

**SIDE LETTER TO MEMORANDUM OF UNDERSTANDING
BEWTEEN
CITY OF EL CERRITO
AND
EL CERRITO POLICE EMPLOYEES' ASSOCIATION**

December 6, 2022

Representatives for the City of El Cerrito met with representative of the El Cerrito Police Employees Association regarding the financial challenges that the City is experiencing. As a result of the discussions, the parties have agreed to modify the Memorandum of Understanding (MOU) between the parties. The Side Letter modifying the MOU is as following:

Recruitment

- Temporarily suspend Step 1 of the Police Officer's classification – Effective when the City deems appropriate after February 1, 2023
 - Move current incumbents in the Policer Officer classification that are on step 1 to step 2.
- Recruitment incentive
 - To be established by the City, if it deems necessary
 - On Hire - \$2,500
 - On completion of FTO - \$2,500
 - On completion of Probation - \$5,000

Retention

- Establish a Step 6 for the Police Officer, Police Corporal, and Police Sargent classifications.
- Move all sworn employees up one step effective the first full pay period in January 2023 (Employees at Step 1 are moved to Step 2; Employees at Step 2 are moved to Step 3; Employees at Step 3 moved to Step 4; Employees at Step 4 moved to Step 5; Employees at Step 5 moved to the newly established Step 6 (Employees will be eligible to move to the next step on their next regularly scheduled anniversary date).
- Article 7.10 Retiree Health Savings
 - Retiree Health Saving accounts to be established as soon as practicable after January 1, 2023, but no later than April 1, 2023..
 - City to prefund all full-time employees accounts with \$600, who are employed with the City as of January 1, 2023 and still employed with the City as of the establishment of the RHSA.
 - After the establishment of the Retiree Health Savings account the City and the Employees pay period contribution shall be:
 - City - \$50
 - Employee - \$25
- Article 13.1 Base Monthly Salaries


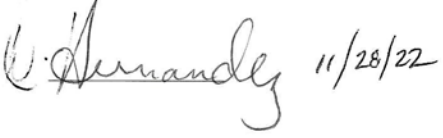
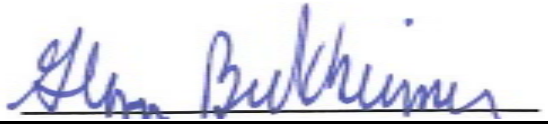

- Delay the January 2023 salary increase for sworn classifications until the first full pay period in July 2023 (for a total sworn salary increase of 4.5% effective the first full pay period in July 2023).
 - Non-sworn employees shall receive the January 2023 salary increase (1.5%) as scheduled.
- 13.3 STEP INCREASES
 The following criteria shall apply in the step-to-step movement of individual employees who are on a step plan:
 - A. Step 1 shall be the minimum hiring rate.
 - B. Step 2: Employees hired at Step 1 shall be eligible for advancement to Step 2 upon completion of six months employment, affirmation by the department head that there has been satisfactory growth in the service value of the employee and approval of the City Manager.
 - C. Employees hired at Steps 2, 3, 4 or 5 shall be eligible for advancement to the next step on the anniversary date of their employment, provided that the department head affirms that there has been satisfactory growth in the service value of the employee and there is City Manager approval.

City Manager may increase an employee's salary on the basis of merit within the range set forth. The City Manager also may designate the salary rate or step at which an employee is appointed.

All other terms and conditions of the Memorandum of Understanding, which expired on December 31, 2019 and extended by the Side Letter to Extend Memorandum of Understanding dated December 31, 2020, not addressed herein shall remain in full force and effect through the term of these agreements.

For the City:

For the Association:

 Karen Pinkos, City Manager Date: 12/7/2022	 Danielle Hernandez, PEA President Date: 11/28/2022
 Glenn Berkheimer, City Negotiator Date: 12/7/2022	 John Noble, PEA Sr. Labor Representative Date: 11/28/2022