



CITY OF REDDING  
777 CYPRESS AVENUE, REDDING, CA 96001  
P.O. BOX 496071, REDDING, CA 96049-6071

November 4, 2016  
P-100-050-120

Brian Moore, RPOA President  
Dan Thompson, RPOA Labor Representative  
Redding Peace Officers Association  
1860 Park Marina Drive  
Redding, CA 96001

Subject: Side Letter of Agreement to Memorandum of Understanding between City of Redding and RPOA regarding Holiday Premium Pay Reportable to CalPERS

Dear Brian and Dan:

The purpose of this letter is to confirm the understanding reached between the City of Redding and Redding Peace Officers Association regarding the calculation of regular rate of pay and holiday premium pay. The City proposes the following language change to the Memorandum of Understanding (MOU) between the City and RPOA, Article 9: Hours and Overtime, Section 9.5 (a) to clarify the calculation of regular rate of pay, and Article 17: Holidays, Sections 17.1 to clarify the conditions for payment of holiday premium pay. The proposed revisions are indicated in strikeout and underlining below.

**Article 9: Hours and Overtime**

*9.5(a) Overtime. Overtime compensation shall be paid at a rate equivalent to one and one-half (1½) times the regular rate of pay or, at the employee's option, the employee may elect to receive compensatory time off (CTO) with pay at the rate of one and one-half (1 ½) hours off for each overtime hour worked.*

*Regular Rate of Pay. Items included in determining the regular rate of pay for purposes of calculating overtime, retirement and other regular pay calculations (i.e. holiday pay) shall include the pay rate as established in the pay range by the employee's classification, education incentive pay, bilingual pay incentive, and shift differential pay, as applicable to each individual employee covered under this MOU.*

**Article 17: Holidays**

*17.1 Regular employees, may be scheduled to work on the holidays listed below. Employees will be compensated at one and one-half (1½) times the regular rate of pay ~~the overtime rate of pay~~ for all time worked on such days. For non-shift employees, the following holidays will require usage of leave accrual balances: New Year's Day, Thanksgiving Day and Christmas Day. Non-shift employees may choose to work or use leave accrual balances on any other holiday.*



H O L I D A Y S		NORMAL SHIFT HOURS		
		8	9	10
A	January 1 <sup>st</sup>	X	X	X
B	The third Monday in January, known as Martin Luther King, Jr. Day	X	X	X
C	Lincoln Day	X	X	X
D	The third Monday in February, known as President's Day	X	X	X
E	The last Monday in May, known as Memorial Day	X	X	X
F	July 4 <sup>th</sup>	X	X	X
G	First Monday in September, known as Labor Day	X	X	X
H	The second Monday in October, known as Columbus Day	X	X	X
I	November 11th, known as Veteran's Day	X	X	X
J	Thanksgiving	X	X	X
K	Friday after Thanksgiving.	X	X	
L	The last half of the normal work shift before Christmas.	X	X	
M	December 25 <sup>th</sup>	X	X	X
TOTAL HOLIDAY HOURS PER CALENDAR YEAR		100	112.5	110

"X" means the holiday is observed

*If any of the foregoing holidays fall on a Sunday, the Monday following shall be observed as the holiday, except by those employees who are regularly scheduled to work on Sunday other than on an overtime basis. If any of the foregoing holidays fall on a Saturday, the preceding Friday shall be observed as the holiday, except by those employees who are regularly scheduled to work on Saturday other than on an overtime basis. Departmental minimum staffing levels on all of the above listed holidays is required to ensure appropriate public safety services to the citizens of the City of Redding.*

*Notwithstanding the foregoing, an employee may take off, with pay, on his or her birthday or anytime during the pay period in which the birthday occurs, or the birthday may be deferred and scheduled as vacations are normally scheduled. When an employee works on their birthday, the employee shall receive pay at the ~~straight time rate~~ regular rate of pay. Employees must be in a paid status on both scheduled workdays immediately adjacent to the day taken as birthday holiday in order to receive pay for the holiday. Birthday holiday pay is not considered reportable special compensation and will not be reported to CalPERS.*

The City has a long standing practice of adding education incentive pay, bilingual pay incentive, and shift differential pay to the base pay rate when calculating holiday premium pay and reporting that amount to California Public Employees Retirement System (CalPERS) as special compensation. The California Code of Regulations (CCR) requires that the written labor agreement contain the conditions for payment of the item of special compensation. The above language clarifications meet the requirements of special compensation in accordance with CalPERS and the CCR.

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If this is consistent with your understanding, please sign and date the enclosed copies of this letter, return one to me, and keep the other copy for your records.

Sincerely,



Sheri DeMaagd  
Personnel Director

The Union concurs with the above:



Brian Moore, RPOA President



Date

c: City Council  
Kurt Starman, City Manager