

**Side Letter of Agreement
Between the City of San Leandro
and the
San Leandro Police Management Association (SLPMA)**

This Side Letter of Agreement ("Agreement") is made between the City of San Leandro (City) and the San Leandro Police Management Association (SLPMA) for the purpose of ensuring compliance with the requirements of CalPERS to clarify the conditions of holiday-in-lieu (hereinafter "Holiday Pay") in the current Memorandum of Understanding for the period January 1, 2023 through June 30, 2028 and the prior Memorandum of Understanding dated January 1, 2020 through December 31, 2022.

Pursuant to the current SLPMA MOU in Section 5.0 Holidays:

Employees shall receive a 7% holiday pay premium in lieu of holiday overtime and accruing holiday time. This pay is in recognition that SLPMA members work in positions that require scheduled staffing without regard to holidays. Holiday-in-lieu pay shall be paid in equal amounts in each pay period.

In order to clarify the intent of the parties, the City and SLPMA have agreed to amend the Holiday Pay language in Section 5.0 Holidays.

The City recognizes the following holidays per year:

January 1 (New Year's Day)
Third Monday in January (Martin Luther King's Birthday)
Second Monday in February (Lincoln's Birthday)
Third Monday in February (Washington's Birthday)
March 31 (Cesar Chavez Day)
Last Monday in May (Memorial Day)
June 19 (Juneteenth)
July 4 (Independence Day)
First Monday in September (Labor Day)
November 11 (Veteran's Day)
Thanksgiving
Day after Thanksgiving
One-half (1/2) day on the day before Christmas
Christmas
One-half (1/2) day on the day before New Year's Day

Police Lieutenants, Police Captains, and Assistant Police Chiefs may be scheduled to work on City-recognized holidays because they work in positions that require scheduled staffing without regard to holidays. In lieu of paid time off on City-recognized holidays, Police Lieutenants, Police Captains, and Assistant Police Chiefs shall receive Holiday Pay which is additional compensation over and above their normal base rate of pay for approved holidays. Holiday Pay is calculated at 7% of the employee's base pay, based on 145.60 hours divided by 2,080 annual work hours. This equals 10.4 hours for each full holiday or 5.2 hours for each half holiday and is paid in lieu of receiving paid time off or any other form of holiday compensation. Base pay is defined as the base rate of pay that an employee receives in accordance with the publicly available pay schedule.

The parties agree that Holiday Pay is special compensation and shall be reported per pay period as earned to CalPERS, to the extent legally permissible, pursuant to CCR Title 2 Section 571(a)(5) and Section 571.1(b)(4). CalPERS makes the final determination as to whether compensation is pensionable.

In recognition of the City's observance of Juneteenth and Cesar Chavez Day, each employee represented by the Association shall be entitled to two floating holidays (16 hours). Floating holidays shall be scheduled at a time mutually convenient for the employee and the Police Chief. The floating holidays must be taken during each calendar year and may not be carried over to another calendar year or converted to pay. Floating holidays are not reportable to CalPERS as holiday pay.

Employees wishing to take a holiday off must use accrued leaves. Employee requests for time off on a City holiday will be granted for those working assignments other than patrol. Employees assigned to patrol will have time off requests approved subject to existing practice for time off requests. At their discretion, the Police Chief may require that specified holidays must be taken off by all employees working assignments other than patrol, however such directives must apply uniformly to all non-patrol assignments.

FOR THE CITY OF SAN LEANDRO

FOR THE SAN LEANDRO POLICE
MANAGEMENT ASSOCIATION

Date

Janelle Cameron
City Manager

Luis Torres
SLPMA President