

To the Memorandum of Understanding
Between the City of Pittsburg and AFSCME MPC Unit
July 1, 2022 – June 30, 2025

This will confirm an understanding reached between the City of Pittsburg and the American Federation of State, County and Municipal Employees (AFSCME), MPC Unit.

18. Administrative Leave

Employees in the below-listed classifications receive a maximum of eighty (80) hours Administrative Leave each calendar year. Said hours are credited to the employee's Administrative Leave time bank each January 1 such that the January 1 balance is exactly eighty (80) hours. This benefit is made available on a "use or lose" basis and as such may not be carried from one calendar year to the next. All requests for Administrative Leave are to be reviewed and approved by the employee's department head.

- Accounting Supervisor
- Administrative Officer
- Assistant City Clerk
- Assistant City Engineer
- Assistant Director of Public Works
- Chief Building Official
- Development Services Supervisor
- Economic Development Manager
- Environmental Affairs Manager
- Environmental Health and Safety Officer
- Finance Division Manager
- Geographic Information Systems Administrator
- Harbormaster
- Housing Manager
- Information Technology Manager
- Lead Public Works Superintendent
- Planning Manager
- Police Services Administrator
- Police Records Supervisor
- Principal Planner
- Property and Evidence Supervisor
- Public Works Superintendent
- Senior Administrative Analyst
- Senior Civil Engineer
- Senior Financial Analyst
- Senior Housing Program Analyst
- Senior Human Resources Analyst
- Senior Information Systems Analyst
- Senior Planner

- Water Plant Superintendent

For AFSCME:

Signed by:
By: *Kym Anderson* 8/16/2024
Kym Anderson
Business Agent

For the City of Pittsburg:

DocuSigned by:
By: *Jennifer Brizel* 8/22/2024
Jennifer Brizel
Director of Human Resources