

RESOLUTION NO. 6466

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, ADDENDUM TO
RESOLUTION NO. 6332, IMPLEMENTING PAY CUTS, FURLOUGHS, AND FREEZES FOR
UNREPRESENTED/CONFIDENTIAL POSITIONS.**

WHEREAS, the COVID-19 pandemic has created an unforeseen and severe economic impact on the City;

WHEREAS, the City has explored various options to save costs for the City's personnel costs;

WHEREAS, the City has decided to implement furloughs, freezes in step increases and deferring any cash outs of accrued leave for its employees subject to Resolution No. 6322.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GARDENA, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1.

The terms below are applicable to following employees:

Contractual Employees:

- City Manager
- Chief of Police

Unrepresented Employees:

- Community Development Director
- Deputy City Clerk
- Deputy City Treasurer
- Director of Recreation
- Director of Transportation
- All Confidential Employees
- All Transitional Employees

SECTION 2. FURLOUGHS

1. Work "furlough" refers to one or more hours of required unpaid leave taken on a consecutive basis.
2. Effective the first full pay period following July 1, 2020, FLSA non-exempt employees subject to furloughs shall be furloughed without pay according to the terms of this resolution until the City's financial condition has improved to appropriate levels and the impacts related to the COVID-19 pandemic emergency have been resolved. At that time, the City will evaluate its financial situation and circumstances to determine whether to terminate the furloughs.
3. Furlough days shall be taken at the rate of eight hours per pay period. Such furlough will amount in a reduction of 10% in pay.

Furlough days shall generally be scheduled for eight hours on alternate Fridays. Department Heads have the discretion to change furlough days to days other than Fridays in situations where operations

necessitate that they be taken on alternative days, but shall not have employees be on furlough more than eight hours in a pay period.

4. All employees who are furloughed will not be permitted to perform any work on their furlough day, unless City management specifically asks them to do so. If such employees are asked to work, the City will pay them for all hours they end up working at their regular base rate of pay for that day consistent with the Resolution No. 6332 and City pay schedules.

5. Employees will not be permitted to use, or be entitled to, any accrued leaves on their furlough day. This includes, but is not limited to, sick leave, personal holidays, vacation, and holiday leave. The furlough day is not a workday. Employees' hourly rates will not be reduced.

6. Furlough time will not be considered time in paid status for the following: accrual of paid leave, seniority, time in service for step increases, completion of probation, eligibility for holidays, and eligibility for health and welfare benefits. Furlough time will also not count as hours worked in calculating overtime.

SECTION 3. REDUCTION IN PAY

Effective the first full pay period after July 1, 2020, Unrepresented FLSA-exempt employees shall receive a reduction of 10% in their base salary. Contractual employees shall receive a reduction of 10% equivalent to their base salary.

Unrepresented FLSA-exempt employees shall be scheduled to work 72 hours per pay period. Department Heads have the discretion to set the employee's work schedule, but shall not have employees scheduled for more than 72 hours in a pay period. If an employee works beyond their work schedule, the employee is not entitled to overtime because they are FLSA-exempt employees.

SECTION 4. STEP INCREASES

Effective July 12, 2020, step increases, if applicable, will be suspended.

SECTION 5. EMPLOYEE SICK LEAVE

Effective July 12, 2020, conversion of unused sick leave to cash or time off will be suspended.

The employee shall still have the right to convert sick leave upon separation, but only if they would have had this right prior to this Resolution.

The employee shall still have the option of applying unused sick leave to his/her CalPERS account up to the limits set by CalPERS.

SECTION 6. VACATION

Effective July 12, 2020, vacation buy-backs, if applicable, will be suspended.

SECTION 7.

All other terms and conditions of Resolution No. 6332 remain in effect.

SECTION 8.

That this resolution shall be effective July 12, 2020.

BE IT FURTHER RESOLVED that the City Clerk shall certify to the passage and adoption of this Resolution; shall cause the same to be entered among the original Resolutions of said City; and shall make a minute of the passage and adoption thereof in the records of the proceedings of the City Council of said City in the minutes of the meeting at which the same is passed and adopted.

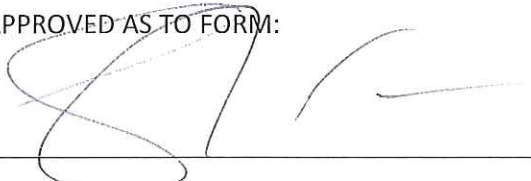
Passed, approved, and adopted this 4th day of July, 2020.


TASHA CERDA, Mayor

ATTEST:


 MINA SEMENZA, City Clerk

APPROVED AS TO FORM:


CARMEN VASQUEZ, City Attorney

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF GARDENA)

I, **MINA SEMENZA**, City Clerk of the City of Gardena, do hereby certify that the whole number of members of the City Council of said City is five; that the foregoing Resolution, being **Resolution No. 6466** duly passed and adopted by the City Council of said City of Gardena, approved and signed by the Mayor of said City, and attested by the City Clerk, all at a regular meeting of said City Council held on the **14th day of July, 2020**, and that the same was so passed and adopted by the following roll call vote:

AYES: COUNCIL MEMBER KASKANIAN, MAYOR PRO TEM HENDERSON, COUNCIL MEMBERS TANAKA AND FRANCIS AND MAYOR CERDA

NOES: NONE

ABSENT: NONE

Becky Romero
for _____
City Clerk of the City of Gardena, California

(SEAL)