



## EXHIBIT C

### **SIDE LETTER AGREEMENT BETWEEN THE CITY OF PETALUMA AND THE PEACE OFFICERS ASSOCIATION OF PETLAUMA (POAP), UNIT 6**

The City of Petaluma (“City”) and the Peace Officers Association of Petaluma, Unit 6 (“POAP”) are parties to a Memorandum of Understanding (“MOU”) effective from July 1, 2021 through June 30, 2024. That MOU included a change to the language in Article 11. Holidays. The representatives of the City and the POAP have met and reached agreement on this Side Letter of Agreement (SLA) for the purpose amending the existing language in Section 11.7 Holiday Pay, to address recent changes in work schedules for employees in classifications in the Dispatcher Series.

This Side Letter of Agreement (SLA) shall be effective the first full pay period following full execution and remain in effect until a successor MOU is negotiated, when it will be the intent of the parties to incorporate this SLA language in the successor MOU.

The agreed-upon changes to Section 11.7 are as follows.

#### **SECTION 11 HOLIDAYS**

##### 11.7 Holiday Pay

###### A. Sworn Employees

Employees in the Sworn classifications of Police Investigator, Police Investigative Sergeant, Police Sergeant, and Police Officer will be compensated at eight (8) hours for each holiday identified by City Council Resolution per Section 11.1. Sworn employees regularly required to work holidays as part of their normal schedule shall be compensated with holiday pay in lieu of the holiday in the amount of eight (8) hours for each observed holiday as the holiday occurs.

###### B. Dispatchers

Employees in classifications in the Dispatcher Series (Public Safety Communications Supervisor and Public Safety Dispatcher) will be compensated at ten (10) hours for each holiday identified by City Council Resolution per Section 11.1. Employees in the Dispatcher Series who are regularly required to work holidays as part of their normal schedule shall be compensated with holiday pay in lieu of the holiday in the amount of ten (10) hours for each observed holiday as the holiday occurs.

###### C. Other Non-Sworn Classifications

For all other Non-sworn classifications, holidays identified by City Council Resolution per Section 11.1 will be based on the employee’s regular work shift. For example, if an employee works a 4/10 schedule, they shall receive ten (10) hours of holiday pay for the holiday. If an employee works a 9/80 schedule, they shall receive nine (9) hours of holiday pay for the holiday, or eight (8) hours holiday pay if the holiday falls on their regularly scheduled eight (8) hour workday as part of their 9/80 schedule. If an employee works a 5/8 (five days per week, eight (8) hours per day) schedule, they shall receive eight (8) hours of holiday pay for the holiday. The same shall be true for any employee whose regular work week

is fewer than 40 hours per week, except that no such employee shall receive more than eight (8) hours of holiday pay for the holiday.

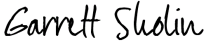
Holiday pay shall be calculated based on the employee's regular rate of pay in effect at the time of payment.

D. Police Officer Trainee

Police Officer Trainees shall receive eight (8) hours of holiday pay for holidays identified by City Council Resolution per Section 11.1 of the current Memorandum of Understanding regardless of whether they are required to be at the training academy or not.

This Side Letter of Agreement is executed by the employer-employee relations representatives whose signature appears below for their respective organizations.

**PEACE OFFICERS ASSOCIATION OF PETALUMA**

DocuSigned by:  
 5/9/2023  


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 Garrett Sholin, President, Peace Officers' Association of Petaluma Date

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 Mario Giomi, Vice President, Peace Officers' Association of Petaluma Date

**CITY OF PETALUMA**

DocuSigned by:  
 5/9/2023  


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 Peggy Flynn, City Manager Date

DocuSigned by:  
 5/9/2023  


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 Charla Freckmann, Director of Human Resources Date