

**SIDE LETTER AGREEMENT
TO THE MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF UPLAND AND THE UPLAND POLICE MANAGEMENT
ASSOCIATION FOR THE PERIOD OF 7/1/2022 TO 6/30/2023**

WHEREAS the City of Upland ("City") and the Upland Police Management Association ("Association") entered into a Memorandum of Understanding (MOU) covering the period of July 1, 2022, through June 30, 2023.

WHEREAS the MOU provides that there shall be no changes in wages, hours and working conditions during its term without the mutual consent of the parties.

WHEREAS the Parties have informally met, discussed, and agreed to revise Article 17- Education Incentive and POST Certificate Pay to comply with the requirement of a CalPERS audit for the period of 7/1/2021 to 6/30/2022.

NOW, THEREFORE, THE PARTIES do hereby agree as follows:

1. This side letter shall amend the wages, hours and other terms and conditions of employment set forth in the current MOU between the parties only to the extent specifically set forth herein. All other wages, hours and other terms and conditions of employment shall remain in full force and effect, and unaffected by this Agreement, unless specifically modified in a subsequent written Agreement by the parties.

2. Article 17- Education Incentive and POST Certificate Pay shall be amended to remove the requirement that the Education Incentive and POST Certificate Pay take effect when employees in the unit reach Step D in the salary schedule. All employees in the unit are eligible to receive the indicated pay regardless of what Step employee is receiving.

3. Article 17 shall be amended to in its entirety read as follows:

Article 17 - Education Incentive and POST Certificate Pay

A. Police Sergeants, Lieutenants, and Captains

Employees receiving Education Incentive Pay based on Equivalent college units for an Associate's Degree or Bachelor's Degree prior to July 1, 2022, will remain eligible to receive this benefit.

The applicable percentages are:

- Two and one-half percent (2.5%) of base salary for an Associate's Degree (or equivalent college units)
- Five percent (5%) of base salary for a Bachelor's Degree (or equivalent college units)

Any unit members hired or promoted after July 1, 2022, will receive Education Incentive Pay as outlined below.

1) Education Incentive Pay in the following amounts, effective July 1, 2022:

Two and one half percent (2.5%) of base salary for an Associate's Degree

OR

Five percent (5%) of base salary for a Bachelor's Degree

OR

Seven and one half percent (7.5%) of base salary for a Graduate Degree (including Master's, Juris Doctorate, Doctorate)

2) POST Certificate Pay in the following amounts, effective July 1, 2022:

Two and one half percent (2.5%) of base salary for an Intermediate POST Certificate

OR

Five percent (5%) of base salary for an Advanced POST Certificate.

Eligible employees may only receive one payment amount within each category of Incentive Pay, to a maximum allowable of twelve and one half percent (12.5%) of base salary.

CITY OF UPLAND

Dated: 7/23/2025 | 10:47 AM PDT

DocuSigned by:
Michael Blay

By: Michael Blay
City Manager

Signed by:
Cecilia Todd

By: Cecilia Todd
Deputy Director of Human
Resources/Risk Management

UPLAND POLICE MANAGEMENT
ASSOCIATION

Dated: 7/23/2025 | 10:30 AM PDT

Signed by:
Anthony Kabayan

By: Anthony Kabayan
President, UPMA