SIDE LETTER AGREEMENT
BETWEEN THE
INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS, LOCAL 1245
AND
THE CITY OF ROSEVILLE

RELATED TO APPENDIX "B" TWELVE HOUR SHIFT- SPECIFIC PROVISIONS

The City of Roseville (hereinafter referred to as "City") and the International Brotherhood of Electrical Workers, Local 1245 (hereinafter referred to as "IBEW Local 1245") entered into a Memorandum of Understanding ("MOU") with a term beginning on April 18, 2026, and terminating on April 30, 2030. The City and IBEW Local 1245 are collectively referred to herein as the "Parties."

Background and Overview

The Parties hereby agree to the terms of this Side Letter Agreement ("SLA") to amend the IBEW Local 1245 MOU, Appendix B, to capture the intent of the discussions during recent bargaining regarding the 12 hour shift employees overtime pay. It was agreed upon that Appendix B would be updated to capture the existing practices for overtime, paying double time between 8 p.m. to 6 a.m., as had been specified in Chapter 2, Compensation, Article II, Overtime section of the previous IBEW Local 1245 MOU. It was discussed that with the updates proposed to the double overtime that it would not apply to the 12 Hour Shift Employees, as they have built in overtime with their schedule. As such, when the updates were made to Appendix B, it did not clearly capture the existing pay practices, as was intended, except for the Relief Operators provision 3. The clarification of existing overtime pay practices needed to also be added in provision 6 and 7 of Appendix B. There are no added costs resulting from the Parties agreed upon edits to Appendix B.

Thus, the Parties mutually agree to update the IBEW Local 1245 MOU, Appendix B, with the added language as shown in tracked changes below:

APPENDIX "B" TWELVE HOUR SHIFT- SPECIFIC PROVISIONS

In addition to the applicable sections of the MOU, the following shall govern twelve (12) hour shift personnel:

1. Shift work. "Shift work is defined as a position that is staffed with rotating shifts, allowing for twenty-four (24) hour per day coverage, on a seven (7) day per week basis, including holidays."

2. Lunch and breaks. Lunch Periods: All personnel assigned to twelve (12) hour shifts receive a thirty (30) minute paid lunch. Employees assigned to this shift will not be allowed to leave the work premises and may be required to report to their work station during their meal break.

3. Relief Operator ~~– Overtime – Relief~~ employees, that are not on regularly scheduled shift, will be utilized within the 12-hour shift schedule only when relieving for the Operators on shift. When not relieving, they will work five (5) eight-hour shifts. Overtime is compensable in increments of fifteen (15) minutes. Overtime (over 8 and over 40) shall be compensable at the rate of one and one-half (1.5x) the employee's base hourly rate, except for Overtime between the hours of 8:00 p.m. to 6:00 a.m. which shall be compensated at two times (2.0x) the employee's base hourly rate.

4. Paid Leave. A shift work employee who does not work for an entire regularly scheduled shift, shall use paid leave (vacation, CTO, sick, etc.) to supplement the hours worked to provide up to twelve (12) hours of paid time for that day.

5. FLSA work period: For purposes of defining the workweek in compliance with the Fair Labor Standards Act, the workweek for all staff except 12-hour shift employees begins at 12:01 a.m. on Saturday and ends at 12:00 midnight on Friday. The City of Roseville reserves the right to change start times of each work week within a period as appropriate to the selected shift. [The City and IBEW Local 1245 agree that the Electric Utility Director and/or his/her designee will meet with IBEW Local 1245's principals for purposes of discussing twelve (12) hour shift schedules.]

6. Overtime for twelve (12) hour shifts:

   Overtime work may be required of any employees in order to meet special or unusual needs of service beneficial to the City and community. Overtime shall be compensable in increments of fifteen (15) minutes. Overtime, which includes any normally scheduled overtime hours, shall be compensable at the rate of one and one-half (1.5x) times the employee's base hourly rate~~.~~, plus applicable supplemental pays and longevity.

   Overtime hours beyond their normal work schedule, that fall between the hours of 8:00 p.m. to 6:00 a.m., shall be compensated at two times (2.0x) the employee's base hourly rate, plus applicable supplemental pays and longevity. Overtime is defined as the number of hours worked in excess, and as an extension, of the normal schedule of work hours as illustrated below:

EMPLOYEE WORK SCHEDULE	OVERTIME
Twelve hours per day	Over twelve hours per day and forty hours per week

7. Holidays - Employees scheduled to a twelve (12) hour shifts are not allowed to take holidays off as they fall and shall receive one hundred ten (110) hours of holiday hours per year (the equivalent of 9 City designated holidays), in advance on January 1 of each year, earned in approximately nine (9) hour increments for each one (1) month of continuous employment. Employees must request time off in full shift increments, except for one time use of 2 holiday hours.

   A shift employee whose scheduled shift falls ~~works~~ on a holiday shall be compensated at the rate of one and one-half times (1.5x) the employee's base hourly rate, plus applicable supplemental pays and longevity and this compensation will be reported to CalPERS as special compensation. Employees working a holiday overtime shift shall be compensated at double (2.0x) the employee's base hourly rate plus applicable supplemental pays and longevity, when working between the hours of 8:00 p.m. to 6:00 a.m.

   a. In lieu of holiday time off, twelve (12) hour shift employees may elect to receive straight salary for up to one half (1/2) of earned and unused holiday credit within each calendar year. All holiday time to be converted to pay by an employee shall be in twelve (12) hour increments. Employees who are interested in cashing out their holiday hours must sell the holiday leave time by the last business day in January of the year the hours are earned.

b. All holiday time off is subject to advance approval of the department head.
c. Holiday hours which are not used by December 31 of the year they are earned will be forfeited by the employee. [If employee is denied use of his/her holiday hours due to operational necessity then leave balances may be cashed out]
d. If an employee has taken more holidays in advance than have been earned at the time of separation from service, the City may deduct an equivalent amount of pay for the holidays taken in advance from the employee's final pay check.

8. General hours of work – Chapter 6. Article 1. Plant Operators/Technicians and Leadworkers may have week days off.

9. The following shall constitute the City's Hours of Service Policy except as otherwise provided herein:
   a. Except for part-time employees, eight (8) or twelve (12) hours (depending on assignment) shall constitute a day's work. Forty (40) hours shall constitute a workweek for employees. Employees will be subject to call twenty four (24) hours per day and shall respond to such calls unless unable to report for required work. Shift work is defined as a position that is staffed with rotating shifts, allowing for twenty-four (24) hour per day coverage on a seven (7) day a week basis, including holidays.

   b. All full time employees shall have two (2) specified consecutive days off per week, Saturdays and Sundays, if possible, without deduction from pay. As a result of a shift change, an employee may not have two (2) consecutive days off in a given week. In case of emergency, and if the position must be continuously filled, an employee may be required to work on weekly days off.

   c. The appointing authority of each department shall draw up a schedule of days off for all full time employees under the department's jurisdiction.

   d. Change of Schedule: Employees involved in a mandatory change of schedule which involves a modification in an employee's starting time or days off will be given a minimum of ten (10) working days' notice. Relief shift personnel may have their schedule changes with little or no notice. Twelve (12) hour shift workers will be given a minimum of fourteen (14) calendar days notice.

   e. The Department Head or his/her designated authority may waive the above-stated provisions in emergency situations as determined.

   f. Employees may be assigned to work Saturdays, Sundays, holidays or regular days off and take days off during the week. Each such employee shall report for duty at the assigned duty station at the regular starting time and shall remain on duty eight (8) hours (twelve (12) hours of Power Plant staff), performing all regular duties of the position and other duties in connection with the maintenance and operation of the department. During the other sixteen (16) hours of Saturdays, Sundays, holidays or regular days off, such employee will be available for call, but shall not be required to remain at home.

   g. Employees who report for work or extend their shift for turnover transition must have prior supervisory approval and will be compensated for the actual time worked.

The specific provisions contained in this SLA are intended to supersede any previous agreements, whether oral or written, regarding the matters contained in this SLA.

The Parties have satisfied their obligations to meet and confer in good faith in accordance with the Meyers-Milias-Brown Act ("MMBA").

Except as provided here, all wages, hours, and other terms and conditions of employment presently in the City's MOU and SLAs with the RPA remain in full force and effect.

This SLA will remain in effect unless it is modified through further negotiations in accordance with the MMBA. The Agreement is executed by the following authorized representatives of each Party:

Date: 10/20/2026

IBEW, LOCAL 1245

Date: 10/22/2026

CITY OF ROSEVILLE