

**MEMORANDUM OF UNDERSTANDING**  
**by and between the**  
**City of Sammamish, Washington**  
**and the**  
**Washington State Council of County and City Employees, AFSCME Council 2 Local 1425**

This Memorandum of Understanding (“MOU”) is entered into by and between the City of Sammamish (the "City") and the Washington State Council of County and City Employees AFSCME Council 2 Local 1425 (the “Union”) (collectively, the “Parties”), regarding hotel accommodations during an emergency.

I. Background

- A. The Parties have executed a collective bargaining agreement ("CBA"), valid until December 31, 2026, or until a successor agreement is ratified and approved.
- B. There is language in Article 6 – Hours of Work and Overtime, Section 4. Emergencies, subsection E Emergency Lodging committing the parties to use the Labor/Management structure to work on Emergency Lodging language to codify current practices.
- C. This MOU outlines the agreed upon language, and amends Article 6, Section 4(E).

II. Terms and Conditions

In consideration of the terms and conditions set forth herein and the mutual benefits to be derived, the Parties agree as follows:

- A. Article 6 – Hours of Work and Overtime, Section 4. Emergencies, subsection E, Emergency Lodging, shall be replaced with the following new, underlined text:

**Section 4. Emergencies.**

~~The City recognizes the importance of employee safety during emergency events and further recognizes the mutual benefit to both parties. The Employer and the Union agree to explore the topic of emergency lodging and establish parameters for this benefit through future Labor-Management Committee meetings consistent with Article 21.~~

- E. When emergency conditions necessitate the City to transition from normal operations to emergency operations utilizing 12-hour shifts, the City shall offer hotel accommodations to employees assigned to such shifts for the intended use described below.

The purpose of providing hotel accommodations is to support employee safety and ensure reliable staffing by reducing employee fatigue during emergency operations. Hotel accommodations shall be offered under the following conditions: Emergency winter

operations, other declared emergency situations, an employee's inability to reliably report for their assigned shift, or issues related to rest or fatigue.

Hotel selection shall be determined by the City based on availability, cost, and proximity to the work site, with Issaquah and Redmond serving as primary lodging locations, unless circumstances require alternatives. Prior to and during emergency events, the City will conduct outreach to applicable staff and inquire about the need for hotel accommodations. Employees who wish to use hotel accommodations must notify their supervisor as early as practical to ensure availability and to comply with hotel policies.

The City shall arrange and bear all costs for a standard hotel room. Employees who make their own lodging arrangements are solely responsible for the entire cost of such accommodations. Any additional charges such as room service, upgrades, movies, damage, or any other incidental expenses related to lodging are the sole financial responsibility of the employee.

B. Except as expressly set forth herein, the underlying CBA shall remain in full force and effect.

For the Union:

For the City:

*Matt Wood*  
Matt Wood (May 21, 2026 12:59:24 PDT)  
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Matt Wood  
Staff Representative WSCCCE  
Dated: 05/21/2026  
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*Scott MacColl*  
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Scott MacColl  
City Manager  
Dated: 05/26/2026  
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*Darci Donovan*  
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Darci Donovan  
President AFSCME Council 2 Local 1425  
Dated: 05/21/2026  
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# Exhibit 1 - Hotel Accommodations MOU

Final Audit Report

2026-05-26

Created:	2026-05-21
By:	Rebecca Kronblat (RKronblat@Sammamish.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAhkgsDzGd4HuC1CnfMowmQif3hmuNfz-b

## "Exhibit 1 - Hotel Accommodations MOU" History

-  Document created by Rebecca Kronblat (RKronblat@Sammamish.us)  
2026-05-21 - 7:42:18 PM GMT
-  Document emailed to Darci Donovan (ddonovan@sammamish.us) for signature  
2026-05-21 - 7:42:22 PM GMT
-  Email viewed by Darci Donovan (ddonovan@sammamish.us)  
2026-05-21 - 7:42:30 PM GMT
-  Document e-signed by Darci Donovan (ddonovan@sammamish.us)  
Signature Date: 2026-05-21 - 7:50:40 PM GMT - Time Source: server - Signature Appearance Selected: IMAGE
-  Document emailed to Matt Wood (mattw@council2.com) for signature  
2026-05-21 - 7:50:42 PM GMT
-  Email viewed by Matt Wood (mattw@council2.com)  
2026-05-21 - 7:51:22 PM GMT
-  Document e-signed by Matt Wood (mattw@council2.com)  
Signature Date: 2026-05-21 - 7:59:24 PM GMT - Time Source: server - Signature Appearance Selected: TYPE
-  Document emailed to Scott MacColl (smaccoll@sammamish.us) for signature  
2026-05-21 - 7:59:26 PM GMT
-  Email viewed by Scott MacColl (smaccoll@sammamish.us)  
2026-05-21 - 7:59:29 PM GMT
-  Email viewed by Scott MacColl (smaccoll@sammamish.us)  
2026-05-22 - 10:33:48 PM GMT
-  Email viewed by Scott MacColl (smaccoll@sammamish.us)  
2026-05-23 - 10:37:50 PM GMT

 Email viewed by Scott MacColl (smaccoll@sammamish.us)


2026-05-24 - 8:32:15 PM GMT

 Email viewed by Scott MacColl (smaccoll@sammamish.us)

2026-05-25 - 8:04:07 PM GMT

 Document e-signed by Scott MacColl (smaccoll@sammamish.us)

Signature Date: 2026-05-26 - 4:31:17 PM GMT - Time Source: server - Signature Appearance Selected: IMAGE

 Agreement completed.

2026-05-26 - 4:31:17 PM GMT