

**RESOLUTION NO. 2025-01**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, APPROVING A SIDE LETTER AGREEMENT REGARDING THE HIRING REFERRAL INCENTIVE PROGRAM AMENDING THE APRIL 1, 2024 TO JUNE 30, 2028 MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF LOS ALAMITOS (“CITY”) AND THE LOS ALAMITOS POLICE OFFICERS ASSOCIATION (“POA”)**

**WHEREAS**, on April 29, 2024, the City Council adopted Resolution 2024-12 approving the Memorandum of Understanding between the City of Los Alamitos and the Police Officers Association (the “MOU”); and,

**WHEREAS**, the City now desires to amend the MOU to add the Hiring Referral Incentive Program.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS DOES RESOLVE AS FOLLOWS:**

**SECTION 1.** The City Council of the City of Los Alamitos, California, finds that the above recitals are true and correct.

**SECTION 2.** The City Council hereby approves the Side Letter Agreement, attached hereto as Exhibit A, supplementing the MOU and creating a Hiring Referral Incentive program.

**SECTION 3.** The City Clerk shall certify as to the adoption of this Resolution.

**PASSED, APPROVED, AND ADOPTED** this 21<sup>st</sup> day of January, 2025.

DocuSigned by:  
*Shelley Hasselbrink*  
AF57F110E7A146D...  
Shelley Hasselbrink, Mayor

ATTEST:

Signed by:  
*Windmera Quintanar*  
54BCC26B4CA8409...  
Windmera Quintanar, MMC, City Clerk

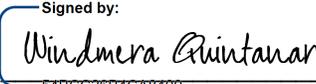
APPROVED AS TO FORM:

Signed by:  
*Michael S. Daudt*  
350A1F4BDEF445B...  
Michael S. Daudt, City Attorney

STATE OF CALIFORNIA )  
COUNTY OF ORANGE ) ss  
CITY OF LOS ALAMITOS )

I, Windmera Quintanar, MMC, City Clerk of the City of Los Alamitos, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council held on the 18<sup>th</sup> day of January 21, 2025 by the following vote, to wit:

AYES: COUNCILMEMBERS: Hibard, Doby, Hasselbrink, Loe, Nefulda  
NOES: COUNCILMEMBERS: None  
ABSENT: COUNCILMEMBERS: None  
ABSTAIN: COUNCILMEMBERS: None

Signed by:  
  
54BCC26B4CA8409...  
Windmera Quintanar, MMC, City Clerk

**SIDE LETTER AGREEMENT AMENDING  
THE APRIL 1, 2024 TO JUNE 30, 2028  
MEMORANDUM OF UNDERSTANDING BETWEEN  
THE CITY OF LOS ALAMITOS (“CITY”)  
AND THE LOS ALAMITOS POLICE OFFICERS ASSOCIATION (“POA”)**

The City of Los Alamitos (“City”) and LOS ALAMITOS POLICE OFFICERS ASSOCIATION (“POA”) (collectively, the “Parties”), having previously negotiated and executed a Memorandum of Understanding (MOU) for the period of APRIL 1, 2024 to JUNE 30, 2028, do hereby agree and adopt this Side Letter Agreement supplementing the MOU and creating a Hiring Referral Incentive Program as follows:

**WHEREAS**, to aid in the recruitment of lateral employees in the Police Officer classification, the City wishes to provide a cash incentive to police officers who refer lateral new hires for the City’s Police Department.

**WHEREAS** any Unit member who successfully refers a lateral police officer who is offered and accepts employment with the Department in a sworn position, may be eligible to receive up to Nine Thousand Dollars (\$9,000), paid in three \$3,000 increments as follows:

The Referral Incentive shall provide the current employee with Three Thousand Dollars (\$3,000) upon the referred lateral police officer’s initial hire;

The Referral incentive shall provide the current employee with Three Thousand Dollars (\$3,000) upon completion of training by the new hire; and,

The Referral Incentive shall provide the current employee with Three Thousand Dollars (\$3,000) upon the new hire’s completion of the probationary period.

In order to qualify as a lateral police officer for purposes of this Referral Incentive, lateral candidates will be required to currently be employed as a peace officer with a California law enforcement agency and possess a California POST Basic Certificate. Final determinations for eligibility shall be made by the Police Chief.

These payments are unconnected to performance and shall not be reflected in any City pay or salary schedule, shall not be the basis for any future negotiated salary increases, and shall not be reported as compensation earnable.

Members of the City’s recruitment team and any employee who works a recruitment event shall be eligible for this referral bonus, but only for an employee they recruit separate and apart from their duties as a member of the recruitment team or participation in the recruitment event.

This Referral Incentive program will be discontinued once the City has expended a total of Thirty-Six Thousand Dollars (\$36,000) in Referral Incentive payments.

Employees will be required to complete a written acknowledgment form providing the referred lateral police officer's name prior to any application being submitted to receive the Referral Incentive payment(s). No more than one City employee per hired lateral police officer will be provided the Referral Incentive payment(s). City employees are permitted to receive multiple incentive payment(s) for multiple referrals they make.

**LOS ALAMITOS POLICE OFFICERS ASSOCIATION**

Signed by:  
By: Steven Smith  
Steven Smith, Vice President

Date: 1/30/2025

**CITY OF LOS ALAMITOS**

DocuSigned by:  
By: Shelley Hasselbrink  
Shelley Hasselbrink, Mayor

Date: 2/3/2025