

**SIDE LETTER AGREEMENT
BETWEEN THE SUNNYVALE PUBLIC SAFETY MANAGERS' ASSOCIATION
AND
THE CITY OF SUNNYVALE
(Floating Holiday)**

This side letter is entered into, by and between the Sunnyvale Public Safety Managers' Association (PSMA) and the City of Sunnyvale ("City").

RECITALS

1. A Memorandum of Understanding (MOU) between the Sunnyvale Public Safety Managers' Association (SMA) and the City is in effect for the period of July 1, 2015 to December 31, 2021.
2. MOU Article 14.2(b) Floating Holiday states "Employees shall be credited with thirty (30) hours of floating holiday leave on the first day of the first pay period in the payroll calendar year.

Newly hired employees shall be credited with a pro-rata share of floating holiday hours, based upon the proportion of the calendar year remaining after their date of hire. Use of floating holiday leave shall be subject to approval in advance by the employee's supervisor.

Employees separating City employment shall have their allotment of floating holiday leave for that year pro-rated based upon their date of separation.

Any employee who has used less than his/her pro-rated allotment for the portion of the calendar year worked, shall have the balance paid to him/her on his/her final paycheck.

Any employee who has used more than his/her pro-rated allotment for the portion of the calendar year worked, shall have the overage offset against any available accrued leave, on his/her final paycheck. The employee may also authorize the deduction from his/her final compensation. If the employee's final paycheck is insufficient to repay the overage, the employee shall reimburse the City immediately.

Unused floating holiday leave at the end of the payroll calendar year may be paid out in cash or rolled over into PTO leave subject to maximum accrual limits specified in this Agreement."

3. The parties have discussed Floating Holiday Leave as a Labor-Management Committee and have mutually agreed that unused Floating Holiday Leave will be paid out in cash at the end of the payroll calendar year. Employees will no longer have the ability to roll over unused Floating Holiday leave into their Paid Time Off (PTO) leave bank.

AGREEMENT

It is therefore agreed that the City and PSMA will implement the following change, effective January 1, 2020:

"Unused floating holiday leave at the end of the payroll calendar year ~~may will~~ be paid out in cash ~~or rolled over into PTO leave subject to maximum accrual limits specified in this Agreement.~~"

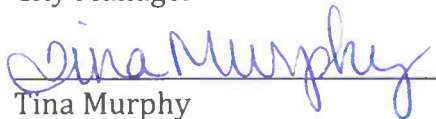
All other terms and conditions of employment outlined in the MOU remain unchanged and in full effect.

Agreed to this 25 day of March, 2020.

FOR THE CITY



Kent Steffens
City Manager



Tina Murphy
Human Resources Director

FOR SUNNYVALE PUBLIC SAFETY MANAGERS'
ASSOCIATION



Jeffrey Hunter
President



Craig Anderson
Vice-President