

**SIDE LETTER OF AGREEMENT
BETWEEN THE
TOWN OF LOS GATOS AND POLICE OFFICERS' ASSOCIATION
APRIL 24, 2023**

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 temporarily increase POA members' vacation accrual maximum cap by 100 hours (from 344 hours to 444 hours), effective the pay period beginning December 2, 2022. The temporary increase shall end June 30, 2024. Effective July 1, 2024, 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 2022-2024 Memorandum of Understanding. The parties agree that this side letter is subject to Council approval.

FOR POA:

TOWN OF LOS GATOS:

Greg Borrromeo, Police Sergeant

Laurel Prevetti, Town Manager

Mike Birley, Police Officer

Salina Flores, Human Resources

Macey Delgado, Police Officer

Lisa Charbonneau, Liebert Cassidy Whitmore

Zachary Low, Police Officer

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

APPROVED AS TO FORM:

Gabrielle Whelan, Town Attorney