

**LETTER OF AGREEMENT  
BETWEEN  
THE CITY OF BURBANK  
AND  
THE BURBANK MANAGEMENT ASSOCIATION (BMA)**

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Subject: STAND-BY/CALL-OUT PAY DIFFERENTIAL

On October 29, 2019, the City Council adopted the BMA Memorandum of Understanding (MOU) dated January 1, 2020 through June 30, 2022 and resolution number 19-29,116. Following the City Council's adoption of the BMA MOU and resolution number 19-29,116, the City and BMA agree to modify provisions in the MOU regarding Stand-By/Call-Out Pay.

The Collection Systems Supervisor in the Wastewater Systems Division of Public Works is a BMA Manager that currently is on-call, receives overtime pay, and supervises direct reports who are members of the Burbank City Employees' Association (BCEA) bargaining unit that currently receive Stand-By/Call-Out Pay. The Collection Systems Supervisor is required to respond to emergency call-outs and does not currently receive Stand-By Pay. Therefore, to provide reasonable incentive, and assist in the retention and future recruitment for the classification, the City and BMA agree to establish a Stand-By/Call-Out Pay differential for the Collection Systems Supervisor, as shown by the redline text below.

The modifications in redline text below are within the authority granted to the City Manager under resolution 19-29,116 to "correct internal inequities; address recruitment and retention issues; and compensate for new and/or increased services and/or duties." The funds for the differential are available in the Fiscal Year 2021/22 budget.

Article II, Section G - Differential and Shift Pay


9. The Collections Systems Supervisor in the Wastewater Systems Division of Public Works will receive a Stand-By/Call-Out Pay differential of twelve percent (12%) of their monthly salary, only when assigned to perform stand-by/call-out duty.

This differential shall remain valid through and beyond the term of the current MOU and will be incorporated into the next MOU.

Signature Date: 7/7/22

Effective Date: The beginning of the pay period following the above signature date.

  
Justin Hess  
City Manager

  
Michael Carson  
BMA President

Approved as to Form:

  
Betsy McClinton  
Management Services Director

  
Jina Oh  
Chief Assistant City Attorney

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