

**SIDE LETTER AGREEMENT  
TO THE MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE CITY OF MENIFEE  
AND  
THE MENIFEE POLICE MANAGEMENT ASSOCIATION**

**The parties agree to modification to the Fiscal Year 2021 through 2024 Memorandum of Understanding (MOU) as amended and extended, as indicated below.**

The parties understand and agree that this side letter is being entered into following the meet and confer process. The parties agree to the terms and conditions indicated below.

The language under Section 26, Holiday Leave, Sub-section C – Holiday Pay Options, is amended by updating and replacing the sub-section with the new language as presented herein:

**SECTION 26 – HOLIDAY LEAVE**

**Current Language**

**C. Holiday Pay Options.** Employees required to work holidays will receive a bank of 112.5 hours of holiday hours during the first full pay period following July 1. The employee will be required to schedule a period of 40 holiday hours, with the option for 80 holiday hours of consecutive leave during a period between July 1 and June 30 of the fiscal year (sabbatical).

Effective fiscal year July 1, 2021 to June 30, 2022, a maximum of 40 holiday hours may be cashed out on the last pay period of the fiscal year. Effective fiscal year July 1, 2022 to June 30, 2023 and each fiscal year thereafter, a maximum of 80 holiday hours may be cashed out on the last pay period of the fiscal year. Any hours remaining in employee's holiday bank exceeding 80 hours shall be lost with no compensation.

If an employee separates from employment or is reassigned to a position which no longer requires the employee to work holidays, they will only be compensated for actual earned holidays and the remaining hours will be eliminated from the employee's holiday bank. Members who don't receive the holiday bank of time and who are required to work on a holiday, or when a holiday falls on a member's regular day off shall have an amount of time commensurate to their regular shift placed into their holiday bank.

**New Language**

**C. Holiday Pay Options.** Employees will receive a holiday bank of 112.5 hours during the first full pay period following July 1. Employees will be required to schedule 40 holiday leave hours during the fiscal year between July 1 and June 30.

Effective fiscal year July 1, 2021 to June 30, 2022, a maximum of 40 holiday hours may be cashed out on the last pay period of the fiscal year. Effective fiscal year July 1, 2022 to June 30, 2023 and each fiscal year thereafter, a maximum of 80 holiday hours may be cashed out on the last pay period of the fiscal year. Any hours remaining in employee's holiday bank exceeding 80 hours shall be lost with no compensation.

If an employee separates from employment, they will only be compensated for actual earned and unused holidays. The remaining hours will be eliminated from the employee's holiday bank.

Employees who did not receive a holiday bank on July 1, 2023 will start with a prorated holiday bank. City authorized holidays listed within this MOU which have already occurred will be deducted from the holiday bank allotment.

All other Sections and Sub-sections of the MOU remain in full force and effect.

The undersigned agree to the terms as stated in this side letter agreement and support its implementation.

**City of Menifee**

**Menifee Police Management  
Association**

---

Jonathan Nicks, Deputy City Manager

---

Tiffany Moran, Managing Labor  
Representative

---

Natalie Jacobs, Human Resources  
Supervisor

---

Jason Adams, Menifee Police Management  
Association President

---

Paul Barbieri, Menifee Police Management  
Association Vice President