

SIDE LETTER AGREEMENT NO. 1
TO AGREEMENT NO. C2013-190
BETWEEN
NAPA POLICE OFFICERS ASSOCIATION
AND
CITY OF NAPA

1. The City of Napa ("City") and the Napa Police Officers Association ("NPOA") are parties to a Memorandum of Understanding ("MOU") with a term of July 1, 2012 through June 30, 2014. The parties are committed to maintaining cooperative labor relations, including discussions over matters outside of the MOU now and in the future.
2. The parties agree to modify the MOU as described below. All terms and conditions set forth in the MOU which are not specifically modified by this Side Letter shall remain in full force and effect.

Meal Allowance

3. Section 10 of the MOU shall be amended as follows:

a) Specialty Duty Assignments.

For an employee assigned special duty assignment to work his or her full shift (up to 12.5 hours) outside of the City of Napa city limits and not stay overnight, an allowance for one meal will be provided. For an employee assigned to work in excess of his or her full shift, an allowance for a total of two meals will be provided. Meals will be provided as follows:

- One meal for 0 to 10 hours
- Second meal for 10:01 to 15 hours
- Third meal for 15:01 to 24 hours.


b) Standard Travel and Training

For an employee assigned to work one or more full shifts outside of the City of Napa where an overnight stay is authorized consistent with the City Administrative Policy 4.1, Travel, Training and Meal Reimbursement, an allowance for not more than 3 meals for every full 24 hour period will be provided. ~~Allowances for partial days of travel, e.g., the first day of travel and/or the last day of travel, will be paid consistent with a) above.~~

If a meal is provided, no meal allowance will be paid for that meal, subject to the provisions of Section 4.2.7.2 of City Administrative Policy 4.1, regarding special dietary needs that cannot be accommodated by an event sponsor. A continental breakfast is not considered a complete meal for breakfast.

- c) The allowance for any one meal, regardless of the time of day, shall be \$17.00.
- d) Meal Allowance(s) provided for by this Section are in lieu of any reimbursement or per diem allowances provided for by Section 4.2.7 of City Administrative Policy 4.1. All other provisions of Administrative Policy 4.1 remain in full force and effect.

Dated: February 6, 2013

By: 

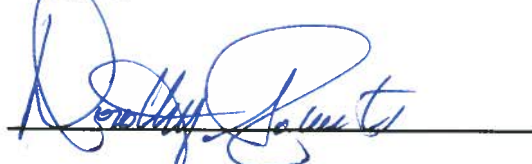
Nancy Weiss, Assistant City Manager
City of Napa

Dated: February 6, 2013

By: 

Scott Holliday, President
Napa Police Officers Association

ATTEST:



DOROTHY ROBERTS, City Clerk

COUNTERSIGNED:



SASHA PAYASLIAN, Deputy City Auditor

APPROVED AS TO FORM:



MICHAEL W. BARRETT, City Attorney