

**MEMORANDUM OF UNDERSTANDING
BETWEEN
GLENN-COLUSA IRRIGATION DISTRICT
AND
GLENN-COLUSA IRRIGATION DISTRICT
EMPLOYEES' ASSOCIATION**

(October 1, 2004 through September 30, 2007)

The Glenn-Colusa Irrigation District ("District") is a public agency, as defined in California Government Code section 3501(c). After consultation in good faith with the Glenn-Colusa Irrigation District Employees' Association ("Association"), the District acknowledges the Association as the recognized employee organization for the employee bargaining unit comprised of District employees employed in the job classifications listed in Exhibit A to this Memorandum of Understanding ("MOU"). The Board of Directors of the District has designated the members of the District's Labor Committee to meet and confer in good faith with the designated representatives of the Association, and with any independent employees wishing to represent themselves, to freely exchange information, opinions and proposals, in an endeavor to reach agreement on matters relating to employment conditions within the scope of representation, including but not limited to, wages, hours, and other terms and conditions of employment.

The District's Labor Committee and the Association have met and conferred in good faith regarding wages, hours and other terms and conditions of employment. The District's Labor Committee and the Association have agreed to submit this MOU to the District's Board of Directors, with the joint recommendation that the Board resolve to adopt its terms and conditions, and take such other action as may be necessary to implement its provisions.

1. *Term*

This MOU shall be effective as of the date of the District Board's ratification of same, and shall continue through September 30, 2007.

2. *Salary/Compensation Increases*

Salary compensation for District employees covered under this MOU shall increase during the term of this MOU as follows:

(A) For the period October 1, 2004, through September 30, 2005, said employees shall receive a 5% salary increase, which shall be retroactive to October 1, 2004. This 5% salary increase

is set forth in Exhibit A to this MOU. The District will issue a separate check for the retroactive pay to said employees during the first full pay period immediately following execution of this MOU.

(B) For the period October 1, 2005, through September 30, 2006, said employees shall receive a salary increase equivalent to the sum of a cost of living adjustment (“COLA”)ⁱ plus 1%; *provided, however, that* the salary increase for this period shall not be less than 3% and shall not exceed 5%.

(C) For the period October 1, 2006, through September 30, 2007, said employees shall receive a salary increase equivalent to the sum of COLA plus 1%; *provided, however, that* the salary increase for this period shall not be less than 3% and shall not exceed 5%.

3. *Health and Dental Insurance Premium Increases*

The District and the Association agree that during the term of this Agreement, the District and its employees shall pay for future health and dental insurance premium increases in accordance with the following principles: (1) the District will provide single employee health and dental insurance coverage at no cost to the employees that elect single employee coverage under the District’s health and dental plans; (2) for employees who do not elect single employee coverage, the District shall pay up to the first 5% of health and dental insurance premium increases when any such increases occur under the District’s health and dental plans; (3) the District and its employees who do not elect single employee coverage shall equally share (50/50) any health and dental insurance premium increases in excess of 5%. Accordingly, the District and the Association agree to the following amendments to section 6.9 of the District’s employee Policies and Rules Manual (dated September 12, 1996, as amended) (modifications shown in ~~strikeout~~/underline format):

6.9.1.1 Health, Dental and Vision Insurance plans for District employees are available which pay most hospital and doctor bills for employees and their families. Employees can participate by filing proper forms and having a fixed amount deducted from their paychecks each month, which amounts shall be deducted in accordance with section 6.9.1.4 below. For details of the programs, the employee should refer to the booklets provided by the health, dental and vision insurance carriers. It is important that an employee elect to have this coverage within 30 days of employment or of eligibility of any dependent. Employees should consult with the District controller for more specific details of the health, dental, and vision insurance programs.

ⁱ The COLA shall be based upon the Consumer Price Index (“CPI”) for “All Urban Consumers, U.S. City Average” for the trailing 12 month periods ending September 30, 2005 and September 30, 2006.

6.9.1.4 As of March 2005, the District and its employees shall pay for future health and dental insurance premium increases as follows: (1) District shall provide single employee health and dental insurance coverage at no cost to the employees that elect single employee coverage under the District's health and dental plans; (2) for employees who do not elect single employee coverage, the District shall pay up to the first 5% of health and dental insurance premium increases when any such increases occur under the District's health and dental plans; and (3) the District and its employees who do not elect single employee coverage shall equally share (50/50) any health and dental insurance premium increases in excess of 5%.

4. *Retiree Medical Coverage for Newly Hired Employees*

The District and the Association agree that the District shall not pay the District's share of health insurance premiums for employees that are hired by the District after the effective date of this MOU and that retire from their employment with the District. Accordingly, the District and the Association agree to the following amendments to section 6.9.1.3 of the District's said employee Policies and Rules Manual:

6.9.1.3 The District will also continue to pay the employer's share of health insurance for those employees still covered by the plan retiring after October 21, 1982, provided the retired employee continues to contribute to the employee's share of the premium, and provided further that the retired employee was initially hired by the District prior to March 1, 2005.

After a retired employee reaches the mandatory age and becomes eligible for Medicare benefits, the District may, at its discretion, coordinate any District provided health insurance with Medicare. For details of this coordination of benefits, please consult the current health insurance employee manual.

5. *CPR Training*

The District will provide voluntary CPR training to interested District employees, with initial training to be phased over a two-year period. Accordingly, the District and the Association agree to the following amendments to section 3.13 of the District's said employee Policies and Rules Manual:

3.13.2 The District will provide voluntary CPR training to interested District employees, with initial training to be phased over a two-year period commencing in March 2005.

6. *Boot Allowance*

The District and the Association agree that the District will increase the steel-toed safety shoe allowance to \$200.00 every two years. Employees may use the \$200 allowance all at once, or in two increments of \$100 each year. Accordingly, the District and the Association agree to the following amendments to section 3.15.2 of the District's said employee Policies and Rules Manual:

3.15.2 The District administers a safety shoe allowance program for the purchase of shoes that meet ANSI Z41 Protective Footwear Standards. Under the program, the District shall, every other year, provide a two hundred dollar (\$200.00) safety shoe allowance to those employees required to wear such shoes during work, provided that such employees are full-time, permanent District employees. Employees may use the \$200 allowance at one time or in multiple increments, not to exceed \$200, during the two-year period. Advanced authorization from the District is required in order to buy safety shoes under this program. Employees may purchase safety shoes from vendors the District does business with using the Purchase Order system. Should the amount be in excess of the \$200.00 allowance, the excess amount will be deducted from their paycheck as provided in section 3.14 of this manual. Should employees wish to purchase safety shoes outside the District's normal purchasing channels, they may do so and receive direct reimbursement by submitting a copy of the invoice verifying the safety shoe purchase. Direct reimbursement could possibly take up to four weeks.

7. *Bereavement Leave*

The District and the Association agree that the District will increase the maximum allowable bereavement leave from 16 hours to 24 hours per occurrence for immediate family members. Accordingly, the District and the Association agree to the following amendments to section 6.4.2 of the District's said employee Policies and Rules Manual:

6.4.2 Such leave shall be limited to three (3) consecutive working days per occurrence. An employee will be permitted to take a reasonable amount of accrued vacation or CTO, in addition to any paid funeral leave.

8. *Return from Worker's Compensation Leave and Health Insurance Payments*

The District and the Association agree that when an employee returns from Worker's Compensation leave that exceeds 30 days, the District will allow for the employee to make installment payments to the District to reimburse the District for the employee's share of health insurance premiums paid by the District during said leave. Accordingly, the District and the Association agree to the following amendments to section 6.9.2 of the District's said employee Policies and Rules Manual:

6.9.2 Worker's Compensation Insurance is mandatory for every employee and is provided in accordance with law. When an employee returns from Worker's Compensation leave that exceeds 30 days, the District will allow for the employee to make installment payments to the District to reimburse the District for the employee's share of health insurance premiums paid by the District during said leave. The installment payment term shall be equal to the length of the Worker's Compensation leave, and repayment shall take place by payroll deduction.

9. *Policy Re: Use of Electronic Medium and Retention of Electronic Records*

The District and the Association agree that the District's Policy on Use of the Electronic Medium and Retention of Electronic Records (dated May 20, 2004) shall be added to the District's said employee Policies and Rules Manual. Accordingly, the District and the Association agree to the following amendments to section 4 of the District's said employee Policies and Rules Manual:

4.9 *Electronic Medium and Electronic Records Retention*

The District utilizes the electronic medium to facilitate business communication, and encourages the use of electronic media to conduct District business in an efficient and effective manner. As a result, the District will implement the District's Policy on Use of the Electronic Medium and Retention of Electronic Records (dated May 20, 2004). A copy of this policy is attached as Appendix IV to this Manual, and is incorporated herein by reference.

10. Amendments and Incorporation of Policies and Rules Manual

The District and the Association agree the District's said employee Policies and Rules Manual sets forth certain terms and conditions of employment for Association employees that are matters within the scope of representation, and subject to the "meet and confer" requirements under California Government Code section 3505. Except as amended herein, the District and the Association incorporate herein by reference, as though set forth in full, the provisions of the employee Policies and Rules Manual.

11. Entire Agreement and Modifications

This MOU sets forth the entire understanding between the District and the Association. Any prior communications, negotiations, stipulations, and understandings, whether oral or written, are of no force or effect, and are superseded. No modification, amendment or extension of this MOU shall be valid unless expressly consented to in writing.

IN WITNESS WHEREOF, the parties hereto have executed this Memorandum of Understanding as of the dates written below.

Dated: March 1, 2005

Dated: March 1, 2005

GLENN-COLUSA IRRIGATION DISTRICT
LABOR COMMITTEE

GCID EMPLOYEES' ASSOCIATION
DESIGNATED REPRESENTATIVES

EXHIBIT A

SALARY SCHEDULE

October 1, 2004 through September 30, 2005

<u>Title</u>	<u>Step #</u>	<u>Monthly Salary</u>	<u>Annual Salary</u>
Water Operator I/II	8	\$2,911	\$34,930.00
Water Operator I/II	7	\$2,778	\$33,334.00
Water Operator I/II	6	\$2,656	\$31,873.00
Water Operator I/II	5	\$2,538	\$30,455.00
Water Operator I/II	4	\$2,427	\$29,120.00
Water Operator I/II	3	\$2,310	\$27,730.00
Water Operator I/II	2	\$2,219	\$26,628.00
Water Operator I/II	1	\$2,125	\$25,499.00
Water Operator I/II	Trainee	\$2,026	\$24,315.00
Water Operator I/II	Entry	\$1,923	\$23,075.00
Meter Technician	8	\$2,911	\$34,930.00
Meter Technician	7	\$2,778	\$33,334.00
Meter Technician	6	\$2,656	\$31,873.00
Meter Technician	5	\$2,538	\$30,455.00
Meter Technician	4	\$2,427	\$29,120.00
Meter Technician	3	\$2,310	\$27,730.00
Meter Technician	2	\$2,219	\$26,628.00
Meter Technician	1	\$2,125	\$25,499.00
Meter Technician	Trainee	\$2,026	\$24,315.00
Meter Technician	Entry	\$1,923	\$23,075.00
Pump Station Technician I/II	8	\$2,911	\$34,930.00
Pump Station Technician I/II	7	\$2,778	\$33,334.00
Pump Station Technician I/II	6	\$2,656	\$31,873.00
Pump Station Technician I/II	5	\$2,538	\$30,455.00
Pump Station Technician I/II	4	\$2,427	\$29,120.00
Pump Station Technician I/II	3	\$2,310	\$27,730.00
Pump Station Technician I/II	2	\$2,219	\$26,628.00
Pump Station Technician I/II	1	\$2,125	\$25,499.00
Pump Station Technician I/II	Trainee	\$2,026	\$24,315.00
Pump Station Technician I/II	Entry	\$1,923	\$23,075.00

EXHIBIT A (con't.)

SALARY SCHEDULE

October 1, 2004 through September 30, 2005

<u>Title</u>	<u>Step #</u>	<u>Monthly Salary</u>	<u>Annual Salary</u>
Maintenance Worker I/II	8	\$2,911	\$34,930.00
Maintenance Worker I/II	7	\$2,778	\$33,334.00
Maintenance Worker I/II	6	\$2,656	\$31,873.00
Maintenance Worker I/II	5	\$2,538	\$30,455.00
Maintenance Worker I/II	4	\$2,427	\$29,120.00
Maintenance Worker I/II	3	\$2,310	\$27,730.00
Maintenance Worker I/II	2	\$2,219	\$26,628.00
Maintenance Worker I/II	1	\$2,125	\$25,499.00
Maintenance Worker I/II	Trainee	\$2,026	\$24,315.00
Maintenance Worker I/II	Entry	\$1,923	\$23,075.00
Engineering Technician I/II	8	\$2,911	\$34,930.00
Engineering Technician I/II	7	\$2,778	\$33,334.00
Engineering Technician I/II	6	\$2,656	\$31,873.00
Engineering Technician I/II	5	\$2,538	\$30,455.00
Engineering Technician I/II	4	\$2,427	\$29,120.00
Engineering Technician I/II	3	\$2,310	\$27,730.00
Engineering Technician I/II	2	\$2,219	\$26,628.00
Engineering Technician I/II	1	\$2,125	\$25,499.00
Engineering Technician	Trainee	\$2,026	\$24,315.00
Engineering Technician	Entry	\$1,923	\$23,075.00
Mechanic	8	\$2,911	\$34,930.00
Mechanic	7	\$2,778	\$33,334.00
Mechanic	6	\$2,656	\$31,873.00
Mechanic	5	\$2,538	\$30,455.00
Mechanic	4	\$2,427	\$29,120.00
Mechanic	3	\$2,310	\$27,730.00
Mechanic	2	\$2,219	\$26,628.00
Mechanic	1	\$2,125	\$25,499.00
Mechanic	Trainee	\$2,026	\$24,315.00
Mechanic	Entry	\$1,923	\$23,075.00
Equipment Operator	8	\$2,911	\$34,930.00
Equipment Operator	7	\$2,778	\$33,334.00
Equipment Operator	6	\$2,656	\$31,873.00
Equipment Operator	5	\$2,538	\$30,455.00
Equipment Operator	4	\$2,427	\$29,120.00
Equipment Operator	3	\$2,310	\$27,730.00
Equipment Operator	2	\$2,219	\$26,628.00
Equipment Operator	1	\$2,125	\$25,499.00

Equipment Operator	Trainee	\$2,026	\$24,315.00
Equipment Operator	Entry	\$1,923	\$23,075.00

EXHIBIT A (con't.)

SALARY SCHEDULE

October 1, 2004 through September 30, 2005

<u>Title</u>	<u>Step #</u>	<u>Monthly Salary</u>	<u>Annual Salary</u>
Shop Attendant	8	\$2,911	\$34,930.00
Shop Attendant	7	\$2,778	\$33,334.00
Shop Attendant	6	\$2,656	\$31,873.00
Shop Attendant	5	\$2,538	\$30,455.00
Shop Attendant	4	\$2,427	\$29,120.00
Shop Attendant	3	\$2,310	\$27,730.00
Shop Attendant	2	\$2,219	\$26,628.00
Shop Attendant	1	\$2,125	\$25,499.00
Shop Attendant	Trainee	\$2,026	\$24,315.00
Shop Attendant	Entry	\$1,923	\$23,075.00
Accounting Specialist	6	\$2,911	\$34,930.00
Accounting Specialist	5	\$2,778	\$33,334.00
Accounting Specialist	4	\$2,656	\$31,873.00
Accounting Specialist	3	\$2,538	\$30,455.00
Accounting Specialist	2	\$2,427	\$29,120.00
Accounting Specialist	1	\$2,310	\$27,730.00
Office Specialist I/II	6	\$2,911	\$34,930.00
Office Specialist I/II	5	\$2,778	\$33,334.00
Office Specialist I/II	4	\$2,656	\$31,873.00
Office Specialist I/II	3	\$2,538	\$30,455.00
Office Specialist I/II	2	\$2,427	\$29,120.00
Office Specialist I/II	1	\$2,310	\$27,730.00