

**SIDELETTER OF AGREEMENT  
BETWEEN THE  
TOWN OF LOS GATOS AND AFSCME  
MAY 25, 2020**

The parties agree to eliminate the early start pay premium referenced in Section 20.3 of the AFSCME 2018-2021 Memorandum of Understanding for work beginning prior to 7:00 AM during the COVID-19 Pandemic scheduling offset period. Scheduling offset refers to the staggering of shift start and end times for two alternating groups of employees for the purpose of complying with social distancing protocols related to the current pandemic. The change will be effective beginning May 25, 2020 and will continue for approximately twelve (12) weeks but is subject to extension if agreed upon by both parties assuming stop-the-spread precautions related to the COVID-19 Pandemic continues. The Town has the right to end scheduling offset with a minimum of seventy-two (72) hours' notice.

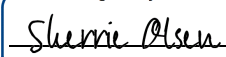
**Section 20.3 Early Start Pay**

Non-overtime work begun prior to 7:00 AM shall receive additional compensation of 5% above the employee's base hourly rate for the entire shift. The additional compensation will not apply to employees assigned to Streets and Park Maintenance effective May 25, 2020. Employees assigned to Facilities, Fleet, and Street Sweeping will continue to receive additional compensation for work beginning prior to 7:00 AM.

The Early Start premium will not apply if the employee's start time is adjusted at the request of the employee under a flexible work arrangement authorized by the department.

**FOR AFSCME:**

DocuSigned by:

  
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**Sherrie Olsen**  
Parks & Maintenance Works  
AFSCME President

**TOWN OF LOS GATOS:**

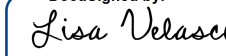
DocuSigned by:

  
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**Laurel Prevetti**  
Town Manager

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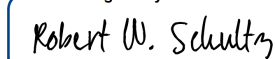
  
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**Arn Andrews**  
Assistant Town Manager

DocuSigned by:

  
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**Lisa Velasco**  
Human Resources Director

**APPROVED AS TO FORM:**

DocuSigned by:

  
\_\_\_\_\_  
**Robert Schultz**  
Town Attorney