

**CITY OF KENTWOOD -and- POLC (KENTWOOD SUPERVISORY UNIT)**

**TEMPORARY 12-HOUR SHIFT SCHEDULE**

**LETTER OF AGREEMENT**

This Letter of Agreement ("LOA") is entered into between the **CITY OF KENTWOOD, MICHIGAN** ("City") and the **POLICE OFFICERS LABOR COUNCIL (KENTWOOD SUPERVISORY UNIT)** ("Union"). The City and Union are collectively referred to herein as the "Parties".

Due to the current low staffing levels of the Kentwood Patrol Sergeants, the City of Kentwood is creating a temporary 12-hour shift schedule for Sergeants assigned to Patrol to meet the needs of the Kentwood Police Department. To accomplish the City's goals and meet the needs of the Police Department, the Parties agree to the following terms:

1. The City may establish and assign a temporary 12-hour workday and 84-hour biweekly work schedule for sergeants assigned to patrol. Until an employee's compensatory time bank reaches the maximum of 480 hours, the four (4) additional scheduled hours every two weeks would be credited to the employees' compensatory time bank at one and a half times the normal hourly rate. Once an employee has accumulated the maximum of 480 hours of compensatory time, the four (4) additional scheduled hours every two weeks will be paid to employees at the overtime rate of one and a half times base hourly rate.

2. All hours worked beyond the regularly scheduled 12-hour shift will be paid at the overtime rate of one and a half times base hourly rate with the option to take the hours as compensatory time until the employee accumulates the maximum of 480 hours of compensatory time.

3. All paid leave benefits provided to employees assigned to the 12-hour shift schedule will continue to be based on the collective bargaining agreement.

4. The City may discontinue this LOA at any time.

5. Unless terminated earlier by the City, this LOA will expire and terminate on June 30, 2024.

**AGREED TO AND ACCEPTED BY:**

POLICE OFFICERS LABOR COUNCIL (KENTWOOD SUPERVISORY UNIT)

By:   
Its: President

Dated: 7-13-23

POLICE OFFICERS LABOR COUNCIL

By: Scott Blackwell  
Its: POLC Representative

Dated: July 13, 2023

CITY OF KENTWOOD, MICHIGAN

By: Steph C. Kyles  
Its: Mayor

Dated: 7/17/2023