

RESOLUTION NO. 136-23

**RESOLUTION OF THE COUNCIL OF THE CITY OF RICHMOND, CALIFORNIA
APPROVING THE SIDE LETTER REGARDING HOLIDAY CLOSURE FOR 2023
BETWEEN THE CITY OF RICHMOND AND SERVICE EMPLOYEES
INTERNATIONAL UNION (SEIU) LOCAL 1021 (PART-TIME AND FULL TIME
UNITS) AND INTERNATIONAL FEDERATION OF PROFESSIONAL AND
TECHNICAL ENGINEERS (IFPTE) LOCAL 21 (MID-MANAGEMENT AND
EXECUTIVE MANAGEMENT UNITS)**

WHEREAS, the City has negotiated in good faith with SEIU 1021 (Part-Time and Full-Time Units) and IFPTE Local 21 (Mid-Management and Executive Management Units), regarding a holiday closure for 2023; and

WHEREAS, the parties have executed a Side Letter for each of the three bargaining units regarding the terms of a holiday closure for 2023; and

WHEREAS, the Side Letter shall not bind the parties until they are ratified by a majority of both the SEIU Local 1021 (Part-Time and Full-Time Units) and IFPTE Local 21 (Mid-Management and Executive Management Units) membership and ratified by the City Council; and

WHEREAS, the Side Letter will establish a holiday closure for 2023 for December 26, 27, 28, 29; and

WHEREAS, the Side Letter will grant one City paid holiday for December 29, 2023, for active employees in the SEIU 1021 General Full-Time Unit and IFPTE Local 21 Mid-Management and Executive Management Units; and

WHEREAS, the Side Letter will grant a \$500 lump sum payment to part-time active employees in the SEIU Local 1012 Part-Time Unit; and

WHEREAS, the adoption of these Side Letters will support a stable and amicable labor relations environment in the City.

NOW THEREFORE, BE IT RESOLVED, that effective December 5, 2023, that the City Council of Richmond approves the Side Letters among the City of Richmond, SEIU Local 1021 (Part-Time and Full-Time), and IFPTE Local 21 (Mid-Management and Executive Management) regarding holiday closure for December 26, 27, 28, 29, 2023, the terms of which are set for and marked as Attachments 2, 3, 4, and 5 to the agenda report in support of the resolution.

I certify that the foregoing resolution was passed and adopted by the City Council of the City of Richmond at a regular meeting thereof held on December 5, 2023, by the following vote:

AYES: Councilmembers Bana, Robinson, Willis, Zepeda, and Mayor Martinez.

NOES: None.

ABSTENTIONS: None.

ABSENT: Councilmember Jimenez and Vice Mayor McLaughlin.

PAMELA CHRISTIAN
CLERK OF THE CITY OF RICHMOND
(SEAL)

Approved:

EDUARDO MARTINEZ
Mayor

Approved as to form:

DAVE ALESHIRE
City Attorney

State of California }
County of Contra Costa } : ss.
City of Richmond }

I certify that the foregoing is a true copy of **Resolution No. 136-23**, finally passed and adopted by the City Council of the City of Richmond at a regular meeting held on December 5, 2023.


Pamela Christian, Clerk of the City of Richmond

**SIDE LETTER AGREEMENT BETWEEN SEIU LOCAL 1021 GENERAL EMPLOYEES
AND CITY OF RICHMOND
(2023 HOLIDAY CLOSURE)**

All City offices, except for the Fire Department, Police Department, or any other City Office that is authorized by the City Manager to remain open, will be closed December 25, 26, 27, 28, 29, and January 1st (please note that Monday, December 25, 2023, and Monday, January 1, 2024, are existing holidays for City employees and as such, all City offices are closed). Employees will be required to use any available vacation, floating holiday, or compensatory time off (CTO) accruals for December 26, 27, and 28 (a total of three (3) days). If an employee does not have any available vacation, floating holiday, or CTO accruals available, the time shall be taken as leave without pay.

Friday, December 29, 2023, will be paid by the City (this is not an existing paid holiday for City employees and will be provided to employees solely as part of this agreement after approval by City Council).

All employees in the Fire Department, Police Department, or any other City Office that is authorized by the City Manager to remain open, who are required to work on any of the above days as part of their regularly scheduled shift, are exempt from the above paragraph.

If an employee, as part of their regular work schedule, is required to work on Friday, December 29, 2023 (the additional paid holiday that will be provided by the City pursuant to this agreement), the employee will be allowed to take an additional floating holiday in the next calendar year (the floating holiday must be taken within the next calendar year and will not be carried over). All requirements for the scheduling of the floating holiday, as outlined in the SEIU Local 1021 MOU, must be adhered to when scheduling this floating holiday.

Date: 11/17/2023

For SEIU Local 1021:

D. J. [Signature]
Executive Director

[Signature] . VP SEIU 1021

For the City:

[Signature]

[Signature]

SIDE LETTER AGREEMENT BETWEEN SEIU LOCAL 1021 PART-TIME & INTERMITTENT EMPLOYEE BARGAINING UNIT AND CITY OF RICHMOND

(2023 HOLIDAY CLOSURE)

All City offices, except for the Fire Department, Police Department, or any other City Office that is authorized by the City Manager to remain open, will be closed December 25, 26, 27, 28, 29, and January 1st (please note that Monday, December 25, 2023, and Monday, January 1, 2024, are existing holidays for City employees and as such, all City offices are closed).

The City understands the adverse fiscal impact the closures could have on part-time hourly employees. Therefore, the City is granting a one-time lump sum payment in the amount of five hundred dollars (\$500) to active employees in the SEIU Local 1021 Part-Time & Intermittent Employee Bargaining Unit.

The lump sum payment will be issued no later than December 31, 2023, to offset wage loss due to the closure. Customary mandatory withholdings and those designated by the employees will be deducted as per law.

Date: 11/17/2023

For SEIU Local 1021:

J. M. Greaney
[Signature]

For the City:

[Signature]
Sharon [Signature]

SIDE LETTER AGREEMENT BETWEEN IFPTE LOCAL 21 MID-MANAGEMENT
AND CITY OF RICHMOND
(2023 HOLIDAY CLOSURE)

All City offices, except for the Fire Department, Police Department, or any other City Office that is authorized by the City Manager to remain open, will be closed December 25, 26, 27, 28, 29, and January 1st (please note that Monday, December 25, 2023, and Monday, January 1, 2024, are existing holidays for City employees and as such, all City offices are closed). Employees will be required to use any available vacation, floating holiday, or administrative leave accruals for December 26, 27, and 28 (a total of three (3) days). If an employee does not have any available vacation, floating holiday, or administrative leave time accruals available, the time shall be taken as leave without pay.

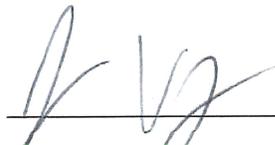
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All employees in the Fire Department, Police Department, or any other City Office that is authorized by the City Manager to remain open, who are required to work on any of the above days as part of their regularly scheduled shift, are exempt from the above paragraph.

If an employee, as part of their regular work schedule, is required to work on Friday, December 29, 2023 (the additional paid holiday that will be provided by the City pursuant to this agreement), the employee will be allowed to take an additional floating holiday in the next calendar year (the floating holiday must be taken within the next calendar year and will not be carried over). All requirements for the scheduling of the floating holiday, as outlined in the IFPTE Local 21 Mid-Management MOU, must be adhered to when scheduling this floating holiday.

Date: 11/22/2023

For IFPTE Local 21:

 11/21/23
John Vargas - Rep

For the City:


Sharroun Jyle

**SIDE LETTER AGREEMENT BETWEEN IFPTE LOCAL 21 EXECUTIVE
MANAGEMENT AND CITY OF RICHMOND
(2023 HOLIDAY CLOSURE)**

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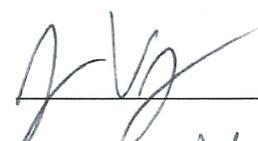
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If an employee, as part of their regular work schedule, is required to work on Friday, December 29, 2023 (the additional paid holiday that will be provided by the City pursuant to this agreement), the employee will be allowed to take an additional floating holiday in the next calendar year (the floating holiday must be taken within the next calendar year and will not be carried over). All requirements for the scheduling of the floating holiday, as outlined in the IFPTE Local 21 Executive Management MOU, must be adhered to when scheduling this floating holiday.

Date: 11/21/2023

For IFPTE Local 21:

 11/21/23
John Varga - Rep

For the City:


Sharrone J. Lee