

**SIDE LETTER OF AGREEMENT**  
City of San Buenaventura and  
Ventura Police Officers' Association

This Side Letter of Agreement to the existing Memorandum of Understanding (July 1, 2018 – June 30, 2020) [MOU] and associated Side Letter extending the MOU (July 1, 2020 – December 31, 2020) [Extension Side Letter] is entered into between the City of San Buenaventura, by and through its City Manager, and the Ventura Police Officers' Association [VPOA], by and through its duly authorized representative. This Side Letter of Agreement [Furlough Side Letter] hereby amends the terms and conditions of the MOU and Extension Side Letter as follows:

**Article 4 - Wages** (add to existing language)

- E. Furlough
1. Due to revenue short-falls and increased expenses due to the worldwide COVID-19 situation, VPOA members will be on unpaid furlough for forty (40) regular hours between the signing of this agreement and December 25, 2020. Unpaid furlough hours must be taken in increments of at least four (4) hours.
  2. In-lieu of being subjected to the furlough referenced above in section (E)(1) of Article 4, VPOA members may elect to relinquish forty (40) hours of holiday time from their current holiday bank by notifying the Assistant Human Resources Director no later than August 6, 2020.
  3. Any VPOA member who retires on or before August 6, 2020, is not subject to the provisions of section (E)(1) and (2) of Article 4. If a VPOA member does not retire on or before August 6, 2020, he or she will be subject to the provisions of section (E)(1) and (2) of Article 4.
  4. Any new VPOA member who is hired on or after the signing of this agreement is not subject to this provision.
- F. Merit pay increases for VPOA members are suspended through December 31, 2020.

The above amendments are contingent upon the financial status of the City. Should the City receive emergency state or federal funding, the City agrees to meet and confer over elimination and/or reversal of the provisions indicated in sections (E) and (F) of Article 4.

The amendment to Article 4 referenced above shall expire on December 31, 2020.

FOR VPOA

  
\_\_\_\_\_  
Joseph Metz  
President

Ventura Police Officers' Association

7-27-20  
\_\_\_\_\_  
Date

FOR THE CITY

  
\_\_\_\_\_  
Alex D. McIntyre  
City Manager

6/30/20  
\_\_\_\_\_  
Date

APPROVED AS TO FORM  
Gregory G. Diaz, City Attorney

Gregory G. Diaz / for 6/23/2020

By: Andy Viets,  
Sr. Assistant City Attorney