



**City of Santa Ana**  
**20 Civic Center Plaza, Santa Ana, CA 92701**  
**Staff Report**  
**December 5, 2023**

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**TOPIC:** First Amendment to the Memorandum of Understanding between the City of Santa Ana and the Confidential Association of Santa Ana

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**AGENDA TITLE**

Approve a First Amendment to the Memorandum of Understanding between the City of Santa Ana and the Confidential Association of Santa Ana

**RECOMMENDED ACTION**

Authorize the Interim City Manager to execute a First Amendment to the Memorandum of Understanding (MOU) between the City of Santa Ana and the Confidential Association of Santa Ana (CASA) for the period of July 1, 2022 through June 30, 2025, modifying and delineating specific articles of the MOU subject to non-substantive changes approved by the City Manager and City Attorney (Agreement No. 2023-XXX).

**GOVERNMENT CODE §84308 APPLIES:** No

**DISCUSSION**

The City Council approved a Memorandum of Understanding (MOU) between the City of Santa Ana and the Confidential Association of Santa Ana (CASA) on July 18, 2023. Section 9.8(A) of the MOU contains a reopener to discuss the potential payment for employees who are required to work during the holiday closure. The parties have met and conferred and tentatively agreed to the terms in the First Amendment to the MOU. Employees who are required to work during the holiday closure shall receive one floating holiday for each full day of work, up to a maximum of three floating holidays. Any unused floating holiday(s) earned during the holiday closure will carry over for use by the end of the following calendar year.

**FISCAL IMPACT**

The estimated maximum cost of the MOU amendment for FY 2023-2024 is \$8,212. Appropriations for FY 2023-24 are included in the Adopted Fiscal Year 2023-24 Operating Budget.

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**EXHIBIT(S)**

1. First Amendment to the Memorandum of Understanding between the City of Santa Ana and the Confidential Association of Santa Ana

Submitted By: Ramon Figueroa, Acting Executive Director of Human Resources

Approved By: Tom Hatch, Interim City Manager