

**SIDE LETTER OF AGREEMENT  
BETWEEN THE TOWN OF LOS GATOS AND POLICE OFFICERS' ASSOCIATION  
JUNE 18, 2024**

Having met and conferred in good faith, the Town of Los Gatos and the Police Officers' Association agree as follows:

Whereas current low staffing levels in the Police Department have prevented POA members from using their accrued vacation leave, the Town shall maintain its temporary increase to POA members' vacation accrual maximum cap from 344 hours to 444 hours. The temporary increase shall end June 30, 2025. Effective July 1, 2025, the vacation accrual maximum cap shall return to 344 hours. At that time, if an employee's vacation balance is above 344 hours, the hours will remain in the employee's vacation leave bank for future use or cash out per the terms of the MOU, but vacation accruals will not resume until an employee's balance is below 344 hours.

The parties agree that the preceding language temporarily modifies the maximum accrual of vacation hours as indicated in Section 23. Vacation Schedule of the 2024-2027 Memorandum of Understanding. The parties agree that this side letter is subject to Council approval.

**FOR POA:**

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Greg Borromeo, President

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Bill Hoyt, Sergeant

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Mike Birley, Detective

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Riley Frizzell, Detective

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Peter Hoffman, Rains Lucia Stern  
St. Phalle & Silver, PC

**TOWN OF LOS GATOS:**

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Laurel Prevetti, Town Manager

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Katy Nomura, Assistant Town Manager

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Lisa Charbonneau, Liebert Cassidy  
Whitmore

**APPROVED AS TO FORM:**

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Gabrielle Whelan, Town Attorney