Police Officers hired under the lateral entry program to be eligible for incentive pay, without the present requirement of graduation from the Sacramento Law Enforcement Training Center.

Accordingly, the parties agree to amend Section 31(d) of the 1984-87 Police Agreement effective immediately to read as follows:

"Employees who serve a probationary period pursuant to Civil Service Board Rule 10.7, Re-Employment After Resignation, and new Police Officers hired under the lateral entry program, shall be eligible to receive incentive pay. All other probationary employees in the class of Police Officer shall not be eligible to receive incentive pay until such time as they have passed probation and attained permanent status in their classification."

If the above represents your understanding of the agreement reached, please sign as indicated below and return the original to my office as soon as possible.

Sincerely,

Steve Lakich  
Director of Employee Relations

AGREED TO:

Richard Lucero, President  
Sacramento Police Officers Association

RECEIVED

DEC 20 1984

EMPLOYEE RELATIONS



# CITY OF SACRAMENTO

41

DEPARTMENT OF EMPLOYEE RELATIONS  
801 NINTH STREET, ROOM 105  
SACRAMENTO, CALIFORNIA 95814  
TELEPHONE (916) 449-5424

STEVE LAKICH  
DIRECTOR OF EMPLOYEE RELATIONS

January 11, 1985

Mr. Garland Rosauro  
Business Representative  
Stationary Engineers, Local 39  
2715 Riverside Blvd.  
Sacramento, CA 95818

Re: Salary of the Secretary to the Planning Commission.

Dear Mr. Rosauro:

In a letter dated October 1, 1984, you requested a meeting with the City to discuss the internal salary relationships of several classifications.

The purpose of this letter is to confirm the agreement reached on December 21, 1984 to place the classification of Secretary to the Planning Commission with a present monthly salary of \$1398.11-\$1699.36 at the same salary range as the Stenographer Clerk III with a monthly salary of \$1412.67-\$1717.21 effective January 5, 1985. In respect to the other classifications listed in your October 1, 1984 letter, further salary adjustments for these classifications are not warranted.

If the above represents your understanding of the agreement reached, please sign as indicated and return the original copy to my office.

Sincerely,

Steve Lakich  
Director of Employee Relations

AGREED TO:

Garland Rosauro, Business Representative  
Stationary Engineers, Local 39



# CITY OF SACRAMENTO

41

DEPARTMENT OF EMPLOYEE RELATIONS  
801 NINTH STREET, ROOM 105  
SACRAMENTO, CALIFORNIA 95814  
TELEPHONE (916) 449-5424

STEVE LAKICH  
DIRECTOR OF EMPLOYEE RELATIONS

January 11, 1985

Mr. Richard Mayberry, President  
Sacramento Area Fire Fighters, Local 522  
3101 Stockton Blvd.  
Sacramento, CA 95820

Re: Amendments to the 1984-87 Fire Agreement

Dear Mr. Mayberry:

This will confirm the agreement we reached on January 4, 1985 to amend the 1984-87 Fire Agreement as follows:

1. Under Section 4(b), the "pool" of up to one thousand and fifty (1,050) hours is increased by sixty (60) hours for a total of eleven hundred and ten (1,110) hours per fiscal year.

The basis for the sixty (60) hour increase is because of the appointment of incumbent President of Local 522 to a local government commission. The "pool" will be reduced by sixty (60) hours and revert back to one thousand and fifty (1,050) hours in the event the incumbent President is no longer a member of the local government commission.

2. Section 43(d) is changed to read:

"A call-back list for fire suppression shall be provided each station at least once in a twelve (12) day period."

If the above represents your understanding of the agreement reached, please sign as indicated and return the original copy to my office.

Sincerely,

Steve Lakich  
Director of Employee Relations

AGREED TO:

Richard Mayberry, President  
Sacramento Area Fire Fighters,  
Local 522

RECEIVED

JAN 17 1985

EMPLOYEE RELATIONS





# CITY OF SACRAMENTO

41

DEPARTMENT OF EMPLOYEE RELATIONS  
801 NINTH STREET, ROOM 105  
SACRAMENTO, CALIFORNIA 95814  
TELEPHONE (916) 449-5424

STEVE LAKICH  
DIRECTOR OF EMPLOYEE RELATIONS

January 11, 1985

Mr. Garland Rosauro  
Business Representative  
Stationary Engineers, Local 39  
2715 Riverside Blvd.  
Sacramento, CA 95818

Re: Career Development Trainees

Dear Mr. Rosauro:

This will confirm the agreement reached on January 2, 1985 to add the appropriate Career Development Trainee classifications to the Operations and Maintenance, Office and Technical, and Professional Units.

Effective January 19, 1985, the parties agree to amend the 1984-87 Operations and Maintenance, Office and Technical, and Professional Agreement as follows:

1. Add the following new Section to Article I:

"The City shall have the right during the term of the Agreement to establish Career Development Trainee classifications. Such classifications shall have a flat hourly rate of pay equivalent to ten percent (10%) below the "A" step of the salary range of the career classification, as shown in Appendix A. (For example, if the "A" step hourly rate of pay is \$9.00 for the career classification for which the career development training is being conducted, the flat hourly rate for the Career Development Trainee would be \$9.00 minus 90¢ or \$8.10.) An employee appointed as a Career Development Trainee shall have non-career (+1,040) status for purposes of benefit eligibility during the term of the appointment."

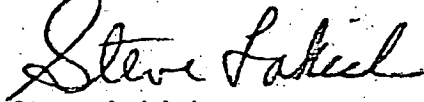
2. Revise Article XIX to read as follows:

"For non-career employees not covered by the Rules and Regulations of the Civil Service Board, discipline shall be for just cause. Discipline shall include a written reprimand, suspension, demotion, withholding of an in-grade salary increase, in-grade salary reduction, and termination."

Grievances filed pursuant to this Article shall be filed at Step 2 of the grievance procedure. However, disciplinary action shall only be grievable for non-career employees who have worked in excess of 1,040 hours since their last date of hire. Hours worked as a Career Development Trainee shall not count towards the 1,040 hours needed to qualify to appeal discipline."

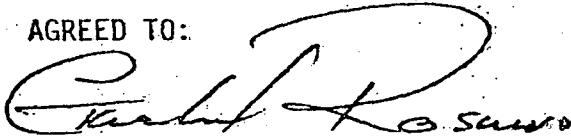
If the above represents your understanding of the agreement reached, please sign as indicated and return the original copy to my office.

Sincerely,



Steve Lakich  
Director of Employee Relations

AGREED TO:



Garland Rosau, Business Representative  
Stationary Engineers, Local 39



CITY OF SACRAMENTO

41

RECEIVED

JAN 14 1985

DEPARTMENT OF EMPLOYEE RELATIONS  
801 NINTH STREET, ROOM 105  
SACRAMENTO, CALIFORNIA 95814  
TELEPHONE (916) 449-5424

January 11, 1985

STEVE LAKICH  
DIRECTOR OF EMPLOYEE RELATIONS

Mr. Dennis Bonnifield  
Business Representative  
Stationary Engineers, Local 39  
2715 Riverside Blvd.  
Sacramento, CA 95818

Re: Career Development Trainees

Dear Mr. Bonnifield:

This will confirm the agreement reached on January 2, 1985 to add the appropriate Career Development Trainee classifications to the Plant Operator Unit.

Effective January 19, 1985, the parties agree to amend the 1984-87 Plant Operator Agreement by adding the following new Section to Article I:

"The City shall have the right during the term of the Agreement to establish Career Development Trainee classifications. Such classifications shall have a flat hourly rate of pay equivalent to ten percent (10%) below the "A" step of the salary range of the career classification, as shown in Appendix A. (For example, if the "A" step hourly rate of pay is \$9.00 for the career classification for which the career development training is being conducted, the flat hourly rate for the Career Development Trainee would be \$9.00 minus 90% or \$8.10.) An employee appointed as a Career Development Trainee shall have non-career (+1,040) status for purposes of benefit eligibility during the term of the appointment."

If the above represents your understanding of the agreement reached, please sign as indicated and return the original copy to my office.

Sincerely,

Steve Lakich  
Director of Employee Relations

AGREED TO:

Dennis Bonnifield, Business Representative  
Stationary Engineers, Local 39



CITY OF SACRAMENTO

DEPARTMENT OF EMPLOYEE RELATIONS  
801 NINTH STREET, ROOM 105  
SACRAMENTO, CALIFORNIA 95814  
TELEPHONE (916) 449-5424

STEVE LAKICH  
DIRECTOR OF EMPLOYEE RELATIONS

January 11, 1985

Mr. Bill Meehan  
Secretary/Business Representative  
Sacramento-Sierra's Building and  
Construction Trades Council  
2245 Florin Road, Suite 6  
Sacramento, CA 95822

Re: Career Development Trainees

Dear Mr. Meehan:

This will confirm the agreement reached on January 2, 1985 to add the appropriate Career Development Trainee classifications to the Building Trades and Craft Unit.

Effective January 19, 1985, the parties agree to amend the 1981-85 Building Trades and Craft Agreement by adding the following new Section to Article I:

"The City shall have the right during the term of the Agreement to establish Career Development Trainee classifications. Such classifications shall have a flat hourly rate of pay equivalent to ten percent (10%) below the "A" step of the salary range of the career classification, as shown in Appendix A. (For example, if the "A" step hourly rate of pay is \$9.00 for the career classification for which the career development training is being conducted, the flat hourly rate for the Career Development Trainee would be \$9.00 minus 90% or \$8.10.) An employee appointed as a Career Development Trainee shall have non-career (+1,040) status for purposes of benefit eligibility during the term of the appointment."

If the above represents your understanding of the agreement reached, please sign as indicated and return the original copy to my office.

Sincerely,

Steve Lakich  
Director of Employee Relations

AGREED TO:

Bill Meehan, Secretary/Business Representative  
Sacramento-Sierra's Building and Construction  
Trades Council



# CITY OF SACRAMENTO

41

DEPARTMENT OF EMPLOYEE RELATIONS  
601 NINTH STREET, ROOM 105  
SACRAMENTO, CALIFORNIA 95814  
TELEPHONE (916) 449-5424

STEVE LAKICH  
DIRECTOR OF EMPLOYEE RELATIONS

January 11, 1985

Mr. Bill Rhoten, Business Manager  
Plumbers & Pipefitters, Local 447  
5841 Newman Court  
Sacramento, CA 95819

Re: Career Development Trainees

Dear Mr. Rhoten:

This will confirm the agreement reached on January 3, 1985 to add the appropriate Career Development Trainee classifications to the Water and Sewer Unit.

Effective January 19, 1985, the parties agree to amend the 1983-87 Water and Sewer Agreement by adding the following new Section to Article I:

"The City shall have the right during the term of the Agreement to establish Career Development Trainee classifications. Such classifications shall have a flat hourly rate of pay equivalent to ten percent (10%) below the "A" step of the salary range of the career classification, as shown in Appendix A. (For example, if the "A" step hourly rate of pay is \$9.00 for the career classification for which the career development training is being conducted, the flat hourly rate for the Career Development Trainee would be \$9.00 minus 90¢ or \$8.10.) An employee appointed as a Career Development Trainee shall have non-career (+1,040) status for purposes of benefit eligibility during the term of the appointment."

If the above represents your understanding of the agreement reached, please sign as indicated and return the original copy to my office.

Sincerely,

Steve Lakich  
Director of Employee Relations

AGREED TO:

Bill Rhoten, Business Manager  
Plumbers & Pipefitters, Local 447

RECEIVED

JAN 17 1985

EMPLOYEE RELATIONS



# CITY OF SACRAMENTO

41

DEPARTMENT OF EMPLOYEE RELATIONS  
801 NINTH STREET, ROOM 105  
SACRAMENTO, CALIFORNIA 95814  
TELEPHONE (916) 449-5424

STEVE LARCH  
DIRECTOR OF EMPLOYEE RELATIONS

January 15, 1985

Mr. Bill Meehan  
Secretary/Business Representative  
Sacramento-Sierra's Building and  
Construction Trades Council  
2245 Florin Road, Suite 6  
Sacramento, CA 95822

Re: Holiday Schedule for Building Trades and Craft Unit Employees

Dear Mr. Meehan:

This will confirm the agreement reached on January 15, 1985, regarding the holiday schedule for employees in the Building Trades and Craft Unit. Specifically, Martin Luther King's Birthday, the third Monday in January, is added to the schedule of recognized holidays, and the Friday before Easter (4 hours) is deleted from the schedule of recognized holidays.

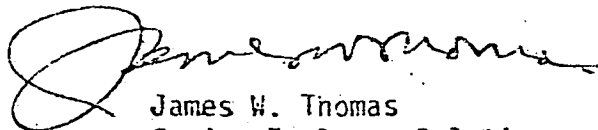
Section 24(a) of the 1981-85 Agreement between the City and the Sacramento-Sierra's Building and Construction Trades Council covering employees in the Building Trades and Craft Representation Unit, therefore is revised to read as follows:

"The following shall be the recognized holidays under this Agreement:

<u>Holiday</u>	<u>Date</u>
New Year's Day	January 1
Martin Luther King's Birthday	Third Monday in January
Washington's Birthday	Third Monday in February
Memorial Day	Last Monday in May
Independence Day	July 4
Labor Day	First Monday in September
Admission Day	September 9
Columbus Day	Second Monday in October
Veteran's Day	November 11
Thanksgiving Day	Fourth Thursday in November
Day After Thanksgiving Day	Fourth Friday in November
Christmas Day	December 25
Christmas Eve (4 hours)	December 24
New Year's Eve (4 hours)	December 31"


If the above represents your understanding of the agreement reached, please sign as indicated below.

Sincerely,



James W. Thomas  
Senior Employee Relations  
Representative

AGREED TO:



Bill Meehan  
Secretary/Business Representative  
Sacramento-Sierra's Building and  
Construction Trades Council