



CITY OF SAN MATEO

City Hall
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Agenda Report

Agenda Number: 9

Section Name: {{section.name}}

Account Number: 10-9811

File ID: {{item.tracking_number}}

TO: City Council

FROM: Alex Khojikian, City Manager

PREPARED BY: Human Resources Department

MEETING DATE: February 03, 2025

SUBJECT:

SEIU Maintenance Unit Memorandum of Understanding Side Letter – Approval

RECOMMENDATION:

Adopt a Resolution approving a Side Letter to the Memorandum of Understanding with the SEIU Maintenance Unit to include a temporary increase in the compensatory time leave cap for Wastewater Treatment Operators.

BACKGROUND:

The SEIU Maintenance Unit (SEIU Maintenance) represents approximately ten (10) Wastewater Treatment Operators. The Wastewater Treatment Plant is moving to a new plant with new technology, which will require extensive staff training. Furthermore, staff is working a significant amount of overtime to provide staff coverage due to current vacancies which are in the process of being filled. To address these concerns, the City and SEIU Maintenance have agreed to increase the compensatory limit leave cap from eighty (80) hours to one hundred (100) hours through *December 31, 2026*. This will enable employees to use their compensatory time leave balances and reduce such balances in a reasonable amount of time.

BUDGET IMPACT:

The change to provide additional compensatory time on a temporary basis to Wastewater Treatment Operators would not have an effect this fiscal year. However, a negligible impact is expected when the agreement ends, and excess hours are cashed out.

ENVIRONMENTAL DETERMINATION:

This side letter is not a project subject to CEQA, because it is a government fiscal activity which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. (CEQA Guidelines Section 15378(b)(4).)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

Att 1 — Proposed Resolution

Exhibit A — Side Letter

STAFF CONTACT

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