

**SIDE LETTER TO CURRENT MEMORANDUM OF UNDERSTANDING  
BETWEEN THE CITY OF REDLANDS AND THE GENERAL EMPLOYEE  
ASSOCIATION OF REDLANDS (GEAR)  
FURLOUGH PROGRAM FOR FISCAL YEAR 2008-2009**

On October 30, 2008, the City and GEAR representatives (hereinafter referred to as "unit") met to discuss the economical issues facing the City of Redlands during the financial downturn. As a result of this meeting the parties agreed on the following which comprises the specifics of the Furlough Program.

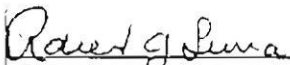
1. Furlough days (without pay) up to the equivalent of 80 hours shall be taken by all unit employees. This furlough program will only be used as a "last resort" (last resort being determined solely by City Management) if the budget issues continue to decline.
  2. Agreement to the Furlough Program, as defined, will exempt all members of the Unit from being "laid off" through the end of this fiscal year (June 30, 2009).
  3. Furlough days will be taken on January 2, 2009 and between February 26, 2009 and June 30, 2009 on every other Friday (current open Fridays).
  4. Departments that, due to operational needs, cannot close every other Friday will be accommodated by an alternative method to facilitate participation in the furlough program. The individual department or division will be responsible for establishing an appropriate plan and communicating the plan in advance to the union representatives and affected employees.
  5. Employees with alternative schedules will be required to take their furlough hours at intervals determined by their specific department or division. Advanced notice of this plan will be communicated with union representatives and affected employees.
  6. Unit employees will not be allowed to utilize any accrued sick leave, vacation or comp time to facilitate compensation on any designated furlough days.
  7. Unit employees will have the option to participate in the sick leave "give back" process during the sick leave buy back period. This allows the following:
    - a. Unit employees who qualify for sick leave buy back may give back their allotted amount (up to 48 hours) of accrued sick leave to use toward 48 hours of required furlough days.
    - b. The designated give back hours will be held in abeyance until used or June 30, 2009
    - c. These designated leave hours will be removed from the participating employee's sick leave accrual bank at the time of each applicable furlough day.
    - d. If the designated give back hours are not used for furlough days, the employee will have the option to have those hours paid out after June 30, 2009 or leave them in their sick leave accrual bank.
  8. All Unit employees including employees hired after the date of this agreement through June 30, 2009 will be required to participate in the furlough program.
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**SIDE LETTER — FURLOUGH PROGRAM - GEAR**

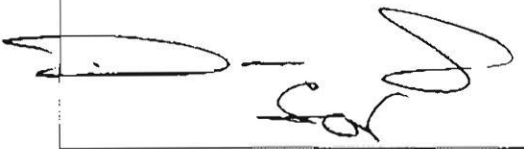
9. If there is a significant increase in employee workload expectations in relation to any furlough days taken, the Department Director will consult with union representatives and affected employees.
10. Department Directors will be responsible for establishing staffing levels and scheduling operations.
11. Unit employees will receive frequent communication on the status of the budget and the need for and use of any furlough days.

This side letter will be in effect from December 1, 2009 through June 30, 2009.

**GENERAL EMPLOYEES ASSOCIATION OF REDLANDS:**

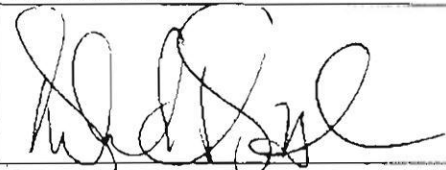
  
ROBERT LUNA,  
GEAR PRESIDENT

2/12/09  
DATE

  
STACEY CUE,  
SBPEA REPRESENTATIVE

2/24/09  
DATE

**CITY OF REDLANDS:**

  
DEBBIE SCOTT-LEISTRA,  
HUMAN RESOURCES DIRECTOR

2/24/09  
DATE

  
JON HARRISON,  
MAYOR

3/3/09  
DATE

ATTEST:

  
LORRIE POYZER,  
CITY CLERK

3-3-2009  
DATE



4. Conference with labor negotiator - Government Code §54957.6  
Agency Negotiators: N. Enrique Martinez, Debbie Scott-Leistra  
and Steve Filarsky  
Employee Organizations: Redlands Association of Management  
Employees, Redlands Association of Mid-Management Employees,  
General Employees Association of Redlands (SBPEA), Redlands  
Civilian Safety Employees Association (SBPEA), Redlands Police  
Officers Association, Redlands Professional Firefighters Association,  
Redlands Association of Safety Management Employees and Redlands  
Association of Fire Management Employees
5. Conference with Labor Negotiators - Government Code §54957.6
  - a. Unrepresented employee: City Manager

#### ADJOURNMENT

No report was expected following the closed session, and the City Council meeting adjourned. The next regular meeting scheduled to be held on March 17, 2009, will not be held. The next regular meeting will be held on April 7, 2009.

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City Clerk