

**SIDE LETTER AMENDMENT OF THE MEMORANDUM OF UNDERSTANDING
BETWEEN THE COTATI EMPLOYEES' ASSOCIATION AND THE CITY OF COTATI**

1. This side letter agreement is between the City of Cotati (hereinafter called "City") and the Cotati Employees' Association (CEA) (hereinafter called "Association") (collectively called "the parties").
2. The intent of this Side Letter Agreement is to amend Section 5.01 of the Memorandum of Understanding (MOU) between the parties, pertaining to "Unit Descriptions". Section 5.01 shall be amended as follows and shall supersede the language in the MOU effective July 1, 2021.

ARTICLE 5: UNIT DESCRIPTION

Section 5.01.

The following classifications are represented by the Cotati Employees' Association and are members of this unit:

Classifications

Finance Track

Account Clerk

Accounting Technician

Accountant

Senior Accountant

Administrative Track

Office Assistant

Administrative Assistant

Management Analyst (Non-Confidential)

Senior Management Analyst (Non-Confidential)

Community Development Track

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Permit Technician

Planning Technician

Assistant Planner

Associate Planner

Senior Planner

Building Inspector

Engineering/Public Works Track

Laborer

Maintenance Worker I

Maintenance Worker II

Maintenance Worker III

Engineering Technician

Associate Engineer

Civil Engineer

Recreation Track

Recreation Coordinator

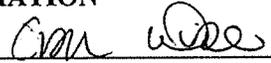
3. The terms and conditions set forth in this Side Letter Agreement have been mutually agreed upon by the designated bargaining representatives of the City and the Association, and will apply to all employees covered by the MOU between the City and the Association.

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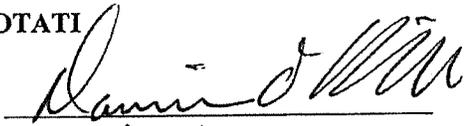
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4. This Side Letter is subject to ratification by Association membership and approval by the Cotati City Council. Upon ratification and adoption, this Side Letter will amend the MOU between the parties.

**COTATI EMPLOYEES
ASSOCIATION**

By: 
Date: 10/5/2021

CITY OF COTATI

By: 
Date: 10/13/2021
Authorized: Resolution 2021-96
Date: 10/12/2021