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**CITY OF NEVADA CITY**  
**SIDE LETTER NO. 1 TO MEMORANDUM OF UNDERSTANDING**

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**TO:** Catrina Olson, City Manager

**FROM:** Dan Paulus, Fire Captain – Shop Steward, Nevada County Professional Firefighters, IAFF Local 3800

**SUBJECT:** Amendment No. 1 to the Nevada County Professional Firefighters, Local 3800 Memorandum of Understanding dated July 1, 2018 through June 30<sup>th</sup>, 2021.

**EFFECTIVE DATE:** July 1, 2018

The Department and City have agreed to rescind and replace the **Section 12. HOLIDAYS** policy to read as follows:

The employee shall be compensated for the 14 paid Holidays (112 hours) as follows:

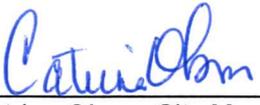
Employee holiday leave credit shall be received in two lump sum credits during the course of the calendar year. Firefighters will receive 56 hours of holiday leave credit on January 1<sup>st</sup> and July 1<sup>st</sup>.

Available holiday leave credit may be used during the calendar year as received. Holiday leave hours will be scheduled in the same manner as vacation.

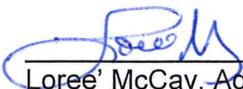
Employees may request a lump sum payment of up to 56 hours of unused Holiday leave once during the calendar year. The employee will provide the City a letter of intent to sell back up to 56 holiday leave hours prior to the end of November. The payment of the requested hours will occur on a regular payroll cycle on the last check date of December. All remaining hours after payout will be forfeited during this same pay period.

New employees will receive pro-rated holiday leave credit on the first paycheck calculated as follows:  
 $4.31 \times (\# \text{ pay periods remaining in 6 month period after hire date})$

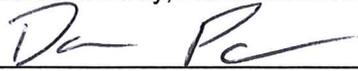
Employees separated from employment prior to December 31<sup>st</sup> shall receive a maximum payout of up to 56 hours for any unused Holiday leave credit.

  
\_\_\_\_\_  
Catrina Olson, City Manager

1/31/19  
Date

  
\_\_\_\_\_  
Loree' McCay, Administrative Services Manager

1/15/19  
Date

  
\_\_\_\_\_  
Dan Paulus, Fire Captain

1-19-2019  
Date

  
\_\_\_\_\_  
Michael Chau, Firefighter

1/19/2019  
Date

  
\_\_\_\_\_  
Clayton Thomas, President Local 3800

1/31/2019  
Date