

SIDE LETTER OF AGREEMENT

CITY OF SANTA PAULA

AND

SANTA PAULA POLICE OFFICER'S ASSOCIATION (SPPOA)

The City of Santa Paula's ("City") and the Santa Paula Police Officer's Association ("SPPOA") have agreed to the following changes to the 2021-2023 Memorandum of Understanding (MOU) section 9 definition of *Holidays*. The following changes will be effective the first full pay period following Council adoption:

Section 9 - Holidays

Unit personnel will be eligible to receive a Holiday Leave Bank with eleven (11) holidays paid at straight time and one Floating Holiday Leave Bank of 10 – 12 hours paid at straight time. Holiday leave hours received will be determined by the employees work schedule and will be accrued before every holiday pay period. Holiday hours cannot be used in excess of regular hours worked, or prior to being accrued. Floating holiday hours are to be used throughout the year, may be used for any purpose that vacation, sick, and compensatory leave may be used for, as long as prior approval is gained from the Supervisor.

Any extra floating holiday hours not used by the end of the calendar year would be carried over for ninety (90) days. If the employee does not use the hours by that date, they lose the carryover hours. The Holiday Leave Bank hours do not have a cash value.

All unit personnel assigned to patrol and dispatch will be required to work on a fixed holiday unless prior approval is gained from the Supervisor. All other unit personnel not assigned to patrol or dispatch will be required to take fixed holiday's off, unless prior approval is gained from the Chief of Police or designee. Holiday leave is intended to be used for fixed holidays, unless unit personnel is assigned to work at which point the holiday hours maybe used at a later regularly scheduled day, as approved by the Chief of Police or designee. Unit personnel required to take the fixed holiday off, may not use other forms of accrued leave for the fixed holiday.

Except as otherwise provided, unit personnel within the representation unit shall have the following fixed holidays with pay:

January 1st - New Year's Day

Martin Luther King Jr. Day - Third Monday in January

Presidents Day - Third Monday in February

Memorial Day - Last Monday in May

Independence Day - July 4

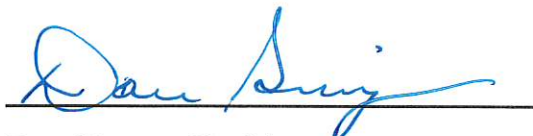
Admissions Day - September 9th
Labor Day - First Monday of September
Veteran's Day - November 11th
Thanksgiving Day
Friday after Thanksgiving
December 25th - Christmas Day
One (1) floating/personal day

If a holiday is worked, unit personnel will receive pay at a straight-time rate for all hours worked, except when the Chief of Police or designee deems the call-back necessary to manage emergency situations or when unit personnel are required to work special events sponsored by the city or where the City has contracts with third parties to provide police services that are reimbursable.

Unit employees may carry-over a maximum of eighty (80) hours of holiday leave from one calendar year to another, and may cash out a maximum of eighty (80) hours of holiday leave upon separation from employment. Eligible holiday cash out includes all hours carried over from the prior calendar year, and any unworked hours for holidays in the current calendar year.

This side letter shall be effective the first full pay period upon ratification by the City Council and retroactively applied to any holidays occurring after September 1, 2021.

For the City of Santa Paula



Dan Singer, City Manager

For SPPOA



Dan McCarthy, President