

**RESOLUTION NO. 7370**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PICO RIVERA, CALIFORNIA, APPROVE SIDE LETTER AGREEMENTS BETWEEN THE CITY OF PICO RIVERA AND SERVICE EMPLOYEES' INTERNATIONAL UNION – DIRECTORS UNIT, SERVICE EMPLOYEES' INTERNATIONAL UNION – LOCAL 721 FULL-TIME UNIT, AND MID-MANAGERS AND PROFESSIONAL AND CONFIDENTIAL EMPLOYEES' ASSOCIATION FOR A HOLIDAY OBSERVANCE DATE CHANGE FOR FISCAL YEAR 2024-2025**



**WHEREAS**, the current holidays observed include the Day After Thanksgiving Day; and

**WHEREAS**, City and SEIU – Directors Union, SEIU Full-Time Employees' Union and CEA came to an agreement to move the Day After Thanksgiving Holiday to December 24, 2024, for fiscal year 2024-2025; and

**WHEREAS**, Current list of observed holidays are memorialized in the Memorandum of Understandings (MOU), a side letter must document this change for each existing MOU that this applies to.


**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Pico Rivera as follows:

**SECTION 1.** The side letters for each union as reviewed and approved by Human Resources and the members of the Pico Rivera Service Employees International Union Local 721 – Full-Time Bargaining Unit, Service Employees' International Union – Directors Unit and Mid-Managers and Professional and Confidential Employees Association as set forth in Exhibit "A", "B", and "C" attached hereto is hereby adopted.

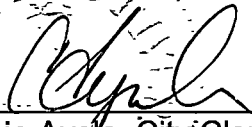
**SECTION 2.** The City Council reserves the right and discretion to review and amend this Resolution as it deems necessary.

**SECTION 3.** The City Clerk shall attest to the passage of this resolution, and it shall thereupon be in full force effect.

**APPROVED AND PASSED** this 22nd day of October, 2024.

  
\_\_\_\_\_  
Andrew C. Lara, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Cynthia Ayala, City Clerk

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Arnold M. Alvarez-Glasman, City Attorney

**AYES:** Camacho, Garcia, Lutz, Sanchez, Lara

**NOES:** None

Exhibit "A"


**SIDE LETTER OF AGREEMENT  
BETWEEN  
CITY OF PICO RIVERA  
AND  
SERVICE EMPLOYEES' INTERNATIONAL UNION  
LOCAL 721 – DIRECTORS BARGAINING UNIT**

This Side Letter of Agreement ("Agreement") between the City of Pico Rivera ("City") and the Service Employees International Union Local 721, Directors Unit ("SEIU") (collectively "Parties") is entered into with respect to the following:

The Parties agree that for 2024, their previously agreed upon holiday of the Day after Thanksgiving will be observed on December 24, 2024.


This Agreement only applies to the 2024 list of observed holidays. If the Parties wish to address this issue in 2025 or subsequent years, they may do so through the meet and confer process.

**FOR THE CITY**

  
\_\_\_\_\_  
Steve Carmona, City Manager

10-23-24  
Date

**FOR THE UNION**

  
\_\_\_\_\_  
Jane Guo, SEIU Local 721 –  
Directors Unit

10/23/24  
Date

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Exhibit "B"

**SIDE LETTER OF AGREEMENT  
BETWEEN  
CITY OF PICO RIVERA  
AND  
PICO RIVERA MID MANAGERS AND PROFESSIONAL & CONFIDENTIAL  
EMPLOYEES ASSOCIATION**

This Side Letter of Agreement ("Agreement") between the City of Pico Rivera ("City") and the Mid Managers and Professional and Confidential Employees Association ("CEA") (collectively "Parties") is entered into with respect to the following:

The Parties agree that for 2024, their previously agreed upon holiday of the Day after Thanksgiving will be observed on December 24, 2024.

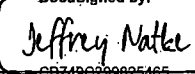
This Agreement only applies to the 2024 list of observed holidays. If the Parties wish to address this issue in 2025 or subsequent years, they may do so through the meet and confer process.

**FOR THE CITY**

  
\_\_\_\_\_  
Steve Carmona, City Manager

10-23-24  
Date

**FOR THE UNION**

DocuSigned by:  
  
\_\_\_\_\_  
Jefferey Natke, CEA Chief Negotiator

10/23/2024  
Date

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Exhibit "C"

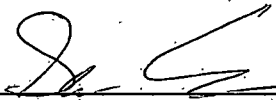
**SIDE LETTER AGREEMENT  
BETWEEN  
CITY OF PICO RIVERA  
AND  
SERVICE EMPLOYEES' INTERNATIONAL UNION  
LOCAL 721, FULL-TIME EMPLOYEES UNIT**

This Side Letter of Agreement ("Agreement") between the City of Pico Rivera ("City") and the Service Employees International Union Local 721 Full-Time Employees Unit ("SEIU") (collectively "Parties") is entered into with respect to the following:

The Parties agree that for 2024, their previously agreed upon holiday of the Day after Thanksgiving will be observed on December 24, 2024.

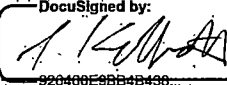
This Agreement only applies to the 2024 list of observed holidays. If the Parties wish to address this issue in 2025 or subsequent years, they may do so through the meet and confer process.

**FOR THE CITY**

  
\_\_\_\_\_  
Steve Carmona, City Manager

10-23-24  
Date

**FOR THE UNION**

DocuSigned by:  
  
\_\_\_\_\_  
Steve Koffroth, SEIU Local 721  
Chief Negotiator

10/23/2024  
Date



**To:** Mayor and City Council

**From:** City Manager

**Meeting Date:** October 22, 2024

**Subject:** SIDE LETTER AGREEMENTS FOR A HOLIDAY OBSERVANCE DATE CHANGE FOR FISCAL YEAR 2024-25

**Recommendation:**

1. Approve side letter agreements between the City of Pico Rivera and the Service Employees International Union (SEIU) – Directors Bargaining Unit, Service Employees’ International Union – Local 721 Full-Time Bargaining Unit, and the Mid-Managers, Professional and Confidential Employees Association (CEA) for a holiday observance date change.

**Fiscal Impact:**

There is no fiscal impact to the General Fund associated with this recommendation.

**Background:**

The City of Pico Rivera (City) has 12 observed holidays, one (1) of which is the Day After Thanksgiving Day. Since the City transitioned to a 4/10 work schedule and closed every Friday, the Day After Thanksgiving holiday has been observed on the Wednesday before Thanksgiving Day.

**Discussion:**

This year, due to the leap-year calendar, Christmas Eve, Christmas Day, New Year’s Eve and New Year’s Day fall in the middle of the week. The City and SEIU – Directors Union, SEIU Full-Time Employees’ Union and CEA came to an agreement to close during the holidays from December 23, 2024, to January 2, 2025, during which employees must use accrued leave for non-observed holidays within those weeks. Moving the Day After Thanksgiving Holiday to December 24, 2024, will result in employees having to use 10 hours less of accrued leave to cover the holiday closure.

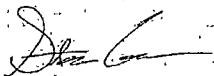
CITY COUNCIL AGENDA REPORT – MEETING OF OCTOBER 22, 2024  
SIDE LETTER AGREEMENTS FOR A HOLIDAY OBSERVANCE DATE CHANGE FOR  
FISCAL YEAR 2024-25  
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Since the current list of observed holidays are memorialized in the Memorandum of Understanding's (MOUs), a side letter must document this change for each existing MOU that this applies to.

This agreement will only apply to the 2024 holidays. Should the parties wish to discuss holiday closures for 2025 or subsequent years, they may do so through the meet and confer process.

**Conclusion:**

Staff recommend that the City Council approve a resolution (Enclosure 1) adopting all three (3) side letters (Exhibit A-C) for SEIU – Directors Union, SEIU Full-Time Employees' Union and CEA regarding the change of the observed Day After Thanksgiving holiday to Christmas Eve, December 24, 2024.



Steve Carmona

SC:KS:sp

Enclosure: 1) Resolution/Exhibits A, B, and C