



## AGENDA REPORT SUMMARY

**Meeting Date:** October 11, 2022

**Subject** Resolution 2022-XX: A Memorandum of Understanding (MOU) between City of Los Altos Police Officers Association (LAPOA); side letter agreement

**Prepared by:** Irene Barragan Silipin, Human Resources Director

**Approved by:** Gabriel Engeland, City Manager

**Attachment(s):**

- Resolution 2022-XX
- POA Side Letter (MOU July 1, 2021 – June 30, 2023)
- Fiscal Year 2022/23 Revised Pay Schedule

**Initiated by:**  
City Manager

**Previous Council Consideration:**  
xxx

**Fiscal Impact:**  
The proposed MOU side letter agreement total increase of known and estimated costs for FY 2022/23 is expected to be \$100,180.

**Environmental Review:**  
Not applicable

**Policy Question(s) for Council Consideration:**

- Does the Council wish to adopt Resolution 2022-XX and the terms within the side letter agreement reached by the City and LAPOA?

**Summary:**

- Negotiations between the City and Los Altos Police Officer Association representatives for a side letter agreement commenced on July 27, 2022, and concluded on September 21, 2022

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City Manager

**Reviewed By:**  
City Attorney

Finance Director

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- Los Altos Police Officers Association (LAPOA) members ratified the side letter agreement on August 16, 2022
  - If approved, effective the beginning of the first full pay period immediately following the ratification of this Side Letter Agreement by City Council, base salaries for the classifications listed under Section 15.2 Holiday In Lieu, shall be increased by 1.9%.

### **Recommendation**

Move to approve Resolution 2022-XX and the terms outlined in the side letter agreement between City of Los Altos & Police Officers Association, which increases base salary by 1.9%.

### **Purpose**

Approve the recommended terms for a side letter agreement with Los Altos Police Officers Association to ensure continuation of excellent delivery of public safety services provided to the Los Altos Community.

### **Background**

Representatives from the City and Los Altos Police Officers Association met and conferred in good faith on July 27, 2022 to reach a tentative agreement on all terms and conditions of employment.

LAPOA members met and successfully ratified the tentative agreement on August 16, 2022. The City and POA met one additional time on August 30, 2022 to include clarifying language to Section 15.1 Observed Holidays.

Both parties signed the Side Letter Agreement on September 21, 2022. Final approval of the Side Letter Agreement is now before Council for approval.

### **Discussion/Analysis**

The side letter agreement will take effect upon the City Council's adoption. Among the terms of this MOU are:

- Effective the beginning of the first full pay period immediately following the ratification of this Side Letter Agreement by City Council, base salaries for the classifications listed under Section 15.2 Holiday In Lieu, shall be increased by 1.9%.
- Increased Observed Holidays
- Quality of Life Enhanced Benefit



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In summary, LAPOA increases in compensation and benefits will strive to support the recently adopted Employee Total Compensation philosophy supporting the council goals and vision for employee retention and attraction in Los Altos.

**Recommendation**

Move to approve Resolution 2022-XX and the terms outlined in the side letter agreement between City of Los Altos & Los Altos Police Officer Association, which includes a 1.9% increase.