

**RESOLUTION NO. 2018-45**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS  
AMENDING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE  
CITY OF LOS ALTOS (“THE CITY”) AND THE LOS ALTOS MUNICIPAL  
EMPLOYEES ASSOCIATION (“LAMEA”) BY ADOPTING THE SIDE LETTER  
AGREEMENT**

**WHEREAS**, an Alternative Work Schedule Administrative Instruction was signed by the City Manager and put into effect on August 5, 2002; and

**WHEREAS**, the conversation about implementing a Defined 9/80 Work Schedule began in February 2018 through the Workplace Innovation Team; and

**WHEREAS**, the Defined 9/80 Work Schedule was supported by management to align existing alternative work schedules by defining the day that City offices will be closed; and

**WHEREAS**, this Work Schedule aligns with the City’s Climate Action Plan - Goal 5.3 Support Sustainable Employee Travel; and

**WHEREAS**, the City met and conferred in good faith on July 17, 2018 and July 23, 2018 with the LAMEA representatives over the terms and conditions of the Defined 9/80 Work Schedule; and

**WHEREAS**, to offset the additional one hour of time off associated with each holiday, LAMEA has agreed to a reduction in a personal holiday provided by LAMEA MOU; and

**WHEREAS**, a Tentative Agreement was signed by representatives from the City and LAMEA on August 9, 2018; and

**WHEREAS**, cities throughout California have successfully adopted Defined 9/80 schedules, with office closures on alternate Fridays; and

**WHEREAS**, City Council action is required for changes to Memorandums of Understanding.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Los Altos hereby adopts the November 8, 2018 Side Letter Agreement between the City and LAMEA.

**I HEREBY CERTIFY** that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the 27<sup>th</sup> day of November 2018 by the following vote:

AYES: BRUINS, LEE ENG, MORDO, PEPPER, PROCHNOW  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE



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Jean Mordo, MAYOR

Attest:



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Jon Maginot, CMC, CITY CLERK