

**SIDE LETTER BETWEEN
CITY OF COTATI AND
COTATI EMPLOYEES' ASSOCIATION
RE: 2022 EQUITY, COLA AND LIFE INSURANCE**

The City of Cotati ("City") and Cotati Employees' Association ("Association") (collectively referred to as the "parties") have met and conferred and hereby tentatively agree to the following side letter, subject to ratification by the bargaining unit and approval by the City Council of Cotati.

WHEREAS, the collective bargaining agreement between the parties, which expires June 30, 2026, provides for employees represented by the Association a cost of living adjustment of 2.5% in July 2022;

WHEREAS, the annual (June to June) San Francisco Bay Area Consumer Price Index for Urban Consumers (CPI-U) was 6.8%, reflecting high inflation rates, which significantly exceeded the cost-of-living increase that employees will receive in the current fiscal year; and

WHEREAS, as a result of these extraordinary circumstances, the City is willing to increase the cost of living adjustment for Fiscal year 2022-2023;

WHEREAS, the City is willing to increase life insurance on a City-wide basis;

NOW THEREFORE, effective upon City Council approval, the parties agree as follows:

1. Equity Adjustments:

Effective the first day of the pay period including August 9, 2022, the following equity adjustments shall be applied to the following classifications, not including any applicable cost of living adjustments during this period of time. The amounts below reflect adjustments to the top step of the applicable salary schedules ("Step E"). At the time of each adjustment, lower salary steps shall also be adjusted to reflect a five (5) step salary schedule with a difference of approximately five percent (5%) between each salary step.

<u>Position Title</u>	<u>Hourly Wage Step E, Effective the pay period including August 9, 2022</u>
Office Assistant	\$26.45
Administrative Assistant	\$36.94
Management Analyst	\$46.15
Senior Management Analyst	\$50.87
Account Clerk	\$32.23
Accounting Technician	\$37.45
Accountant	\$43.35
Senior Accountant	\$47.50
Permit Technician	\$38.32

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Planning Technician	\$38.32
Assistant Planner	\$44.64
Associate Planner	\$49.59
Senior Planner	\$56.79
Engineering Technician	\$39.38
Civil Engineer	\$56.79
Recreation Coordinator	\$32.23
Maintenance III	\$41.41

2. Effective the first day of the pay period including August 9, 2022, and subsequent to the Equity Adjustments listed herein, salary schedules for represented job descriptions will be increased by one percent (1%). This is in addition to the two and one-half percent (2.5%) cost of living adjustment effective the first pay period in July 2022, which was previously negotiated and reflected in Section 7.01 of the 2021 Memorandum of Understanding between the parties.

The parties acknowledge and agree that this additional cost of living increase is on a one-time basis only, and shall not constitute, nor be considered as precedent-setting, nor be relied upon to assert a past practice supporting future payments.

3. Section 8.02 of the Memorandum of Understanding between the parties, entitled "Other Insurance," subsection "A," entitled "Life Insurance," will be amended as follows:

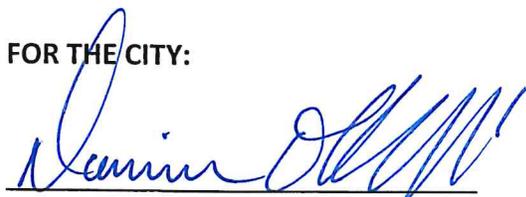
Section 8.02. Other Insurance

- A. Life Insurance: Effective the first full pay period in September 2022, the City shall provide life insurance coverage in the amount of one-hundred fifty thousand dollars (\$150,000) ~~\$100,000~~ for each employee, policy to be determined by the City. The City shall pay only the percentage of the premium commensurate with the percentage of hours worked.

This side letter shall expire June 30, 2026, unless otherwise mutually agreed to by the parties.

SO AGREED:

FOR THE CITY:



FOR THE ASSOCIATION:



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Dated: 8/10/2022

Dated: 8/4/2022

