



AGENDA REPORT SUMMARY

Meeting Date: October 11, 2022

Subject Resolution 2022-XX: A Memorandum of Understanding (MOU) between City of Los Altos Municipal Employee Association (LAMEA); side letter agreement

Prepared by: Irene Barragan Silipin, Human Resources Director

Approved by: Gabriel Engeland, City Manager

Attachment(s):

1. Resolution 2022-XX
2. LAMEA Side Letter Agreement (MOU July 1, 2021 – June 30, 2026)

Initiated by:

City Manager

Previous Council Consideration:

None

Fiscal Impact:

There is no fiscal impact to the FY 2022/23 budget with the approval of the proposed MOU side letter agreement as the costs were included at the time of budget adoption.

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 LAMEA?

Summary:

- Negotiations between the City and Los Altos Municipal Employee Association representatives for a side letter agreement commenced on September 13, 2022, and concluded on October 5, 2022
- Los Altos Municipal Employee Association (LAMEA) members ratified the side letter agreement on October 6, 2022

City Manager

Reviewed By:

City Attorney

Finance Director



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3. MOU contract terms will be extended by two years, July 1, 2021 – June 30, 2026.
 4. Effective the pay period that includes July 1, 2023, whichever is later, base salary for all classifications shall be increased five percent (5%).
 5. Consumer Price Index (CPI) base salary for all classifications shall be increased by a minimum of 3%, maximum of 4, effective the pay period that includes July 1, 2024.
 6. Market study classification adjustments will be applied, if applicable, effective the pay period that includes July 1, 2025.

Recommendation

Move to approve Resolution 2022-XX and the terms outlined in the side letter agreement between City of Los Altos & Los Altos Municipal Employee Association.



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Purpose

Approve the recommended terms for a side letter agreement with Los Altos Municipal Employee Association to ensure continuation of excellent delivery of services provided to the Los Altos Community.

Background

Representatives from the City and Los Altos Municipal Employee Association met and conferred in good faith to reach an agreement on a side letter agreement for the Council's approval.

The parties reached a tentative agreement on all terms and conditions of employment on October 5, 2022. LAMEA members met and successfully ratified the tentative agreement for the side letter agreement on October 6, 2022. Final approval of the side letter agreement is now before Council.

Discussion/Analysis

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

- Effective the pay period that includes July 1, 2023, whichever is later, base salary (defined as base pay only) for all classifications shall be increased five percent (5%).
- Effective the pay period that includes July 1, 2024, base salary for all classifications shall be increased by the Consumer Price Index (CPI) by a minimum of 3%, maximum of 4%.
- Effective the pay period that includes July 1, 2025, market adjustments will be applied to classification salary range.
- Increased Observed Holidays
- Quality of Life Enhanced Benefit

In summary, LAMEA 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 Municipal Employee Association.