

City Council Meeting Agenda

Tuesday, September 24, 2019

6:30 PM

**City Hall Council Chambers
232 W. Sierra Madre Boulevard
Sierra Madre, California 91024**

*John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
Gene Goss, Council Member*

*Sue Spears, City Clerk
Michael Amerio, City Treasurer*



CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL:

Mayor Harabedian, Mayor Pro Tem Capoccia, Council Member Arizmendi, Council Member Delmar, and Council Member Goss.

PLEDGE OF ALLEGIANCE AND INSPIRATION:

Council Member Rachelle Arizmendi.

APPROVAL OF MEETING AGENDA:

Vote of the Council to proceed with City business.

REPORT OUT FROM CLOSED SESSION:

City Attorney report from the closed sessions on September 24, 2019.

APPROVAL OF CITY COUNCIL MEETING MINUTES:

Approval of the City Council meeting minutes from September 10, 2019 Council meeting.

MAYOR AND CITY COUNCIL REPORTS:

Reporting of Council Member activities related to City business.

PRESENTATIONS:

- P1 – Update on Air Quality from South Coast Air Quality Management District Governing Board Member Michael Cacciotti

- P2 - Annual report on Sierra Madre Library from City Librarian Christine Smart

- P3 - Presentation from Sierra Madre Library Foundation

PUBLIC COMMENT:

The Council will listen to the public on any item on the agenda. Early in the meeting, the Council will also devote time for public comment on items not on the agenda. Under the Brown Act, the Council is prohibited from taking action on items not on the agenda, but the matter may be referred to staff or to a subsequent meeting. Each speaker will be limited to three continuous minutes, which may not be delegated. These rules will be enforced but may be changed by appropriate City Council action.

ACTION ITEMS

1. CONSENT

a) CONSIDERATION OF RESOLUTION 19-48 APPROVING CERTAIN DEMANDS

It is recommended that the City Council approve Resolution 19-48 for approval of payment of City warrants in an aggregate amount of \$248,838.56; Library warrants in an aggregate amount of \$8,429.64; and payroll transfer in the aggregate amount of \$332,279.82 for the fiscal year ending June 30, 2020.

b) SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT 2018 WATER DELIVERY PAYMENT

It is recommended that the City Council approve the expenditure of \$518,400 for 1,296 acre-feet of water delivered to Sierra Madre Spreading Grounds for the calendar year 2018.

c) CONSIDERATION OF APPROVAL TO ISSUE AN RFP FOR FISCAL YEAR 2019-2020 STREET IMPROVEMENT PROJECT

It is recommended that the City Council authorize a Request for Proposals for the Fiscal Year 2019-2020 Street Improvement Project

d) CONSIDERATION OF RESOLUTION 19-52 AMENDING THE TERMS AND CONDITIONS OF EMPLOYMENT FOR FULL-TIME FIRE DEPARTMENT EMPLOYEES

It is recommended that the City Council adopt Resolution 19-52 amending the Terms and Conditions of Employment for full-time employees.

2. DISCUSSION

a) CONSIDERATION OF APPOINTMENT TO FILL A PARTIAL TERM ON THE PLANNING COMMISSION

Recommendation that the City Council provide staff with direction regarding an appointment to the Planning Commission to fill an unexpected Commissioner vacancy.

b) CONSIDERATION OF CITY COUNCIL SUPPORT OF ASSEMBLY BILL 1093, AUTHORED BY ASSEMBLYMEMBER BLANCA RUBIO

Recommendation that the City Council provide staff with direction.

c) CONSIDERATION OF APPOINTMENT TO CLEAN POWER ALLIANCE BOARD

Recommendation that the City Council appoint a Sierra Madre representative to the Clean Power Alliance.

d) CONSIDERATION OF RESOLUTION 19-49 PLANNING FOR CALIFORNIA MINIMUM WAGE AND AMENDING PART-TIME AND CONFIDENTIAL-EXEMPT CLASSIFICATION PLAN AND SALARY MATRIX

Recommendation that the City Council approve Resolution 19-49 modifying the part-time hourly wages in the City's Classification Plan and Salary Matrix for 2019.

ACTION ITEMS

Regardless of staff recommendation on any agenda item, the City Council will consider such matters, including action to approve, conditionally approve, reject, or continue such item.

AVAILABILITY OF AGENDA MATERIALS

Materials related to items on this agenda are available for public inspection on the City's website at www.cityofsierramadre.com, and during normal business hours at City Hall, 232 W. Sierra Madre Blvd. and at the Sierra Madre Public Library, 440 W. Sierra Madre Blvd.

LIVE BROADCASTS

Regular City Council meetings are broadcasted live on Cable Channel 3 and rebroadcast on Wednesday and Saturday at 5:30 p.m.

MEETING ASSISTANCE

If you require special assistance to participate in this meeting, please call the City Clerk's Office at (626) 355-7135 at least 48 hours prior to the meeting.

ADJOURNMENT

The City Council will adjourn to a Public Hearing at this same place on October 8, 2019.



CITY OF SIERRA MADRE
CITY COUNCIL REGULAR MEETING MINUTES

SIERRA MADRE CITY COUNCIL
SUCCESSOR AGENCY AND
PUBLIC FINANCE AUTHORITY

Tuesday, September 10, 2019 - 6:30 pm

Sierra Madre City Hall Council Chambers
232 W. Sierra Madre Blvd., Sierra Madre, CA 91024

CALL TO ORDER/ROLL CALL MEMBERS OF THE CITY COUNCIL

Mayor John Harabedian called the meeting to order at 6:35 p.m. City Clerk Sue Spears called the roll.

Present: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss

Absent: Rachelle Arizmendi

Also Present: Gabe Engeland, City Manager
Teresa Highsmith, City Attorney
Laura Aguilar, Assistant City Clerk
Brent Bartlett, Fire Captain
James Carlson, Management Analyst
Chris Cimino, Director of Public Works
Vincent Gonzalez, Planning & Community Preservation Director
Miguel Hernandez, Human Resources Manager
Jim Hunt, Interim Police Chief
Chuck Kamchamnan, Police Sergeant
Colby Konisek, Finance Director
Jose Reynoso, Utility Services Director
Christine Smart, City Librarian
Rebecca Silva-Barrón, Community Services Manager
Sue Spears, City Clerk

PLEDGE OF ALLEGIANCE AND INSPIRATION:

Mayor Pro Tem Capoccia (1) led the Pledge of Allegiance, (2) said that tomorrow is the 18th anniversary of the 9/11/2001 Terrorist Attack, which greatly affected our nation, (3) asked for a moment of silence in memory of the 3,000 people who died in the attack, 400 first responders who died that day, and 450 first responders who have since died, and (4) announced that, tomorrow at 6:45 a.m., the members of the Sierra Madre Fire Department will hold a ceremony at the SM Fire Station and invited people to attend.

APPROVAL OF MEETING AGENDA:

Mayor Harabedian asked for a motion to approve the agenda as presented.

Mayor Pro Tem Capoccia moved to approve the agenda as presented.

Council Member Goss seconded the motion.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss

Noes: None

Absent: Rachelle Arizmendi

The motion to approve the agenda as presented was passed by a vote of four (4) yes and one (1) absent.

REPORT ON THE CLOSED SESSIONS – JULY 23, 2019 AND SEPTEMBER 10, 2019

City Attorney Highsmith reported that the City Council met in Closed Session (1) to receive a briefing from legal counsel on a matter of anticipated/potential litigation, with direction provided to the City Attorney and no action was taken and (2) met with its real property negotiator to review a proposal for the purchase/sale (the City is in negotiation with the owners of the Monastery) of the property listed at 700 N. Sunnyside, Sierra Madre, and no action was taken.

APPROVAL OF MINUTES:

Mayor Harabedian asked for the approval of the Minutes of the Regular Council Meeting of July 23, 2019.

Council Member Goss moved to approve the Minutes of the Regular City Council Meeting of July 23, 2019 as presented.

Council Member Delmar seconded the motion.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss

Noes: None

Absent: Rachelle Arizmendi

The motion to approve the Minutes of the Regular City Council Meeting of July 23, 2019 as presented was passed by a vote of four (4) yes and one (1) absent.

MAYOR AND CITY COUNCIL REPORTS:

- A. Mayor John Harabedian reported that (2) the Sierra Madre Women’s Club is hosting an event, “Jazz Under the Stars,” on 11/2/19 at Corfu Restaurant, with proceeds going to the Sierra Madre Police and Fire Departments and (2) customers will see a reduction in their electricity bills because the Clean Power Alliance has reduced its rates (rates that are lower than the Southern California Edison is charging its customers).
- B. Mayor Pro Tem John Capoccia reported that (1) Mayor Harabedian has announced that he is running for LA County Board Supervisor, that he is a future leader who will benefit everyone, and encouraged people to spread the word and make a donation to his campaign, (2) the Water Committee of the SGCOC had a legal presentation on a study of the sources of bacteria polluting our waterways, (3) the Upper SG Water District has been purchasing surplus water from the

California State Water Project to increase its reserves, and (4) there is still a need to continue to conserve water.

- C. Council Member Rachele Arizmendi was absent.
- D. Council Member Denise Delmar commented that she likes the newly refurbished audience chairs in the City Council Chambers.
- E. Council Member Gene Goss did not make a report.

PRESENTATION TO SIERRA MADRE FIRE FIGHTERS LOCAL 5216:

Mayor Harabedian announced that (1) the Sierra Madre Fire Department has recently unionized and become an official local of the International Association of Fire Fighters (IAFF), Sierra Madre Local 5216, (2) this does not happen very often and is a special moment, and (3) we are honored to host the following guests recognizing this achievement: Frank Lima, Division 10 Vice President of IAFF, Dominick Bei, President of Santa Monica Fire Fighters Local 1109, and Darryl Roberts, President of Chula Vista Fire Fighters Local 2180.

Frank Lima addressed the City Council and presented a certificate documenting the assignment of Local 5216 to the Sierra Madre Fire Department. Captain Brent Bartlett, President of Sierra Madre Local 5216, accepted the certificate and expressed (1) gratitude to the City Council and Staff for their support during this process, (2) the commitment of the Sierra Madre Fire Department to provide the best service possible to the community, (3) that the SMFD is excited about the future, and (4) thanked IAFF for its support.

Mr. Lima also recognized Gary Hood, long time Sierra Madre resident and who was a Los Angeles Fire Captain for 28 years, as the inventor of the Personal Alert System (PAS) Device, which has saved the lives of countless fire fighters.

PUBLIC COMMENT ON NON-AGENDA ITEMS:

Mayor Harabedian opened the meeting for Public Comment on items not on the agenda.

- Pat Alcorn, Sierra Madre, announced that the Friends of the Sierra Madre is having a “Harvest Festival” on September 27, 2019, at Alverno Heights Academy, with the Premiere Event (\$80/ticket) beginning at 6:00 p.m. and the Main Event (\$60/ticket) beginning at 7:00 p.m.
- Judy-Webb Martin, Sierra Madre, announced that the SM Sierra Madre Kiwanis Club is having a Pancake Breakfast (\$6/ticket) on September 21, 2019, in Memorial Park from 7:00 a.m. – 11:00 a.m.
- Karen Rowinsky, Sierra Madre, read a statement written by Sierra Madre resident Deb Sheridan regarding the “epidemic of gun violence in our country” and a 2016 California law, “Gun Violence Restraining Order”, also known as the “Red Flag Law”, allowing family members and law enforcement to work with the courts to temporarily remove any guns and prevent the purchase of new guns by individuals who pose a significant risk to harm themselves or others. In the statement, Ms. Sheridan requested that the City Council publicize the “Red Flag Law.”
- John Hiller, Sierra Madre, introduced Steve Licata, Arcadia, who spoke about the Bahai faith.

Mayor Harabedian asked if anyone else would like to come forward to speak on items not on the agenda. Seeing no one come forward, Mayor Harabedian closed Public Comment.

Mayor Harabedian commented that most people are unaware of the “Red Flag Law” and that we should follow-up with Police Chief Hunt for a City Council presentation at a future City Council Meeting.

AGENDA ACTION ITEMS

1. CONSENT CALENDAR

City Clerk Spears gave the following reports under the Consent Calendar:

- a) ADOPTION OF RESOLUTION 19-45 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS - Recommendation that the City Council approve Resolution 19-45 for approval of payment of City warrants in an aggregate amount of \$472,074.36; Library warrants in an aggregate amount of \$3,804.38; and payroll transfer in the aggregate amount of \$696,525.87 for the fiscal year ending June 30, 2019 and June 30, 2020.
- b) ADOPTION OF RESOLUTION 19-46 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS - Recommendation that the City Council approve Resolution 19-46 for approval of payment of City warrants in an aggregate amount of \$303,168.57; Library warrants in an aggregate amount of \$9,961.13; and payroll transfer in the aggregate amount of \$348,816.08 for the fiscal year ending June 30, 2020.
- c) ADOPTION OF RESOLUTION 19-47 OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE APPROVING CERTAIN DEMANDS - Recommendation that the City Council approve Resolution 19-47 for approval of payment of City warrants in an aggregate amount of \$150,116.31; Library warrants in an aggregate amount of \$1,777.65; and payroll transfer in the aggregate amount of \$391,097.79 for the fiscal year ending June 30, 2020.
- d) TREASURER’S REPORT FOR THE QUARTER ENDING MARCH 31, 2019 - It is recommended that the City Council receive and file the Treasurer’s Report.
- e) RECOMMENDATION TO APPROVE CHANGE ORDER #1 TO THE 2019 WATER MAIN REPLACEMENT PROJECT CONSTRUCTION CONTRACT IN THE AMOUNT OF \$226,850 - It is recommended that the City Council approve Change Order #1 to the construction contract previously awarded to Big Ben, Inc. in the amount of \$226,850.00 for the inclusion of 700’ of 10” water main in Woodland Drive and Alta Vista Drive to the 2019 Water Main Replacement Project.

Mayor Harabedian asked if any Member of the Council had questions on Consent Items 1a – 1e.

Mayor Harabedian opened the meeting for Public Comment on the Consent Items. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion. No additional discussion occurred.

Mayor Pro Tem Capoccia made a motion to approve Consent Items 1a – 1e as presented.

Council Member Delmar seconded the motion.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss

Noes: None

Absent: Rachelle Arizmendi

The motion to approve Consent Items 1a – 1e as presented was passed by a vote of four (4) yes and one (1) absent.

2. PUBLIC HEARING - CITIZENS OPTION FOR PUBLIC SAFETY (COPS) GRANT FUNDING FOR FISCAL YEAR 2019-2020

Mayor Harabedian opened this item for Public Hearing.

Sgt. Kamchamnan reported on this item that included a PowerPoint titled, “COPS/SLESF – Citizens Option for Public Safety (COPS) and Supplemental Law Enforcement Service Funds (SLESF)”, with the recommendation that the City Council accept the \$150,000 in anticipated funds from the COPS grant program and authorize appropriations and expenditures as follows below:

1	Additional supplemental services	\$ 23,466
2	FAST – Foothill Air Support Team (helicopter services)	12,724
3	FSET – Foothill Special Enforcement Team - (currently serving Claremont, Glendora, La Verne, and Monrovia)	20,000
4	ICI Radio System	12,810
5	Supplemental Officers (LAPD Part-Time Officers)	81,000
	TOTAL	\$ 150,000

Mayor Harabedian asked if any Member of the Council had questions on this item.

In response to a question from Council Member Goss regarding a SWAT situation, Sgt. Kamchamnan said that it better and more expeditious to have the FSET respond because FSET will always respond when asked and LA County SWAT has request situation protocols, which take more time and response is not guaranteed.

Mayor Harabedian opened this item for Public Comment. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion.

Mayor Pro Tem Capoccia expressed that the FSET is a tremendous opportunity for the SMPD officers, as it enhances their ability to serve the community and provides them with additional training.

Discussion occurred and there was consensus to accept the funds and expenditures as recommended.

Mayor Pro Tem Capoccia made a motion to accept the COPS funds and approve the appropriations and expenditures as recommended.

Council Member Delmar seconded the motion.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss

Noes: None

Absent: Rachelle Arizmendi

The motion to accept the COPS funds and approve the appropriations and expenditures as recommended was passed by a vote of four (4) yes and one (1) absent.

3. DISCUSSION – COMMUNITY GARDEN PROGRAM RESTRUCTURE

Community Services Manager Silva-Barrón reported in this item with the recommendation that the City Council suspend the Community Garden Program during the months from October 1, 2019 to December 31, 2019 to allow staff to clean, measure, rebuild, and implement new policy and regulations. It is also recommended that the City Council authorize Staff to explore alternate locations for the Community Garden Program.

Mayor Harabedian asked if any Member of the Council had questions on this item.

In response to a question by Council Member Goss as to whether any prospective new locations have been identified, City Manager Engeland responded no, but that doing a search is part of the due diligence process.

In response to a question by Council Member Delmar as to whether the current active participants were notified that this item was going to be on tonight's City Council agenda, City Manager Engeland said that, while there was no formal postcard notification, participants do know about it, as some were notified as they came into the City Hall and others were notified when they were in the Garden itself.

In response to a question by Mayor Pro Tem Capoccia regarding "if there is a better location, then why do the work", City Manager Engeland explained that the impetus for the replotting of the Community Garden is (1) that there have been a number of complaints about individual plot access being blocked, (2) the pathways in between plots are not traversable, and (3) there are immediate issues which need to be remedied, including the installation of a functional oven over one plot which people use and routinely BBQ in the Community Garden, all of which are untenable situations to allow to continue. He added that one of the Community Garden members verbally assaulted and intimidated a City Staff member and under the City's current rules and regulations, there was very little ability to take any action.

Mayor Harabedian opened this item for Public Comment.

- Gary Hood, Sierra Madre, suggested that the City implement a hydrophilic garden for the Community Garden.
- De Alcorn, Sierra Madre, suggested that part of Goldberg Park be used for the Community Garden.

Mayor Harabedian asked if anyone else would like to speak on this item. Seeing no one, Mayor Harabedian closed Public Comment and brought the matter back to the Council for discussion.

Discussion occurred and there was consensus for the Staff proposals, as it is needed and reasonable.

Council Member Goss made a motion to (1) approve the suspension of the Community Garden Program during the months from October 1, 2019 to December 31, 2019 to allow staff to clean, measure, rebuild, and implement new policy and regulations and (2) authorize Staff to explore alternate locations for the Community Garden Program.

Mayor Pro Tem Capoccia seconded the motion.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Rachele Arizmendi, Denise Delmar, and Gene Goss

Noes: None

Absent: None

Abstain: None

The motion to (1) approve the suspension of the Community Garden Program during the months from October 1, 2019 to December 31, 2019 to allow staff to clean, measure, rebuild, and implement new policy and regulations and (2) authorize Staff to explore alternate locations for the Community Garden Program was passed by a vote of four (4) yes and one (1) absent.

NEW ITEMS PLACED FOR FUTURE AGENDAS:

Mayor Harabedian asked the members of the City Council if there are any new items for future meeting agendas.

Mayor Harabedian said that future items will be a presentation by the Clean Power Alliance and the "Red Flag Law".

ADJOURNMENT:

Mayor Harabedian asked for a motion to adjourn.

Council Member Goss made a motion to adjourn the meeting.

The motion was seconded by Mayor Pro Tem Capoccia.

Ayes: Mayor John Harabedian, Mayor Pro Tem John Capoccia, and Council Members Denise Delmar and Gene Goss

Noes: None

Absent: Rachele Arizmendi

Abstain: None

The motion to adjourn was passed by a by a vote of four (4) yes and one (1) absent.

THIS SIERRA MADRE CITY COUNCIL REGULAR MEETING WAS ADJOURNED at 7:27 p.m. to a Regular meeting to be held on Tuesday, September 24, 2019, in the Sierra Madre City Hall Council Chambers.

John Harabedian, Mayor

Minutes taken and prepared by:

Sue Spears, City Clerk

RESOLUTION NUMBER 19-48

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SIERRA MADRE
APPROVING CERTAIN DEMANDS**

WHEREAS, the following demands have been reviewed and approved by the Finance Director; and,

WHEREAS, the Finance Director has verified that appropriated funds are available for payment thereof; and,

WHEREAS, the register of audited demands has been submitted to the City Council for approval; and

WHEREAS, City Warrants are the payment of bills, invoices and contractual obligations incurred by the City of Sierra Madre during the period enumerated therein, based on the approved fiscal year budget and existing budgetary authority, Municipal Code authority, or prior policy direction by the City Council; and

WHEREAS, Payroll Transfer is the transfer of funds to cover the payroll costs for all City employees for the period enumerated therein.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Sierra Madre does hereby ratify payment of City Warrants in the aggregate amount of **\$248,838.56**; Sierra Madre Library Warrants in aggregate amount of **\$8,429.64**; and Payroll Transfer in the aggregate amount of **\$332,279.82** for the fiscal year ending June 30, 2020.

APPROVED AND ADOPTED this 24th day of September, 2019.

Mayor, City of Sierra Madre, California

I hereby certify that the foregoing Resolution Number **19-48** was adopted by the City Council of the City of Sierra Madre at a regular meeting held on the 24th day of September, 2019.

AYES:

NOES:

ABSTAIN:

ABSENT:

City Clerk, City of Sierra Madre, California

**City of Sierra Madre
Department of Finance
Warrant Register Recap
City Council Meeting of September 24, 2019**

CITY OF SIERRA MADRE AND SIERRA MADRE LIBRARY

City of Sierra Madre Warrants\$248,838.56

Sierra Madre Library Warrants.....\$8,429.64

Payroll
Transfer.....\$332,279.82

Warrant Register 9/24/19

Attachment 1A

Fiscal Year	Description	Amount	Page #
FY1920	Manual Warrants	11,190.15	1-2
FY1920	General Warrants	148,413.58	3-6
FY1920	General Warrants - Utility Bills	89,234.83	7
	Total	248,838.56	

FY1920	Library Warrants	8,429.64	8
	Total	8,429.64	

Date:			
9/19/2019	Payroll #19 Electronic Tansfers	\$332,279.82	
	From: City of Sierra Madre-General Acct. To: City of Sierra Madre-Payroll Acct.		
	Total	332,279.82	



Packet: APPKT04748 - MANUAL CHECK 09/24/19
Vendor Set: 01 - Vendor Set 01

Check Date: 09/10/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
0823	BANK OF AMERICA				11,190.15
APBWEST	Check	INV025398	CC WATER PURVEYOR MEMBERSHIP	10000.82000.53409	120.00
		INV025399	CC OFFICE DEPOT SUPPLIES	10000.83300.53001	163.03
		INV025400	CC OFFICE DEPOT SUPPLIES	10000.83300.53001	5.46
		INV025401	CC OFFICE DEPOT SUPPLIES	10000.83300.53001	24.63
		INV025402	CC OFFICE DEPOT SUPPLIES	10000.83300.53001	21.89
		INV025403	CC MATERIAL SUPPLIES	10000.83300.53001	258.63
		INV025404	CC MATERIAL SUPPLIES	10000.83300.53001	41.79
		INV025405	GE EMPLOYEE BREAKFAS W/MAYOR	60007.70100.53403	250.00
		INV025406	GE EMPLOYEE BREAKFAST W/MAYOR	60007.70100.53403	2.89
		INV025407	GE EMPLOYEE BREAKFAST W/MAYOR	60007.70100.53403	919.37
		INV025408	GE CONFERENCE TRAVEL	60002.30000.53402	434.60
		INV025409	GE CONFERENCE TRAVEL	60002.30000.53402	30.00
		INV025410	GE BUSINESS LICENSE VEHICLE STICKERS	60002.30000.53102	172.75
		INV025411	GE CAPIO WEBINAR REGISTRATION	60002.30000.53402	35.00
		INV025412	GE 2019 ICMA CONFERENCE REGISTRATION	60002.30000.53402	720.00
		INV025413	GE 2019 ANNUAL CONFERENCE REGISTRATION	10000.12000.53402	150.00
		INV025414	GE 2019 ANNUAL CONFERENCE REGISTRATION	10000.11000.53402	550.00
		INV025415	VG CALI. PRESERVATION FOUNDATION MEMBE	10000.40000.53409	250.00
		INV025416	VG CA APA CONFERENCE	10000.40000.53402	710.00
		INV025417	JH STAFF AWARD	10000.50000.53100	45.99
		INV025418	JH VEHICLE MAINTENANCE	10000.50000.52302	9.00
		INV025419	JH VEHICLE MAINTENANCE	10000.50000.52302	9.00
		INV025420	KN EOC-MOBILE STORAGE/CHARGING CART	10000.64000.56009	282.81
				71000.81100.56009	121.20
				72000.81200.56009	44.89
		INV025421	KN EQUIPMENT MAINTENANCE	10000.61000.52302	253.82
		INV025422	KN FIRE CHIEF MEETING	10000.61000.53402	35.00
		INV025423	JR MAINTENANCE SUPPLIES	71000.81100.53200	17.90
		INV025424	JR CONFERENCE / MEETING PW STAFF	71000.81100.53402	22.97
		INV025425	JR VEHICLE MAINTENANCE / JR REFUNDED CITY	71000.81100.53999	6.00
		INV025426	JR CONFERENCE MEETING PW STAFF	71000.81100.53402	29.15
		INV025427	JR EQUIPMENT SUPPLIES	71000.81100.53205	175.00
		INV025428	JR SMALL TOOLS	71000.81100.53205	1,020.71
		INV025429	JR CONFERENCE MEETINGS PW STAFF	71000.81100.53402	54.43
		INV025430	JR CONFERENCE / MEETINGS	71000.81100.53402	4.00
		INV025431	JR CONFERENCE / MEETINGS	71000.81100.53402	30.00
		INV025432	HG MISAC MEMBERSHIP IT MANAGER	60003.30000.53409	130.00
		INV025433	HG MISAC MEMBERSHIP SENIOR NETWORK ADP	60003.30000.53409	130.00
		INV025434	HG ZENDESK HELP DESK TICKETING SYSTEM FOF	60003.30000.52200	1,536.00
		INV025435	HG MISAC CONFERENCE REGISTRATION I.T. MAI	60003.30000.53402	775.00
		INV025436	RS YWCA MEETING	37006.72000.53999	46.24
		INV025437	RS SENIOR EXCURSION	10000.79003.52999	757.35
		INV025438	RS SENIOR CINEMA DAY	37006.72000.53999	3.86
		INV025439	RS SENIOR ACTIVITY	37006.72000.53999	32.98
		INV025440	CS TEEN STUFFED ANIMAL SLEEPOVER	39006.90000.53999	36.10
		INV025441	CS STUFFED ANIMAL TEEN BREAKFAST	39006.90000.53999	75.45
		INV025442	CS STUFFED ANIMAL SLEEPOVER BAGELS	39006.90000.53999	49.47
		INV025443	CS MEAGAN'S RETIREMENT	39006.90000.53999	159.95
		INV025444	CS LIB STAFF RECOGNITION PIZZA	60007.70100.53403	102.09
		INV025445	CS CLA MEMBERSHIP CONFERENCE	10000.90000.53402	38.00
		INV025450	CS CITY STAFF RECOGNITION PIZZA	60007.70100.53403	95.25
		INV025451	CS PD STAFF RECOGNITION PIZZA	60007.70100.53403	95.25
		INV025452	CS FD STAFF RECOGNITION PIZZA	60007.70100.53403	105.25



Packet: APPKT04756 - GEN 09/24/19
Vendor Set: 01 - Vendor Set 01

Check Date: 09/17/2019

Vendor Number	Vendor Name	Invoice #	Invoice Description	Account Number	Vendor Total
Bank Code	Payment Type				Distribution Amount
<u>0109</u>	AIRGAS USA				56.57
APBWEST	Check	9964750468	FY 2019-2020 MEDICAL OXYGEN	10000.64000.53300	56.57
<u>VEN03454</u>	AMAZON CAPITAL SERVICES				103.02
APBWEST	Check	14ND-F4MF-916G	FD OFFICE SUPPLIES	10000.61000.53100	103.02
<u>VEN02961</u>	ARAMARK UNIFORM & CAREER APPAREL GROUP INC				206.52
APBWEST	Check	534514468	FY 19/20 Janitorial	60001.83200.53200	82.11
		534531780	FY 19/20 Uniform	60001.83200.53303	124.41
<u>1552</u>	ARNOLD'S FRONTIER HARDWARE - Fire				426.44
APBWEST	Check	091541	FY 2019-2020 HARDWARE SUPPLIES	10000.61000.53204	13.12
		091803	FY 2019-2020 HARDWARE SUPPLIES	10000.61000.53204	22.96
		092040	FY 2019-2020 HARDWARE SUPPLIES	10000.61000.53204	21.88
		092041	FY 2019-2020 HARDWARE SUPPLIES	10000.61000.53204	8.75
		092046	FY 2019-2020 HARDWARE SUPPLIES	10000.61000.53204	6.56
		092059	FY 2019-2020 HARDWARE SUPPLIES	10000.61000.53204	55.32
		092150	FY 2019-2020 HARDWARE SUPPLIES	10000.61000.53204	6.56
		092178	FY 2019-2020 HARDWARE SUPPLIES	10000.61000.53204	22.02
		092179	FY 2019-2020 HARDWARE SUPPLIES	10000.61000.53204	0.65
		092221	FY 2019-2020 HARDWARE SUPPLIES	10000.61000.53204	7.31
		092222	FY 2019-2020 HARDWARE SUPPLIES	10000.61000.53204	2.63
		092251	FY 2019-2020 HARDWARE SUPPLIES	10000.61000.53204	5.03
		092285	FY 2019-2020 HARDWARE SUPPLIES	10000.61000.53204	192.65
		092288	FY 2019-2020 HARDWARE SUPPLIES	10000.61000.53204	33.66
		092295	FY 2019-2020 HARDWARE SUPPLIES	10000.61000.53204	13.67
		092382	FY 2019-2020 HARDWARE SUPPLIES	10000.61000.53204	8.75
		092384	FY 2019-2020 HARDWARE SUPPLIES	10000.61000.53204	4.92
<u>0125</u>	ARROW AUTOMOTIVE SERVICE				80.00
APBWEST	Check	1042268	VEHICLE MAINTENANCE	60000.83100.53208	80.00
<u>0139</u>	BISHOP COMPANY				930.75
APBWEST	Check	458485	SMALL TOOLS	71000.81100.53205	465.38
				72000.81200.53205	465.37
<u>VEN02965</u>	CALIFORNIA ASSOC. OF CODE ENFORCEMENT OFFICERS				200.00
APBWEST	Check	200010628	CCEO APPLICATION FEE	10000.40000.53409	200.00
<u>0169</u>	CITY ELECTRIC SUPPLY				192.81
APBWEST	Check	PDA/010301	FY 19/20 City Electric Supplies / Facilities	60001.83200.53200	192.81
<u>0326</u>	CITY OF PASADENA				12,724.00
APBWEST	Check	30008270	FY 19-20 FOOTHILL AIR SUPPORT CHARGES	35005.50000.52200	12,724.00
<u>1121</u>	COLANTUONO, HIGHSMITH & WHATLEY, PC				16,120.15
APBWEST	Check	40065	FY 19-20 LEGAL SVCS-RETAINER AUG 2019	10000.21000.52201	10,500.00
		40066	LABOR AND EMPLOYMENT AUG 2019	60007.70100.52201	329.00
		40067	SPECIAL COUNSEL AUG 2019	10000.21000.52201	4,458.50
		40068	adv.RWQCB AUG 2019	71000.81100.52201	832.65
<u>1167</u>	COMMUNITY MEDIA OF THE FOOTHILLS				2,400.94
APBWEST	Check	411	FY 19/20 Sierra Madre Production Services Aug 2	60003.30000.52100	2,400.94
<u>VEN02953</u>	CPACINC.COM				19,572.00
APBWEST	Check	SI-1288536	FY19/20 BPO SOFTWARE AND HARDWARE CLUS	60003.30000.52200	19,572.00
<u>0185</u>	D. F. POLYGRAPH				350.00
APBWEST	Check	2019/6	POLY EXAM-PD	60007.70101.52100	350.00
<u>1428</u>	DAN GINTER				356.50
APBWEST	Check	INV025468	RETIREE HEALTH INS. OCT'19	60007.70100.51302	356.50
<u>0193</u>	DELL COMPUTER				27,436.00
APBWEST	Check	10334093927	DELL SERVERS	60003.30000.56010	27,436.00
<u>1584</u>	DENRAM PRODUCTS CORP				523.68
APBWEST	Check	18629	PRINTING SUPPLIES	10000.40000.53102	261.84
		18630	PRINTING SUPPLIES	10000.40000.53102	261.84

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
VEN03180	DICKS AUTO SUPPLY				307.97
APBWEST	Check	173312	VEHICLE MAINTENANCE	60000.83100.53208	229.62
		173612	VEHICLE MAINTENANCE	60000.83100.53208	59.09
		173619	VEHICLE MAINTENANCE	60000.83100.53208	19.26
VEN02997	DYNAMIC BUILDING MAINT INC				2,919.00
APBWEST	Check	28	FY 19/20 Monthly Janitorial Services AUG 2019	60001.83200.52200	2,919.00
1455	FIRST TRANSIT INC				12,337.92
APBWEST	Check	11612857	FY 19/20 Dial A Ride Services AUG 2019	37004.80000.52203	12,337.92
VEN01613	GANAHL LUMBER COMPANY				154.26
APBWEST	Check	141227706	SMALL TOOLS	60000.83100.53205	121.22
		141228392	SMALL TOOLS	60000.83100.53205	26.99
		141229230	SMALL TOOLS	60000.83100.53205	32.05
		CM141230785	CM SMALL TOOLS	60000.83100.53205	-26.00
1639	GMS ELEVATOR SERVICES INC				87.50
APBWEST	Check	98102	FY 19/20 Elevator Maintenance AUG 2019	60001.83200.52200	87.50
1359	HIRERIGHT, LLC				139.03
APBWEST	Check	H0170656	BACKGROUND SCREENING	60007.70101.52100	139.03
0937	INTERSTATE BATTERY SYSTEM OF				542.93
APBWEST	Check	50147009	VEHICLE MAINTENANCE	60000.83100.53208	542.93
0913	IRWINDALE INDUSTRIAL CLINIC				1,950.00
APBWEST	Check	2130-913702	PRE-EMPLOYMENT PHYSICAL	60007.70100.52106	50.00
				60007.70101.52106	1,900.00
1454	JDS TANK TESTING & REPAIR INC				140.00
APBWEST	Check	13693	DESIGNATED OPERATOR SEPT 2019	60000.83100.55001	140.00
1044	JESSE TORIBIO				178.25
APBWEST	Check	INV025466	RETIREE HEALTH INS. OCT'19	60007.70100.51302	178.25
1156	JOHN FORD				249.55
APBWEST	Check	INV025465	RETIREE HEALTH INS. OCT'19	60007.70100.51302	249.55
0397	KEVORK TCHARKHOUTIAN				3,850.00
APBWEST	Check	2019-08D	FY 19/20 CITY ENGINEER SERVICES	10000.82000.52100	3,050.00
		2019-08R	FY19/20 CITY ENGINEER RETAINER	10000.82000.52100	800.00
0515	LANDSCAPE WAREHOUSE				491.01
APBWEST	Check	2605465	FY 19/20 Maintenance Supplies	10000.83300.53001	16.63
		2606267	FY 19/20 Maintenance Supplies	10000.83300.53001	21.74
		2606859	FY 19/20 Maintenance Supplies	10000.83300.53001	301.42
		2606864	FY 19/20 Maintenance Supplies	10000.83300.53001	22.04
		2606907	FY 19/20 Maintenance Supplies	10000.83300.53001	129.18
0277	LIEBERT CASSIDY WHITMORE				172.00
APBWEST	Check	INV025480	EMPLOYEE TRAINING	60007.70100.52205	172.00
VEN01660	LISA VOLPE				285.20
APBWEST	Check	INV025464	RETIREE HEALTH INS. OCT'19	60007.70100.51302	285.20
03255	LRM ASSOCIATES INC.				3,131.25
APBWEST	Check	1035	KERSTING COURT PROJECT	37010.85000.56002	3,131.25
1690	MERCHANTS LANDSCAPE SVC INC				12,000.00
APBWEST	Check	54606	FY 19/20 Landscape Services AUG 2019	10000.81201.52200	114.64
				10000.83300.52200	6,052.73
				32002.83000.52200	834.54
				32008.83000.52200	1,329.77
				60001.83200.52200	3,668.32
0786	OFFICE DEPOT, INC				774.77
APBWEST	Check	368233748001	OFFICE SUPPLIES	10000.83500.53100	153.87
				60002.30000.53100	278.15
				71000.81100.53100	159.15
		368253022001	OFFICE SUPPLIES	60002.30000.53100	2.14
		368253027001	OFFICE SUPPLIES	71000.81100.53100	5.25
		368253028001	OFFICE SUPPLIES	71000.81100.53100	20.79
		368274014001	FY 19-20 OFFICE DEPOT	10000.50000.53100	101.43
		373546073001	FY 19-20 OFFICE DEPOT	10000.50000.53100	66.55
		373773898001	REFUND RETURNED ITEMS	60002.30000.53100	-12.56
0323	PASADENA HUMANE SOCIETY				2,538.60
APBWEST	Check	SEP2019CtySM	FY 19-20 BPO- ANIMAL CONTROL SERVICE SEPT	10000.50000.52004	2,538.60

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
<u>VEN01558</u>	PAT'S TIRE SERVICE				25.00
APBWEST	Check	42163	TIRE REPAIR	60000.83100.53208	25.00
<u>0124</u>	PATTON SALES CORP.				76.65
APBWEST	Check	3805821	STREET MAINTENANCE	10000.83500.53206	76.65
<u>0332</u>	PETTY CASH FUND-ADMIN				155.65
APBWEST	Check	INV025469	CL SENIOR CELEBRATION	37006.72000.53999	29.98
		INV025470	RG SENIOR EXCURSION DRIVERS TIP	10000.79003.52999	70.00
		INV025471	RG SENIOR EXCURSION DRIVERS TIP	10000.79003.52999	35.00
		INV025472	AM REFUND/UUT	10000.00000.42003	8.17
		INV025473	RV DELIVERY SVC POST TEST RESULTS	60007.70100.53101	12.50
<u>VEN02937</u>	RCI IMAGE SYSTEMS				597.87
APBWEST	Check	76200	FY 19/20 Document Scanning and Archive Servic	10000.40000.52200	435.60
		76249	FY 19/20 Document Scanning and Archive Servic	10000.40000.52200	102.55
		76250	FY 19/20 Document Scanning and Archive Servic	10000.40000.52200	59.72
<u>1485</u>	RED SUPPLY INC				100.83
APBWEST	Check	75517	MAINTENANCE SUPPLIES	60001.83200.53200	100.83
<u>0346</u>	RED WING SHOES				1,135.59
APBWEST	Check	989-1-17036	FY 19/20 SAFETY BOOTS	60001.83200.53303	131.17
		989-1-17428	FY 19/20 SAFETY BOOTS	60001.83200.53303	203.98
		989-1-17484	FY 19/20 SAFETY BOOTS	60001.83200.53303	203.98
		989-1-17485	FY 19/20 SAFETY BOOTS	60001.83200.53303	203.98
		989-1-17486	FY 19/20 SAFETY BOOTS	60001.83200.53303	203.98
		989-1-17791	FY 19/20 SAFETY BOOTS	60001.83200.53303	188.50
<u>0552</u>	RKA CONSULTING GROUP				140.00
APBWEST	Check	29104	FY 18-19 Street Improvement prjt design JULY 1	38012.83500.56010	140.00
<u>1113</u>	RUBEN ENRIQUEZ				356.50
APBWEST	Check	INV025467	RETIREE HEALTH INS. OCT'19	60007.70100.51302	356.50
<u>0352</u>	SAN GAB VALLEY COUNCIL OF GOVERNMENTS				9,574.49
APBWEST	Check	5025	FY19/20 SGVCOG ANNUAL MEMBERSHIP	37004.80000.53409	1,627.66
				37009.80000.53409	2,106.39
				60002.30000.53409	5,840.44
<u>0498</u>	SIMON EQUIPMENT CO INC				71.29
APBWEST	Check	106818	MAINTENANCE SUPPLIES	60001.83200.53200	71.29
<u>0378</u>	SMART & FINAL				478.47
APBWEST	Check	3056650050194	RS SENIOR ACTIVITY	37006.72000.53999	92.99
		3056650055340	RS STAFF APPRECIATION DAY	60007.70100.53403	32.11
		3056650058354	MH STAFF APPRECIATION DAY	60007.70100.53403	353.37
<u>VEN03199</u>	SO CAL MAILING SERVICES				1,113.53
APBWEST	Check	62808	FY19-20 BPO- MAILING AND WATER BILLING	71000.32000.53101	1,113.53
<u>0381</u>	SOUTHEAST CONSTRUCTION PRODUCT				104.58
APBWEST	Check	1908-271347	STREET MAINTENANCE	10000.83500.53206	104.58
<u>2016</u>	STEVE POCK				356.50
APBWEST	Check	INV025463	RETIREE HEALTH INS. OCT'19	60007.70100.51302	356.50
<u>VEN02863</u>	THE COUNSELING TEAM INTERNATIONAL				1,500.00
APBWEST	Check	73140	PSYCH SCREENINGS - PD	60007.70101.52100	600.00
		73164	PSYCHOLOGICAL ASSESSMENTS FD	60007.70101.52100	300.00
		73169	PSYCHOLOGICAL ASSESSMENTS FD	60007.70101.52100	300.00
		73182	PSYCHOLOGICAL ASSESSMENTS FD	60007.70101.52100	300.00
<u>VEN01116</u>	THE STANDARD INSURANCE				144.90
APBWEST	Check	INV025462	P/T EMPLOYEE EAP	10000.61000.51303	144.90
<u>VEN01194</u>	THORSON MOTOR CENTER				3.91
APBWEST	Check	361597	VEHICLE MAINTENANCE	60000.83100.53208	3.91
<u>VEN02639</u>	TURNOUT MAINTENANCE COMPANY				829.50
APBWEST	Check	21287	EQUIPMENT MANINTENANCE	10000.61000.52302	641.50
		21290	EQUIPMENT MAINTENANCE	10000.61000.52302	188.00
<u>1799</u>	TYLER TECHNOLOGIES INC				6,428.75
APBWEST	Check	025-263311	TYLER DDRS ANNUAL MAINTENANCE 8/1/19-7/:	60003.30000.52200	5,000.00
		025-264867	FY 18-19 BPO MONTHLY FEES JUNE 19	71000.32000.52200	1,143.00
				72000.32000.52200	285.75
<u>VEN02280</u>	VISTA PAINT CORP				90.95
APBWEST	Check	INV025482	PAINT SUPPLIES	60001.83200.56010	90.95

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
VEN02951	YOHTEK CORP				1,200.00
APBWEST	Check	YTK-2092	FY19-20 BPO - NETWORK INFRASTRUCTURE SUF 60003.30000.56010		600.00
		YTK-2095	FY19-20 BPO - NETWORK INFRASTRUCTURE SUF 60003.30000.56010		600.00
Report Total:					148,413.58



Packet: APPKT04751 - UB 09/24/19

Check Date: 09/17/2019

Vendor Set: 01 - Vendor Set 01

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
0129	AT&T				315.99
APBWEST	Check	INV025446	818 246-3783 591 4 SVC 8/23/19-9/22/19	10000.61000.55005	315.99
VEN02792	FRONTIER CALIFORNIA INC				6,609.87
APBWEST	Check	INV025453	209-151-5743-051199-5 SVC 04/28/19-07/27/19	10000.50000.55005	962.92
		INV025455	209-188-3757-030707-5 SVC 08/04/19-09/03/19	10000.50000.55005	1,928.39
		INV025456	626-355-0264-012498-5 SVC 08/04/19-09/03/19	60003.30000.55005	206.99
		INV025475	626-355-1414-092017-5 SVC 09/01/19-09/30/19	60003.30000.55005	1,330.92
		INV025476	209-188-3757-030707-5 SVC 09/04/19-10/03/19	10000.50000.55005	1,957.57
		INV025477	626-355-0264-012498-5 SVC 09/04/19-10/03/19	10000.50000.55005	223.08
0384	SOUTHERN CALIF. EDISON CO.				80,560.35
APBWEST	Check	INV025460	2-03-661-3305 SVC 08/02/19-09/03/19	60001.83200.55003	1,863.07
		INV025461	2-01-194-6423 SVC 07/01/19-09/01/19	32005.83500.55003	323.42
				32006.83000.55003	286.17
				32007.83000.55003	1,983.65
				38005.83500.55003	9,426.60
		INV025474	2-03-752-0756 SVC 08/07/19-09/06/19	32008.83000.55003	332.39
				38005.83500.55003	20.35
				60001.83200.55003	58,965.27
				71000.81100.55003	7,329.95
		INV025479	2-41-970-4713 SVC 08/07/19-09/06/19	60001.83200.55003	29.48
0216	THE GAS COMPANY				539.57
APBWEST	Check	INV025457	135 119 3500 2 SVC 07/09/19-08/07/19	60001.83200.55004	19.47
		INV025458	195 918 7100 9 SVC 08/06/19-09/05/19	60001.83200.55004	20.92
		INV025459	168 618 7700 5 SVC 08/06/19-09/05/19	60001.83200.55004	93.60
		INV025481	NATURAL FUEL	60001.83200.55004	405.58
1439	TIME WARNER CABLE				1,209.05
APBWEST	Check	0027467090119	FD CABLE SVCS 9/1/19-9/30/19	60003.30000.52200	63.49
		0131806091119	PD INTERNET CABLE SVCS 9/11/19-10/10/19	60003.30000.52200	447.43
		0179789082719	PD INTERNET SVCS 8/27/19-9/26/19	60003.30000.52200	298.17
		0192683082519	CL MODEM INTERNET SVC 8/25/19-9/24/19	60003.30000.52200	204.98
		0192691082519	RC MODEM INTERNET SVC 8/25/19-09/24/19	60003.30000.52200	194.98
Report Total:					89,234.83



Packet: APPKT04753 - LIB 09/24/19
Vendor Set: 01 - Vendor Set 01

Check Date: 09/17/2019

Vendor Number	Vendor Name				Vendor Total
Bank Code	Payment Type	Invoice #	Invoice Description	Account Number	Distribution Amount
0132	BAKER & TAYLOR, INC.				2,502.53
APBWEST	Check	2034737470	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	965.06
		2034737471	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	52.82
		2034740624	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	13.65
		2034740625	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	0.21
		2034741232	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	630.55
		2034741233	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	31.96
		4012602681	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.53406	309.58
		4012602682	BOOKS & REFERENCE, PROCESSING FEES & MED	10000.90000.52200	11.97
		H38400030	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	230.92
		H38529320	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	231.21
		H38529321	BOOKS & REFERENCE, PROCESSING FEES & MED	39006.90000.53406	24.60
VEN02614	BIBLIONIX LLC				5,305.00
APBWEST	Check	5612	Apollo Annual Contract Maint 8/18/19-8/17/20	10000.90000.52200	5,305.00
0598	DEMCO, INC.				129.18
APBWEST	Check	6657576	Library Supplies	10000.90000.53100	129.18
VEN02366	ONE WORLD RHYTHM				300.00
APBWEST	Check	EA9774-3726	LIBRARY EVENT	39006.90000.53999	300.00
1578	PETTY CASH FUND-LIBRARY				67.93
APBWEST	Check	INV025447	MT ADULT PROGRAM SUPPLIES	39006.90000.53999	27.79
		INV025448	DH MEEGAN'S RETIREMENT SUPPLIES	39006.90000.53999	24.19
		INV025449	DH MEEGAN'S RETIREMENT SUPPLIES	39006.90000.53999	15.95
1504	TEAMSFTWARE SOLUTIONS				125.00
APBWEST	Check	10674	WEB BROWSER RENEWAL	10000.90000.52200	125.00
Report Total:					8,429.64



City of Sierra Madre Agenda Report

John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

FROM: Jose Reynoso, Utilities Director

DATE: September 24, 2019

SUBJECT: **SAN GABRIEL VALLEY MUNICIPAL WATER DISTRICT 2018
WATER DELIVERY PAYMENT**

STAFF RECOMMENDATION

Staff recommends the City Council approve the expenditure of \$518,400 for 1,296 acre-feet of water delivered to the Sierra Madre Spreading Grounds for calendar year 2018.

ALTERNATIVES

1. As payment for 1,296 acre-feet of delivered water, the City Council may elect to transfer 2,592 acre feet of water stored in the Main Basin. The City currently has 2,970.74 acre-feet stored in the Main Basin.

SUMMARY

The San Gabriel Valley Municipal Water District bills the City of Sierra Madre for water delivered through the Metropolitan Water District (MET) connection on a calendar year basis. In late August the City received the attached letter stating water delivery from the District via the MET connection in calendar year 2018 was 1,296 acre-feet. The cost per acre-foot of water delivered through the MET connection is \$400 per acre-foot. The total cost for water delivered in calendar year 2018 is \$518,400.

ANALYSIS

The City's primary water source is groundwater from the East Raymond Basin. The City has adjudicated water rights to extract 1,764 acre feet annually from the basin. However, due to low groundwater levels the City is currently limited to an annual groundwater extraction of 940 acre feet annually. Annual water demand for the City of Sierra Madre is 2,300 acre-feet. The City uses water delivered through the MET connection to supplement and meet the City's annual water demand. On average the City must import 1,360 acre-feet per year to replenish groundwater extracted in excess of its adjudicated right.

FINANCIAL REVIEW/SOURCE OF FUNDING

The 2018-19 Budget includes an expenditure of \$500,000 for the purchase of imported water. The additional expenditure of \$18,400 shall be absorbed by the water fund.

ENVIRONMENTAL (CEQA)

N/A

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at City Hall, at the Sierra Madre Public Library, and can be accessed on the City's website at www.cityofsierramadre.com.

Attachments

Attachment 1: Letter from SGVMWD

Board Members:

Bruce H. Knoles
Mark R. Paulson
Steven T. Placido, DDS
Miles L. Prince
Thomas Wong

Darin J. Kasamoto
General Manager

Ed Hills
Assistant General Manager

August 26, 2019

Mr. Chris Cimino, Director of Public Works
City of Sierra Madre
232 W. Sierra Madre Blvd.
Sierra Madre, CA 91024

Re: MWD Sierra Madre Connection

Dear Chris:

Records indicate that in calendar year 2018, 1,296 acre-feet of water was delivered through the MWD SGV-01 connection to the City of Sierra Madre.

Per our agreement with MWD, the San Gabriel Valley Municipal Water District has returned 2,592 acre-feet (1,296 X 2) to MWD through a transfer in cyclic storage from the Main San Gabriel Basin Watermaster.

The City has the option of reimbursing SGVMWD \$518,400 (2,592 acre-feet X \$200/acre-foot) or transferring 2,592 acre-feet from the City's cyclic storage to SGVMWD Main San Gabriel Basin cyclic storage account.

If you have any questions please do not hesitate to call me.

Very truly yours,



Darin J. Kasamoto
General Manager

DK: le

Cc: Jose Reynoso



City of Sierra Madre Agenda Report

John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

FROM: Chris Cimino, Director of Public Works

REVIEWED BY: Gabriel Engeland, City Manager

DATE: September 24, 2019

SUBJECT: **APPROVE AN RFP FOR THE FY 2019-20 STREET IMPROVEMENT PROJECT**

STAFF RECOMMENDATION

Staff recommends that the City Council approve the Request for Proposals for the 2019-20 Street Improvement Project and direct staff to solicit bids for Design.

ALTERNATIVES

Council can approve the RFP for soliciting bids from licensed engineering firms for design of plans and specifications for the 2019-20 Street Improvement Project.

Council can direct staff to add/remove streets they deem necessary to include/exclude for the 2019-20 Street Improvement project.

SUMMARY

Staff prepared a RFP for the design of the 2019-20 Street Improvement Project and it is ready for soliciting bids. The bids will be advertised for a minimum of thirty days with a due date of around November 1, 2019. Council will then be asked to approve a firm for the design of the project. The project will be designed and ready for construction bids in early 2020 and it is anticipated the construction will be completed by the end of the fiscal year June 2020.

ANALYSIS

Staff has identified the following streets for the FY 2019-20 street improvement project:

Street	Limits	Recommended Treatment	Year Construction	Estimated Useful Life
Auburn Ave.	Sierra Madre Blvd. – Grandview	Chip Seal	19/20	10 years
Highland Ave.	Auburn – Canon	Chip Seal	19/20	10 years
Grandview Ave.	Baldwin to Canon Dr.	Chip Seal	19/20	10 years
Santa Anita Ct.	Oak Meadow – Mt. Trail	Grind & cap	19/20	20 years
Oak Meadow	Cul-de-sac	Grind & cap	19/20	20 years
South Canon	Cul-de-sac	Grind & cap	19/20	20 years
Acacia St.	Foothill to Valle Vista	Chip Seal	19/20	10 years
Valle Vista	Acacia-Acacia	Chip Seal	19/20	10 years

Staff will also explore the slurry seal process on a number of streets. The slurry seal process will apply fresh oil to extend the life of the existing asphalt. Funding will dictate the amount of streets and where it will make the most sense.

FINANCIAL REVIEW/SOURCE OF FUNDING

Project funding shall be from the city's SB1, Measure R, Measure M, Proposition C, funds and the City's General Fund CIP.

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at the City Hall public counter, at the Sierra Madre Public Library, and can be accessed on the City's website at www.cityofsierramadre.com.



City of Sierra Madre

Public Works Department

232 West Sierra Madre Boulevard

Sierra Madre, CA 91024

Phone 626.355.7135 Fax 626.355.2251

September 25, 2019

To Whom it may concern:

Subject: Request for Proposal (RFP) for Engineering Design Services for FY 2019-20 Street Improvement Project

The City of Sierra Madre (City) is seeking proposals from Professional civil engineering firms experienced in design of roadway improvements.

Submission Deadlines:

In order for your qualifications to be considered, this office must receive one hard copy (1 unbound) and one digital copy of your proposal before 2:00 p.m. on October 10, 2019. Proposals received after the deadline will not be considered.

Proposals shall be submitted to:

City of Sierra Madre
Office of the City Clerk
Attention: Laura Agular, Deputy City Clerk
232 West Sierra Madre Blvd.
Sierra Madre, CA 91024

The outside of the submittal package shall be clearly marked as "Proposal for Engineering Design Services for FY 2019-20 Street Improvement Project". Submission of a proposal shall constitute acknowledgement and acceptance of all terms and conditions contained in this RFP and all exhibits and attachments hereto.

The street segments to be included in the design effort as follows:

Santa Anita Court (green on city map)

The limit for this work on this street is 1- Block section, from Mt. Trail Avenue to Holdman Avenue. The total length of the roadway is approximately 1070 feet and its width is 30 feet. Pavement rehab treatment is envisioned to include grind 1.5" and cap overlay. Sidewalk and minor curb and gutter replacements may be required.

Santa Anita Ct.; Mt. Trail Ave. to Holdman Ave. 1050 feet X 30 feet. PCI = 79

Oak Meadow Place (red on city map)

The limit for this work on this street is a cul-de-sac section, from Santa Anita Court. The total length of the roadway is approximately 130 feet and its width is 32 feet. Pavement rehab treatment is envisioned to include grind 1.5”and cap overlay. Minor curb and gutter replacements may be required.

Oak Meadow Pl.; Santa Anita Ct. 130 feet X 32 feet

PCI = 33

South Canon Place (orange on city map)

The limit for this work on this street is a cul-de-sac section, from Santa Anita Court. The total length of the roadway is approximately 100 feet and its width is 32 feet. Pavement rehab treatment is envisioned to include grind 1.5”and cap overlay. Minor curb and gutter replacements may be required.

South Canon Pl.; Santa Anita Ct. 100 feet X 32 feet

PCI = 12

Auburn Avenue (pink on city map)

The limit for this work on this street is 4- Block section, from Sierra Madre Blvd. to Grandview Avenue. The total length of the roadway is approximately 1,900 feet and its width is 40 feet. Pavement rehab treatment is envisioned to include a grind 1.5”and cap overlay, crack and chip seal. Sidewalk and minor curb and gutter replacements may be required.

Auburn Ave., Sierra Madre Blvd. to Grandview Ave. 1,900 feet X 40 feet PCI = 61-75

West/East Highland Avenue (blue on city map)

The limit for this work on this street is 3- Block section, from Auburn Ave. to Canon Drive. The total length of the roadway is approximately 3000 feet and its width is 35 feet. Pavement rehab treatment is envisioned to include grind 1.5”and cap overlay and crack and chip seal. Sidewalk and minor curb and gutter replacements may be required.

Highland Ave., Auburn Ave. to Canon Dr. 3000 feet X 35 feet

PCI = 66-69

East Grand View Avenue (purple on city map)

The limit for this work on this street is 3- Block section, from Baldwin Ave. to Canon Dr. The total length of the roadway is approximately 3200 feet and its width is 35 feet. Pavement rehab treatment is envisioned to include grind 1.5”and cap overlay and crack and chip seal. Sidewalk and minor curb and gutter replacements may be required.

East Grand View Ave., Baldwin Ave. to Canon Dr. 3200 feet X 35 feet PCI = 43-65

Acacia Street (blue on city map)

The limit for this work on this street is 1- Block section, from Foothill Ave. to Valle Vista Dr. The total length of the roadway is approximately 1200 feet and its width is 35 feet. Pavement rehab treatment is envisioned to include crack and chip seal with a few dig outs. Minor curb and gutter replacements may be required.

Acacia St, Valle Vista Dr. to Foothill Ave. 3000 feet X 35 feet

PCI = 33

Valle Vista Drive (purple on city map)

The limit for this work on this street is 1- Block section, from Acacia St. to Acacia St. The total length of the roadway is approximately 1000 feet and its width is 35 feet. Pavement rehab treatment is envisioned to include crack and chip seal. Minor curb and gutter replacements may be required.

Valle Vista Dr., Acacia St. to Acacia St. 1000 feet X 35 feet

PCI = 24

Scope of Work

The scope of work that consultants will include as a minimum in their proposal shall consist of, but not be limited to the following tasks. The proposers are encouraged to add to these tasks as they deem necessary.

- A. Utility research of all existing infrastructure including franchise utilities
- B. Research of any as-built drawings, benchmarks, centerline ties, other survey record data.
- C. Pothole for existing pavement sections and subterranean conditions to confirm recommended pavement sections.
- D. Consultant shall at least determine the crown of the existing street, if there are no record plans available, and recommend to the Contractor to keep the same profile or lower the crown.
- E. Consultant to place a clause that all centerline monuments and tie to be restored after construction is completed.
- F. Three project meetings with staff. The meetings shall be as follows: Kickoff meeting for overall coordination and establishing of general guidelines; Second meeting at the 60% level of completion of the drawings, specs, and estimates; Third meeting at the 85% level on completion of the drawings.
- G. Preparation of construction Plans.
 - a. Cover sheet
 - b. Street Improvement Plans
 - c. Typical Sections
 - d. Construction Details
- H. Preparation of Project Specifications using City Boilerplate.
- I. Preparation of Engineer's Estimate.
- J. Construction Engineering Support Services (estimate 30 hours).

Deliverables

- A. 2 sets of hard copies of interim plans, specifications and cost estimate at 60% and 85%.
- B. Copy of utility research documents (as-built plans).
- C. Final drawings
 - 1 set of stamped and signed mylars
 - 3 sets of hard copies
 - Electronic files in Autocad format
 - Copies of all plans in PDF format

- D. Project specifications plus electronic copy.
- E. Engineer's Estimate plus electronic copy.

Project Schedule

The following is a list of tentative project milestones that the consultant will be expected to meet.

Milestone	Date
RFP Issued	09/25/19
Proposals Due	10/10/19
Award of Contract	10/22/19
Kickoff Meeting	10/24/19
60% submittal	12/05/20
85% submittal	12/19/20
100% submittal	01/21/20
Bid Advertisement	02/13/20
Award Construction	03/24/20

Proposal Requirements

1. Background: Provide a description of your firm's background and project qualifications.
2. Firm's Esperance and References: Provide a list of similar projects, clients and references that your firm has completed work for in the past 5 years.
3. Staffs' Experiences: Provide resumes describing the qualifications of the staff that will be working on this project. Provide a list of similar project and clients that your proposed Project Manager and Project Engineer have completed work for in the past 5 years.
4. Sub-consultants' Experience: Provide a list of all proposed sub consultants, their background and qualifications, and degree of involvement.
5. Project Understanding: Provide a brief statement of your firm's project understanding and a list of the project's critical element(s).
6. Fee Proposal in a separate sealed envelope for the tasks involved, broken down per project and per task and hours for a total not to exceed fee. Also include a schedule of current hourly rates for applicable personnel.
7. A detailed work plan to include at minimum a description of project approach, task, schedule, sub task and deliverables.
8. A statement that the firm accepts all the terms and conditions outlined in the City's standard consultant services agreement, and can meet all insurance requirements made part of the agreement.

Evaluation Criteria

All proposals will be reviewed by the City to determine whether they meet the essential requirements outlined in the RFP. Evaluations of the proposals will be based on the firm's qualifications, project understanding, and price, past experience, work plan, and schedule. A copy of the City's standards Professional Services Agreement is attached for your information. Should you have any questions, please contact Chris Cimino, Director of Public Works at (626)355-6615.

Enclosed:

- Project location Map
- Standard Professional Services Agreement



City of Sierra Madre Agenda Report

John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

FROM: Miguel Hernandez, Human Resources Manager

Gabriel Engeland, City Manager

DATE: September 24, 2019

**SUBJECT: CONSIDERATION OF ADOPTING RESOLUTION 19-52
AMENDING THE TERMS AND CONDITIONS OF EMPLOYMENT
FOR FULL-TIME FIRE DEPARTMENT EMPLOYEES**

STAFF RECOMMENDATION

Staff recommends the Council adopt Resolution 19-52 amending the Terms and Conditions of Employment for full-time fire department employees.

SUMMARY

In October 2014, City Council adopted Resolution 14-73 approving the Terms and Conditions of Employment for full-time fire department employees. The implementation of the Terms and Conditions of Employment provided specific terms that set forth the wages, hours, and/or other items and conditions of employment for the unrepresented full-time hourly employees in the Fire Department.

ANALYSIS

On June 13, 2019, the City of Sierra Madre officially recognized the Sierra Madre Professional Firefighters Association (SMPFA) as a designated bargaining unit. Since the inception of the SMPFA, the City has not entered into full negotiations for establishing an official memorandum of understanding (MOU). However, upon having met and conferred on August 12, 2019, SMPFA proposed changing the current FLSA work schedule from a 212 hours in a 28-day work period to a 182 hours in a 24-day work period. The shift change would bring the Fire Department schedule more in line with surrounding agencies which work a 48/96 work schedule.

Currently, full-time fire personnel work a 28-day work period and under section 7(k) of the Fair Labor Standards Act (FLSA) overtime hours are paid over 212 hours worked in a 28-day cycle. Under the proposed 48/96 work schedule, full-time fire personnel will work a 24-day work period and per FLSA 7(k) exemption, overtime hours are paid over 182 hours in a 24-day cycle. Moving towards a 24-day FLSA work period allows for more effective alignment of the 48/96 work schedule to the FLSA work period, thereby reducing inefficiencies in the payroll process and inadvertent additional FLSA overtime due to misalignment of the work schedule to the FLSA work period because of the unique features of the 48/96 work schedule.

The proposed shift change will have an effective date of September 1, 2019, and the agreement will be appropriately incorporated into the anticipated Memorandum of Understanding between the City and the Association.

Staff is recommending the City Council approve Resolution 19-52 amending Article 6 of the Terms and Conditions of Employment for full-time Fire Department employees.

FINANCIAL REVIEW/SOURCE OF FUNDING

For Fiscal Year 2019/2020, the Fire Department budgeted overtime hours. The proposed schedule change will not impact the adopted 2019/2020 Fiscal Year budget.

ENVIRONMENTAL (CEQA)

N/A

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at City Hall, at the Sierra Madre Public Library, and can be accessed on the City's website at www.cityofsierramadre.com.

Attachments

Attachment A : Resolution 19-52 amending Article 6 of the Terms and Conditions of Employment for full-time Fire Department employees

Attachment B: Amended Terms and Conditions of Employment for full-time fire department employees

RESOLUTION NO. 19-52

**ADOPTING TERMS AND CONDITIONS
OF EMPLOYMENT FOR FULL-TIME FIRE EMPLOYEES**

WHEREAS, all City employees are governed by the Personnel Rules and Regulations; and

WHEREAS, some groups of employees have Memorandum of Understandings or Terms and Conditions of Employment that cover wages, hours, and working conditions that either differ from or are not covered in the Personnel Rules and Regulations; and

WHEREAS, fire personnel's hours and working conditions differ from miscellaneous and police employees;

WHEREAS, the Terms of Conditions of Employment for Full-time Fire Employees was adopted in September 24, 2019; and

WHEREAS, the City Council wishes to amend the Terms and Conditions of Employment for Full-time Fire Department Employees;

WHEREAS, changes include memorializing previously adopted changes to amend the current shifts, Article 6; updates to memorialization changes to the shifts, Article 6; and

NOW, THEREFORE, BE IT RESOLVED

SECTION 1. That the Terms and Conditions of Employment for Fire Employees be and the same are hereby amended as per the Personnel Rules and Regulations attached hereto and made a part thereof.

SECTION 2. That the Clerk be and hereby is instructed to record this Resolution in the appropriate record book.

SECTION 3. Effective Date. This Resolution shall go into effect on the first day of September, 2019.

Approved and Adopted on the 24th day of September 2019.

Mayor, City of Sierra Madre, CA

I, the undersigned, hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the City of Sierra Madre City Council on the 24th day of September, 2019 by the Sierra Madre City Council following a roll call vote:

Ayes

Noes

Absent

Abstain

City Clerk, City of Sierra Madre, CA

CITY OF SIERRA MADRE

Terms & Conditions of Employment

For Full-time Fire Department Employees

Adopted by Resolution 19-52

Effective September 1, 2019

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Article 1 PREAMBLE

It is the intent and purpose of these Terms and Conditions of Employment to set forth the wages, hours and/or other items and conditions of employment for the unrepresented full-time employees, excluding the Fire Chief, Assistant Chief, or Battalion Chiefs, of the Fire Department ("employees") and the City of Sierra Madre ("City"), in accordance with Chapter 2.48 of the Sierra Madre Municipal Code.

Article 2 MANAGEMENT RIGHTS

The rights of the City include and are not limited to all rights provided under State law, and the exclusive right to determine the mission of its constituent departments, commissions and boards; set standards and levels of service; determine the procedures and standards of selection for employment and promotion; direct its employees; take disciplinary action; relieve its employees from duty because of lack of work or for other legitimate reasons; maintain the efficiency of governmental operations; determine the methods, means and personnel by which government operations are to be conducted; determine the content of job classifications; determine style and/or types of City-issued wearing apparel, equipment or technology used; establish and enforce dress and grooming standards; assign work to and schedule employees in accordance with requirements as determined by the City; establish and change work schedules and assignments as necessary; and exercise complete discretion over its organization and the technology of performing its work.

Article 3 PUBLIC EMPLOYEES RETIREMENT SYSTEM

Section 1 CalPERS Membership

Consistent with the Government Code, employees who are local safety or miscellaneous members of the California Public Employees Retirement System are entitled to the benefits as indicated in the most recent amendment to the contract between the Board of Administration of CalPERS and the City Council.

Section 2 Salary Subject to PERS

The City will include the employer paid member contribution to CalPERS (EPMC) as "salary subject to PERS". The City will follow "CalPERS Public Agency & Schools Procedures Manual" as it pertains to "reportable and unreportable wages". Total hours reported will not exceed 212 in a 28 day FLSA work period.

Section 3 City Payment of Employer Contribution for CalPERS Retirement

The City shall pay the employer share of the CalPERS retirement contribution as actuarially determined by CalPERS for each fiscal year covered by the Agreement. For classic members, as defined in Section 4 of this Article, the retirement benefit is 3% at 55. For new members, as defined in Section 4 of this Article, the retirement benefit is 2.7% @ 57.

Section 4 Employee Contribution for CalPERS Retirement

Classic member employees shall pay the full statutorily required amount of the employee contribution to CalPERS for classic members, which is currently 8% for miscellaneous employees. Classic members are those members who do not qualify as new members under Government Code section 7522.04.

Pursuant to the Public Employees' Pension Reform Act of 2013, new member employees shall pay 50% of the normal cost rate for the defined benefit plan in which the new member employee is enrolled, rounded to the nearest quarter of 1%. (Government Code section 7522.30.) New members are defined under Government Code section 7522.04.

Article 4 INSURANCE

Section 1 Employee Insurance

The City shall maintain the following overall level of insurance benefits for each employee covered by these Terms and Conditions of Employment. The specific coverage is subject to the provisions of the individual insurance company's master contract(s) as issued to the City of Sierra Madre for each type of insurance.

Insurance Benefits offered by the City include:

- Health Insurance
- Dental Insurance
- Vision Insurance
- Life and Accidental Death Insurance (\$50,000 coverage for the employee only)

The City has participated in the CalPERS medical program since 1999 to provide health coverage for members covered under these Terms and Conditions of Employment. Pursuant to Government Code Section 22892 of the Public Employees' Medical and Hospital Care Act (PEMHCA), for the calendar year beginning January 2014, the City will contribute \$89.25 for each member towards the PERS Health Care Plan. This amount is adjusted annually.

The City will contribute an amount over its contribution under PEMHCA (which is \$89.25 per month for the calendar year beginning January 2014). The total contribution, including the City's contribution under PEMHCA, shall be up to \$650 per month for health, dental and vision insurance coverage, plus 25% of premiums in excess of \$650 per month, through an IRS Section 125 Flexible Benefit Plan (FBP) administered by either the City or its designee.

An employees who elects not to purchase medical, dental, and vision insurance through the City's plan and is covered by another group insurance plan, will receive a medical stipend of \$325 per month.

All insurance benefits offered by the City are subject to COBRA upon an employee's resignation, retirement or other COBRA defined event. Additional insurances are available through payroll deduction.

Section 2 Retiree Medical Insurance

The City has participated in the CalPERS medical program since 1999 for members covered under these Terms and Conditions of Employment. As such, the City is obligated to contribute toward the cost of retiree medical coverage for the retiree's and spouse's lifetime so long as they remain eligible for and covered by this medical program. The City provides additional benefits based on these Terms and Conditions beyond those required under PEMHCA.

All members who retire from the City (including disability retirement) and continue coverage in the CalPERS medical program are eligible for the benefit provided in the PEMHCA resolutions. Those resolutions provide for the City to contribute toward retiree premiums at an equal amount to the active employees, for 2014 this amount is \$89.25. Additionally, an employee will be extended "employee only" health insurance coverage for the lowest cost plan available from the City at the time of retirement until age 65. An employee must be a minimum of age 60 on the effective date of retirement and have worked 30 years of full-time service with the City to be eligible for this coverage.

Dependent health insurance coverage may be extended by co-payment by the employee. Premiums for dependent co-payment must be submitted monthly in advance prior to the 15th of each month. The employer portion of dependent co-pay coverage will terminate at age 65 or five years after the employee's death, whichever occurs first or within the guidelines of COBRA; these benefits do not preclude a member or dependent's membership in PEMCHA.

Article 5 SENIORITY

Seniority shall be determined based on: 1) rank, and 2) within a rank, the length of uninterrupted full-time service as an employee or volunteer in the services of the City. Seniority shall be utilized in scheduling shifts and will be used for allocating time off.

Article 6 SHIFTS

All Association fire suppression personnel, excluding management and/or personnel assigned to a 40-hour work week, shall commence working a 48/96 work schedule. Employees will generally work eight (8), twenty-four (24) hour rotating shifts in a 24-day work period. An employee's regular work week will generally consist 56 hours per week or 2756 hours per year; all hours over 182 in the 24-day work period will be compensated according to the FLSA.

Section 1 Shift Exchanges

Employees may voluntarily trade shifts among themselves within the 24-day FLSA work period. The Chief or his/her designee must approve the shift trade in writing. The Chief or his/her designee establishes the employees' schedules to meet the needs of the Department and therefore, shift trading is exclusively for the employees' convenience. A shift trade under this section results in one (1) employee working the shift of another employee or a portion thereof.

The employee working the extra shift will receive no overtime compensation for doing so, nor will the hours be counted toward FLSA overtime.

Section 2 Work Day

A work day shall include "roll call," two 15 minute rest periods and three 30 minute meal breaks; all on a paid status, but subject to recall.

Section 3 Work Period

Employees' work period shall constitute 24 calendar days per the 7(k) exemption of the Fair Labor Standards Act.

Section 4 Pay Period

A pay period shall constitute 14 calendar days. All Fair Labor Standards Act (FLSA) overtime will be paid on every other pay period.

Article 7 OVERTIME

The Fire Chief may require employees in the Fire Department to work at any other time other than during regular working hours until such work is accomplished. Employees working a special detail, including but not limited to movie detail, strike team, or special events, will be paid their hourly rate until such time that an employee works more than 182 hours in a 24-day work period.

Overtime shall be paid in accordance with the Federal Fair Labor Standards Act ("Act") and specifically in accordance with the partial overtime exemption of Section 7(k) of the Act. In determining an employee's eligibility for overtime compensation in a work period, paid leaves of absence and unpaid leaves of absence shall be excluded from the total hours worked. Paid leaves of absence include, but are not limited to, the following:

- Vacation Leave
- Holiday Leave
- Sick Leave
- Administrative Leave
- Compensatory Leave
- Worker's Compensation Leave
- 4850 Time
- Jury Duty
- Bereavement Leave
- Military Leave

Overtime will be paid at a rate of one and one half after an employee has worked 182 hours in a 24-day work period.

Article 8 ADDITIONAL COMPENSATION

Section 1 Good Driving Incentive

Employees required to obtain and maintain a valid Class B License will receive \$350 at the end of each calendar year, so long as the employee has not been involved in any preventable driving accidents.

Article 9 LEAVES

Section 1 Holiday Leave

On July 1 of each year, or prorated thereto, each employee will be granted 104 hours of Holiday Leave. A *Request for Leave of Absence* form shall be submitted fifteen working days prior to any use of holiday leave. The balance of any Holiday Leave will be automatically cashed out at the employee’s regular hourly rate on June 30th on the regular paycheck for that pay period. This leave may not be cashed out at any other time during the fiscal year.

Section 2 Sick Leave Accrual

Employees shall accrue 4.88 hours of sick leave per pay period for a total of 127 hours per year. Sick leave may be accrued to a maximum of 2,000 hours. Employee shall have no financial claim to reimbursement for unused sick leave upon leaving City employment, except as follows:

- Employees who voluntarily resign after completion of five years of continuous service shall receive 50% of any unused sick leave. Such compensation shall be calculated based on the employee’s existing range and step at the time of resignation. No employee shall receive compensation for more than 1000 hours.
- Employees, upon retirement from the City’s service and after completion of five years of continuous service, shall receive 50% of any unused sick leave. Such compensation shall be calculated based on the employee’s existing range and step at the time of retirement. No employee shall receive compensation for more than 1000 hours.

Section 3 Vacation Leave Accrual

Every full-time probationary and regular employee shall accrue paid vacation leave per payroll period as follows:

<u>Length of Service</u>	<u>Service Years</u>	<u>Per Payroll</u>	<u>Annually</u>
0 - 48 months	1 – 4	4.88 hours	126.78 hours
49 - 60 months	5	5.12 hours	133.12 hours
61 - 72 months	6	5.38 hours	139.78 hours
73 - 84 months	7	5.65 hours	146.76 hours
85 - 96 months	8	5.93 hours	154.10 hours
97 - 108 months	9	6.23 hours	161.81 hours
109 - 120 months	10	6.54 hours	169.70 hours
121 month & above	11 & over	6.78 hours	176.28 hours

Vacation shall accrue bi-weekly on a pro rata basis and increases shall occur at the beginning of the month.

Article 10 LIGHT DUTY

At the discretion of the Department, a limited number of temporary light duty positions may be identified. The Department may assign employees injured on duty to light duty positions. The Department has the discretion to consider approving requests that involve off-duty injuries for light duty positions; however, on-duty or industrial injuries will take precedence.

Light duty assignments will be limited to 90 calendar days. The Personnel Officer may approve a one-time extension of that time frame where circumstances warrant. If an extension is granted, it does not create a permanent light duty position, but is intended solely to reasonably accommodate an employee on a temporary basis.

If the Chief determines that the department is unable to accommodate the restrictions, the employee will be subject to the City's Transitional Return to Work Policy.

Article 11 OUTSIDE EMPLOYMENT

No full-time employee shall engage in any outside employment without first obtaining permission of the Chief prior to the commencement of employment. Once permission is granted, the employee must again request permission annually on January 1st of each year. The request for outside employment must be done in writing and it must be completed for any outside employment regardless of length or classification of employment. The Chief may deny permission to an employee to engage in any outside employment which is incompatible with City employment as described in Government Code section 1126 or if the Chief determines that the outside employment would render the employee incapable of, or less effective in performing his/her duties as an employee of the City. Failure of any employee to obtain prior written approval of the Chief is grounds for discipline, up to and including termination.

Article 12 GRIEVANCE PROCEDURE

A grievance is an alleged violation of these Terms & Conditions of Employment or a written City policy, and excludes any discipline or proposed discipline. The goal of this procedure is to make every reasonable effort to resolve complaints as near as possible to the point of origin.

Section 1 Informal Grievance Procedure

The grievant and the City's representative shall make every effort to resolve the grievance at the lowest level of supervision. Thus, the grievant shall attempt to discuss the grievance with the immediate supervisor before resorting to the Formal Grievance Procedure. However, if the grievant is unable to resolve the grievance informally before the time period for filing a Formal Grievance expires (10 calendar days from the date the grievance arose), the grievant must proceed to the Formal Grievance Procedure in accordance with the time limits therein or he/she will have waived the right to proceed with the Formal Grievance Procedure.

Section 2 Formal Grievance Procedure

First Level of Review

The grievant shall present the formal grievance in writing to his/her supervisor within ten (10) calendar days from the alleged occurrence of the violation.

The written grievance shall contain the following information:

- Name of grievant and job title;
- Department/Section;
- Clear and concise statement of the nature of the grievance including the circumstances and dates involved;
- The specific provision(s) of the Terms and Conditions of Employment, Rules, or written policy alleged to have been violated;
- Requested remedy;
- Name of the grievant's representative, if any;
- Date and signature of the grievant.

The supervisor shall render a decision and comments in writing and return them to the grievant within ten (10) calendar days after receiving the written grievance. If the grievant does not agree with his/her supervisor's decision or if no answer has been received within the specified time period, the grievant may present the grievance in writing to the department head or his designee within five calendar days of the date the supervisor's decision is rendered or should have been rendered pursuant to the specified time period.

Second Level – Department Review

The department head or designee shall upon request discuss the grievance with the grievant, the grievant's representative if any, and with other appropriate persons. The department head or designee shall render a decision and comments in writing and return them to the grievant within ten (10) calendar days after receiving the formal written grievance or after the meeting with the grievant, whichever is later. If the grievant does not agree with the decision reached or if no answer has been received within the specified time period, the grievant may appeal the formal grievance to the next level of the grievance procedure. In order to do so, the grievant must submit the grievance to the Personnel Officer, along with a written request that the grievance be considered at the Third Level, within ten (10) calendar days of the date the department head's decision is rendered, or should have been rendered, pursuant to the specified time period.

Third Level – City Manager

If the grievance is submitted to the City Manager for review and settlement, the City Manager may elect the methods he/she considers appropriate for the study of the issues and shall render a written decision to the parties within fifteen (15) calendar days. The City Manager's decision shall be the final determination.

Section 3 General Provisions

The grievant is entitled to representation of his/her choice at any point in the grievance procedure.

Failure by the grievant to meet any of the specified time lines shall constitute a withdrawal and waiver of the grievance. Failure by the City to meet any of the specified time lines shall entitle the grievant to proceed to the next level of review.

Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level shall be considered as maximum, and every effort should be made to expedite the process. If the last day of the specified time period falls on the weekend or a City observed holiday, it shall be moved to the next working day. Otherwise, the time specified may be extended only by mutual written consent.

Probationary employees may not grieve a rejection from probation.

Employees shall be assured of freedom from reprisal and challenges to performance evaluations for using the grievance procedures.

The Personnel Office shall act as a central repository for all grievance records.

Any decision or finding involving an unbudgeted expenditure or budgetary actions, resolutions, and ordinances of the City Council, etc. must be submitted to the City Council for ratification before that decision can become final and binding.

Failure on the part of an employee or his representative to appear in any case without good cause shall result in forfeiture of the case and responsibility for payment for all associated costs by the employee.

Article 13 DISCIPLINARY ACTION

The City follows a system of progressive discipline when appropriate, but may impose discharge for a first offense if the situation warrants such action. Disciplinary action includes: written reprimand, suspension without pay, reduction in pay, demotion and discharge.

Section 1 Cause for Discipline

Regular employees may be counseled, admonished, reprimanded, suspended, demoted, discharged or incur a reduction in pay for, including but not limited to, any of the following causes for discipline:

- Dishonesty;
- Incompetence;
- Insubordination;
- Inefficiency;
- Disobedience
- Neglect of duty;
- Actions which adversely affect the safety of the employee or of others;
- Violation of City policy regarding employee drug and alcohol abuse;

- Unexcused or excessive absences, including tardiness;
- Abuse of sick leave;
- Working overtime without prior authorization;
- Violation of the rules, regulations or orders established by a supervisor, department or City Council;
- Conviction or commission of a crime which adversely affects employment;
- Discourtesy to the public or fellow employees;
- Misuse or abuse of City property or equipment;
- Substandard job performance;
- Willful disobedience or insubordination;
- Outside employment which conflicts with the employee's position and has not been specifically approved by the department head and Personnel Officer;
- Harassment of or retaliation against fellow employees;
- Falsification of any City report or record (including application form) or work time keeping records;
- Fraud in securing employment, or otherwise making a false statement on an application for employment;
- Violation of any City policy;
- Other acts which are incompatible with service to the public including, but not limited to, any conduct or behavior, either on or off duty, which causes discredit or would reasonably tend to cause discredit to fall upon the City, its officers, agents or departments.

Section 2 Imposition of Disciplinary Action

Disciplinary action may be imposed upon an employee as follows:

The Department Head shall serve a notice of intended disciplinary action upon the employee stating the disciplinary action that is being proposed, the charges upon which the proposed disciplinary action is based, and a general description of the facts and/or circumstances supporting the charges. The notice shall inform the employee that he or she may respond to the notice in writing and/or in person. Any written response must be submitted to the Department Head within five business days of receipt of the notice. If the employee wishes to respond to the notice in person, he/she must submit a written request for a meeting with the Department Head. The request must be submitted to the Department Head within five business days of receipt of the notice.

If a timely request is made by the employee, the Department Head shall conduct an informal meeting with the employee to permit the employee to respond to the notice. The employee is entitled to be represented at the meeting by an attorney or association representative. The meeting shall be conducted at a time and in the manner determined by the Department Head. The Department Head shall have the authority to impose, reject, or modify the proposed disciplinary action. If a timely request for a meeting is not made by the employee, the Department Head may immediately impose the proposed disciplinary action.

The Department Head shall give the employee written notice of his/her decision which shall, in the absence of an appeal, be considered final and conclusive. At this time the disciplinary action shall be imposed.

Section 3 Appeals

A permanent employee, against whom disciplinary action has been taken, may appeal to the City Manager within 10 business days after receiving a copy of the Department Head's decision and by filing a written answer to such decision with the Department Head. Appeal can be made on the following grounds:

- That the procedures set forth herein have not been followed.
- That the action taken was not in accord with the facts.

Upon receipt of a timely appeal, the Department Head shall advise the City Manager thereof and shall forward a copy of the statement of charges, the Department Head's notice of decision and the employee's answer to such decision. The City Manager shall give the appealing party written notice of the time and place of the hearing to be held before the City Manager upon such appeal. The hearing shall be limited to items which are disputed by the employee and contained within employee's written answer to the Department Head's decision. All items not disputed by the employee shall be deemed admitted by the employee for the purposes of the hearing.

Section 4 Hearing Procedure

Hearings shall be conducted in the manner most conducive to determination of the truth, and the City Manager shall not be bound by technical rules of evidence. Decisions made by the City Manager shall not be invalidated by any informality of the proceedings.

The formal rules of evidence shall not apply. All hearings shall be conducted in an orderly and expeditious manner with a view to the presentation of all material facts so that a fair and impartial decision may be made. The City Manager shall have full authority at all times to maintain orderly procedure and to restrict the hearing to facts and witnesses that are relevant to the appeal, and that are not unduly time consuming, cumulative, prejudicial, confusing or misleading.

Each side will be permitted an opening statement (Department Head or designee first) and closing arguments (Department Head or designee first, employee second, followed by rebuttal by Department Head or designee). The Department Head or designee shall first present the witnesses and evidence to sustain the charges. Then, the employee shall present his/her witnesses and evidence in defense. Each side will be allowed to examine and cross-examine witnesses. The hearing may be recorded by a certified shorthand reporter.

The City Manager shall have the authority to issue subpoenas to compel the attendance of witnesses. If any person in proceedings before the City Manager disobeys or resists any lawful order or fails to respond to a lawfully issued subpoena, refuses to take the oath or affirmation as a witness, or thereafter refuses to be examined, or is guilty of misconduct during the hearing or so near the hearing location as to obstruct the proceeding, the City Manager may, pursuant to

the authority of Government Code sections 11455.10 et seq., certify the facts to the Superior Court and request the Court to issue an order directing the person to appear before the Court to show cause why he or she should not be punished for contempt.

Each party may be represented by an attorney. Each party shall bear its own costs, including attorney fees, in connection with the proceeding.

In his/her discretion, the City Manager may designate a neutral hearing officer to conduct the hearing. The hearing officer shall have the same powers as the City Manager in conducting the hearing on behalf of the City Manager. The hearing officer shall render a recommended decision to the City Manager who shall set forth proposed findings of fact and conclusions of law in support of the recommended decision. The City Manager may adopt, modify, or reject the recommended decision. The City shall bear the costs of the neutral hearing officer.

The final decision by the City Manager shall be subject to judicial review under Code of Civil Procedure section 1094.5 within the time limits described in Code of Civil Procedure section 1094.6.

Article 14 SUPPLEMENTAL PROCEDURES FOR APPEAL BY FIREFIGHTERS OF PUNITIVE ACTION UNDER THE FIREFIGHTERS PROCEDURAL BILL OF RIGHTS ACT

The following appeals procedures were adopted pursuant to Government Code section 3254.5 of the Firefighters Procedural Bill of Rights Act (the Act) and shall apply to any administrative appeal of a punitive action that is required to be afforded to a firefighter under the Act. The procedures supplement any requirements of section 2.68 (Standard Appeal Procedure) of the City Municipal Code and the applicable Terms and Conditions of Employment. Only firefighters (as defined below) are afforded the rights delineated below.

Section 1 Definitions

Firefighter means an employee who is considered a “firefighter” under Government Code § 3251(a).

Punitive Action means any action defined by Government Code § 3251(c), i.e., “any action that may lead to dismissal, demotion, suspension, reduction in salary, written reprimand, or transfer for purposes of punishment.”

Section 2 Appeal of a Punitive Action Not Involving Discharge, Demotion, or Suspension of a Firefighter

Pursuant to Government Code section 11445.20, the following informal hearing procedure shall be utilized for an appeal by a firefighter of a punitive action not involving a discharge, demotion or suspension.

Notice of Appeal

Within five (5) calendar days of receipt by a firefighter of notification of punitive action as set forth above, the firefighter shall notify the City Manager in writing of the firefighter's intent to appeal the punitive action. The notice of appeal shall specify the action being appealed and the substantive and procedural grounds for the appeal.

Presiding Officer

In an informal hearing, the City Manager or his/her designee shall be the presiding officer. The City Manager or his/her designee shall conduct the informal hearing in accordance with these procedures. In such cases, the determination of the City Manager shall be final and binding.

Burden of Proof

The City shall bear the burden of proof at the hearing.

If the action being appealed does not involve allegations of misconduct by the firefighter, the limited purpose of the hearing shall be to provide the firefighter the opportunity to establish a record of the circumstances surrounding the action. The City's burden of proof shall be satisfied if the City establishes by a preponderance of the evidence that the action was reasonable. The City's burden of proof may be satisfied even though reasonable persons may disagree about the appropriateness of the action.

If the punitive action involves charges of misconduct, the City shall have the burden of proving by a preponderance of the evidence the facts which form the basis for the charge and that the punitive action was reasonable under the circumstances.

Conduct of Hearing

The formal rules of evidence do not apply, although the Presiding Officer shall have discretion to exclude evidence which is incompetent, irrelevant or cumulative, or the presentation of which will otherwise consume undue time.

The parties may present opening statements.

The parties may present evidence through documents and testimony.

Witnesses shall testify under oath.

Subpoenas may be issued pursuant to Government Code §§ 11450.05 - 11450.50.

Unless the punitive action involves a loss of compensation, the parties shall not be entitled to confront and cross-examine witnesses.

Following the presentation of evidence, if any, the parties may submit oral and/or written closing arguments for consideration by the hearing officer.

Recording of the Hearing

If the punitive action involves the loss of compensation, then the hearing may be stenographically recorded by a certified court reporter. Otherwise, the hearing may be tape recorded. The per diem cost of the court reporter shall be equally borne by the parties. The cost to receive a transcript of the hearing shall be borne by the party requesting the transcript.

Representation

The firefighter may be represented by an association representative or attorney of his or her choice at all stages of the proceedings. All costs associated with such representation shall be borne by the firefighter.

Decision

The decision shall be in writing pursuant to Government Code §11425.50. The decision shall be served by first class mail, postage pre-paid, upon the firefighter as well as his/her attorney or representative, shall be accompanied by an affidavit or certificate of mailing, and shall advise the firefighter that the time within which judicial review of the decision may be sought is governed by Code of Civil Procedure § 1094.6.

Section 3 Appeal of a Disciplinary Decision Involving Discharge, Demotion, or Suspension of a Firefighter

In those instances where the procedures in Government Code §§ 11400, et seq. are inapplicable to an administrative appeal, the administrative appeal shall be conducted in accordance with Chapter 5 (commencing with Section 11500) of Part 1 of Division 3 of Title 2 of the California Government Code.

Notice of Discipline as Accusation

The final notice of discipline which is issued at the conclusion of any pre-disciplinary procedures shall serve as the accusation as described in Government Code §§ 11500, et seq. The notice shall be prepared and served in conformity with the requirements of Government Code §§11500, et seq.

Pursuant to Government Code § 3254, subsection (f), the discipline shall not be effective sooner than 48 hours of issuance of the final notice of discipline.

The notice shall be prepared and served in conformity with the requirements of Government Code §§11500, et seq. The notice shall include a post card or other form entitled Notice of Defense which, when signed, will acknowledge service of the accusation and constitute notice of defense under Government Code § 11506.

The accusation shall include or be accompanied by a statement to respondent (firefighter) stating that the respondent may request a hearing by filing a notice of defense as provided in Government Code § 11506 within 15 days after service of the Accusation, and that failure to do so will constitute a waiver of the respondent's right to a hearing. The statement to respondent shall be prepared in conformity with the requirements of Government Code § 11505.

A copy of Chapter 5 (commencing with Section 11500) of Part 1 of Division 3 of Title 2 of the Government Code shall be provided to the firefighter concurrently with the notice of discipline.

Administrative Law Judge

Pursuant to Government Code § 11512, the City has determined that appeals shall be heard by the City Council or a designated mutually agreed upon advisory hearing officer with an administrative law judge presiding over the hearing. The administrative law judge shall rule on the admission and exclusion of evidence and advise on matters of law. The City Council or the mutually agreed upon advisory hearing officer shall exercise all other powers relating to the conduct of the hearing.

Time and Place of Hearing

Pursuant to Government Code § 11508, unless otherwise decided by the City Council, a hearing shall be conducted at City Hall or another location designated by the City Council, at a time to be determined by the City Council.

Notice of the Hearing

Notice of the hearing shall be provided to the parties pursuant to Government Code § 11509.

Burden of Proof

The burdens of proof and production of evidence shall be borne by the City. The standard of proof shall be by a preponderance of the evidence.

Judicial Review

Judicial review of the City Council's decision (or that of the mutually agreed upon advisory hearing officer) may be had pursuant to Government Code § 11523.

Article 15 TERMS AND CONDITIONS OF EMPLOYMENT

These Terms and Conditions of Employment are subject to all future and current applicable Federal and State laws and regulations. If any part or provision of these Terms and Conditions of Employment are in conflict with such applicable provisions of Federal and State laws and regulations, or are otherwise held to be invalid or unenforceable by any tribunal of competent jurisdiction, such part of the provision shall be suspended and superseded by such applicable law or regulations, and the remainder of these Terms and Conditions of Employment shall not be affected.

If any City rule or ordinance is in conflict with these Terms and Conditions of Employment, it shall supersede these Terms and Conditions of Employment.

This document is intended to be used in conjunction with the City of Sierra Madre Personnel Rules and Regulations and the Fire Lexipol Manual. The Personnel Rules and Regulations address items including, but not limited to, sick and vacation leaves, tuition reimbursement, employee

evaluations, personnel files and computer loan program. Sections of the Rules and Regulations and/or the Fire Lexipol Manual that do not deal with matters covered by these Terms and Conditions of Employment shall remain in full force and effect.



City of Sierra Madre Agenda Report

John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor Goss and Members of the City Council

FROM: Laura Aguilar, Administrative Services Manager / Assistant City Clerk

REVIEWED BY: Gabe Engeland, City Manager

DATE: September 24, 2019

SUBJECT: CONSIDERATION OF APPOINTMENT TO FILL A PARTIAL TERM ON THE PLANNING COMMISSION

STAFF RECOMMENDATION

It is recommended that the City Council provide staff with direction regarding the appointment to the Planning Commission to fill an unexpected vacancy.

ALTERNATIVES

The alternatives are:

1. Upon receiving the Council's recommendations, the Mayor may make a recommendation for City Council consideration.
2. Take no action, and direct staff to continue to solicit applications for the vacant position.

SUMMARY

Members of the Planning Commission are appointed by the City Council to serve four- year terms. Earlier this year Commissioner Gina Fierman-Hunt resigned her seat. The resignation created an unexpected vacancy for a term ending on June 30, 2021. City staff has advertised the unexpected vacancy and has received two (2) applications. Both applications are posted onto the City's website.

The City advertised the vacancy through e-Blast, the weekly City Manager Report, the City's website, and in the Wistaria Vine.

ANALYSIS

The term for this position is from July 2017 to June 30, 2021. Council is asked to consider an appointment to fill the seat vacated by Commissioner Fierman-Hunt

earlier this year. A total of two (2) applications were received for the single vacancy. The selection process is summarized below.

- All applications to fill Board or Commission vacancies are forwarded to the City Council for its review to make recommendations to the Mayor on the appointments. At a regular or special meeting the City Council may interview the applicants and provide their recommendation(s) to the Mayor.
- At the same meeting, or at a subsequent meeting, the Mayor submits to the City Council, for its approval the names of the applicants proposed to fill each vacancy. The appointment requires a majority vote of approval of the Council. If the Council fails to approve a proposed appointment, any Council member may propose an alternative applicant.

The applicants are (in alphabetical order):

- Cole Butler
- Peggy Dallas

FINANCIAL REVIEW/SOURCE OF FUNDING

There are no financial impacts associated with the appointment of Planning Commissioners.

ENVIRONMENTAL (CEQA)

n/a

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at the City Hall public counter, the Sierra Madre Public Library, and the City's website, www.cityofsierramadre.com.

Attachments

Applications to the Planning Commission (Butler, Dallas)

Application for Commissions, Boards, and Committees



City of Sierra Madre
 232 W. Sierra Madre Blvd.
 Sierra Madre, CA 91024
 626.355.7135 Fax 626.355.2251
 www.cityofsierramadre.com

Please note: All information provided on this front page is subject to disclosure under the Public Records Act and will be posted on the City's website.

PERSONAL INFORMATION

NAME Cole Butler	DATE 7-17-19
CITY OF RESIDENCE Sierra Madre	YEARS AS RESIDENT 11 years

COMMISSION/COMMITTEE

COMMISSION/BOARD/COMMITTEE FOR WHICH YOU ARE APPLYING
Planning Commission

Why are you interested in serving as a member of this commission / board / committee?

See attached

What specific attitudes, skills, and expertise do you think you have to enhance the work of the commission / board / committee?

SERVICE HISTORY

Are you currently, or have you ever been a member of any City of Sierra Madre Commission, Board, or Committee?

Yes No

NAME OF COMMISSION, BOARD, OR COMMITTEE EENRC & GREEN BUILDING COMMITTEE	DATES OF SERVICE 2010 - 2017
NAME OF COMMISSION, BOARD, OR COMMITTEE	DATES OF SERVICE

You are invited to attach additional information or submit supplemental information which you feel may assist the City Council in its evaluation. Supplemental information is subject to disclosure under the Public Records Act.

Planning Commission Application 2019
City of Sierra Madre
Cole Butler

Why are you interested in serving as a member of this commission?

I recently spoke as a concerned resident July 8, 2019 at a Town Hall meeting in the council chambers. Afterwards, both Mayer Pro Tem Cappocia and Laura Aguilar spoke to me about serving on the Planning Commission. I value living in this small town as do many of the residents. I believe in the power of cultivating a sense of place and creating belonging that community members are empowered by. I love it when people *love* their neighborhoods. As a creative problem solver, I focus on the construction industry and those who occupy it. If my skills and experience can help other people, I would like to be an ambassador of socially significant and appropriate architecture.

What specific attitudes, skills and expertise do you think you have to enhance the work of the commission?

For three years I served as a Planning Commissioner for the Town of Truckee from 2005-2007. I served the City of Sierra Madre on the Green Building Committee that later was developed to the Energy, Environment and Natural Resource Commission from 2010-2017. Professionally, I have had my own practice as a licensed architect in California since 1999. I am familiar with construction documents, town planning, city code, general plan documents and the entitlement process. I am a US Green Building Council *LEED* 2.0 Accredited Professional. In 2001, I started the Sierra Green Building Association (www.sigba.org) non-profit serving the communities of the Tahoe Sierra's. I have also served as board member of other 501c3 organizations, teach in the local community and volunteer in PUSD. I can listen to stakeholders and be accountable. I am an affective mediator. I use collaborative leadership to build consensus. Throughout my experiences I have grown to emphasize, analyze, and debate the role of the architect/citizen as cultural communicator and builder responsive to societal, cultural, and environmental challenges while maintaining my values and passions.

Application for Commissions, Boards, and Committees



City of Sierra Madre

232 W. Sierra Madre Blvd.
Sierra Madre, CA 91024
626.355.7135 Fax 626.355.2251
www.cityofsierramadre.com

Please note: All information provided on this front page is subject to disclosure under the Public Records Act and will be posted on the City's website.

PERSONAL INFORMATION

NAME	Peggy Dallas (a.k.a. Margaret Dallas)	DATE	May 24, 2019
CITY OF RESIDENCE	Sierra Madre	YEARS AS RESIDENT	4

COMMISSION/COMMITTEE

COMMISSION/BOARD/COMMITTEE FOR WHICH YOU ARE APPLYING
 Planning Commission

Why are you interested in serving as a member of this commission / board / committee?
 To be more involved in the community.

What specific attitudes, skills, and expertise do you think you have to enhance the work of the commission / board / committee?
 As an architect, I'm well suited to understand the content and issues of the Planning Commission.
 (see attached resume.)

SERVICE HISTORY

Are you currently, or have you ever been a member of any City of Sierra Madre Commission, Board, or Committee?

Yes No

NAME OF COMMISSION, BOARD, OR COMMITTEE	Planning Commission	DATES OF SERVICE	present - end of term
NAME OF COMMISSION, BOARD, OR COMMITTEE		DATES OF SERVICE	

You are invited to attach additional information or submit supplemental information which you feel may assist the City Council in its evaluation. Supplemental information is subject to disclosure under the Public Records Act.



City of Sierra Madre Agenda Report

John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
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Denise Delmar, Council Member
Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council
FROM: James Carlson, Management Analyst
REVIEWED BY: Gabriel Engeland, City Manager
DATE: September 24, 2019
SUBJECT: **ASSEMBLY BILL 1093 (RUBIO)**

STAFF RECOMMENDATION

City staff recommends the City Council discuss and determine if supporting AB 1093 is appropriate.

SUMMARY

Mayor Harabedian and Mayor Pro Tem Capoccia requested for this item to be placed on the agenda for discussion.

From the sample letter of support:

AB 1093 was introduced in response to the acute cost burden, particularly for disadvantaged communities, of compliance with the municipal separate storm sewer system (MS4) permits issued by the State Water Resources Control Board and its regional counterparts responsible for Clean Water Act compliance in California. While federal Financial Capability Assessment (FCA) guidelines were released by U.S. Environmental Protection Agency more than 20 years ago, the lack of state FCA guidelines has resulted in unaffordable costs on California's most vulnerable residents. According to a November 2014 affordability assessment of more than 30 California cities by the U.S. Conference of Mayors, 20% or more of households exceeded U.S. EPA's threshold spending on combined water costs in one-third of those cities. The long-term cost of MS4 compliance are significant, estimated at \$20 billion for Los Angeles County and at \$6 billion for the San Gabriel Valley, according to the Los Angeles County Department of Public Works.

ANALYSIS **SGVCOG**

On November 17, 2016 the San Gabriel Valley Council of Governments (SGVCOG) Governing Board adopted its Stormwater Policy. The Policy was a product of the SGVCOG Water Committees. Mayor Pro-Tem Capoccia and staff contributed to its development.

The Policy included a number of specific objectives and served as a consistent framework to advocate for reasonable, science-based stormwater solutions in light of recent county-wide cost estimates for compliance. Included with the Policy is the following:

“Advocate for regulatory and legislative chances as follows: Modify Porter-Cologne (State's version

of Federal Clean Water Act) to adopt Financial Capability Assessment (FCA) guidance issued by USEPA in November 2014 in consideration of MS4 permits. The California Watershed Improvement Act of 2009 provides some helpful precedent. In authorizing the development of voluntary watershed improvement plans, Water Code section 16101 provides that :

(d) A watershed improvement plan shall include all of the following elements relevant to the waters within the watershed or sub-watershed to which the plan applies:

(4) A coordinated economic analysis and financing plan that identifies the costs, effectiveness, and benefits of water quality improvements specified in the watershed improvement plan, and where feasible, incorporates used based and cost recovery approaches to financing, which place the cost of managing and treating surface runoff pollution on the generators of the pollutants.

We would recommend that regional boards be required to incorporate into their development of MS4 permits a “coordinated economic analysis that identifies the costs, effectiveness, and benefits of water quality improvements” as more fully described in the USEPA’s Financial Capability Assessment Framework when issuing MS4 permits.

AB1093

AB 1093 is the second attempt at legislating the incorporation of the USEPA’s Financial Capability Assessment guidelines into California Stormwater requirements. In 2017, California State Senator Ed Hernandez (22nd District) introduced SB 589 in an effort to include the federal guidelines in an effort to include cost considerations of municipalities (and other affected agencies) into consideration of the development of strict numerical compliance regulations of MS4 permits. SB 589 failed in May of 2017 and Senator Rubio’s AB 1093 is the second attempt to accomplish this important legislation.

FINANCIAL REVIEW/SOURCE OF FUNDING

N/A

ENVIRONMENTAL (CEQA)

N/A

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at City Hall, at the Sierra Madre Public Library, and can be accessed on the City’s website at www.cityofsierramadre.com.

Attachments

Attachment A: Sample Letter of Support for AB 1093



City of Sierra Madre

232 W. Sierra Madre Boulevard, Sierra Madre, CA 91024
phone 626.355.7135 fax 626.355.2251

September 25, 2019

Via email to Rachel.Wagoner@gov.ca.gov

The Honorable Gavin Newsom
Governor, State of California
1303 10th Street, Suite 1173
Sacramento, CA 95814

Re: Request for Signature on AB 1093 (Rubio), Financial Capabilities Assessment

Dear Governor Newsom:

The City of Sierra Madre respectfully requests your signature on Assembly Bill 1093 (Rubio), legislation to underpin the development of state guidelines to assist in assessing the financial capabilities of cities and their residents seeking to implement measures to achieve compliance with the Clean Water Act.

AB 1093 was introduced in response to the acute cost burden, particularly for disadvantaged communities, of compliance with the municipal separate storm sewer system (MS4) permits issued by the State Water Resources Control Board and its regional counterparts responsible for Clean Water Act compliance in California. While federal Financial Capability Assessment (FCA) guidelines were released by U.S. Environmental Protection Agency more than 20 years ago, the lack of state FCA guidelines has resulted in unaffordable costs on California's most vulnerable residents. According to a November 2014 affordability assessment of more than 30 California cities by the U.S. Conference of Mayors, 20% or more of households exceeded U.S. EPA's threshold spending on combined water costs in one-third of those cities. The long-term cost of MS4 compliance are significant, estimated at \$20 billion for Los Angeles County and at \$6 billion for the San Gabriel Valley, according to the Los Angeles County Department of Public Works.

FCA guidelines are intended to help the State Board and permittees establish reasonable timeframes for compliance and enforcement actions—without shirking federal or state water quality requirements intended to protecting public health and the environment. Extended timeframes will allow permittees to prioritize the most cost-effective remedies and seek grant and other funding opportunities for stormwater treatment programs without resulting in undue burden on our residents.

We appreciate Assemblymember Rubio's authorship of AB 1093 and we look forward to your support for this important legislation.

Sincerely,

Mayor John Harabedian
City of Sierra Madre

cc: Assemblymember Blanca Rubio (via email to Daniel.Folwarkow@asm.ca.gov)>



City of Sierra Madre Agenda Report

John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
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Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

FROM: James Carlson, Management Analyst

REVIEWED BY: Gabriel Engeland, City Manager

DATE: September 24, 2019

SUBJECT: **SIERRA MADRE APPOINTMENT TO CLEAN POWER ALLIANCE BOARD**

STAFF RECOMMENDATION

Staff recommends the City Council appoint a new Sierra Madre representative to the Clean Power Alliance (CPA) Board.

ALTERNATIVES

N/A

SUMMARY

The City of Sierra Madre joined the Clean Power Alliance on October 3, 2017. At that time the City Council appointed Mayor Harabedian as Sierra Madre's representative to the Clean Power Alliance Board with James Carlson and Gabriel Engeland appointed as alternates. Mayor Harabedian would like to rotate off of the Board and have the City Council appoint a new representative.

Board of Directors meetings are held on the first Thursday of each month at 2:00pm in downtown Los Angeles. This recurring meeting has become relatively consistent, with deviations for holidays and August this year. The meetings generally run two to three hours, however there are occasional needs for additional closed session time.

Mayor Harabedian also volunteered to be a member of the Energy Committee, a supporting Committee to the Board. These meetings have also been relatively consistent; meeting on the fourth Wednesday at noon. Generally, the City of Arcadia will host a remote location at the Public Works Department and attendance by conference call is available. These meeting last approximately two hours.

FINANCIAL REVIEW/SOURCE OF FUNDING

There was no cost for the creation of this staff report.

ENVIRONMENTAL (CEQA)

N/A

PUBLIC NOTICE PROCESS

This item has been noticed through the regular agenda notification process. Copies of this report are available at City Hall, at the Sierra Madre Public Library, and can be accessed on the City's website at www.cityofsierramadre.com.



City of Sierra Madre Agenda Report

John Harabedian, Mayor
John Capoccia, Mayor Pro Tem
Rachelle Arizmendi, Council Member
Denise Delmar, Council Member
Gene Goss, Council Member

Sue Spears, City Clerk
Michael Amerio City Treasurer

TO: Honorable Mayor and Members of the City Council

FROM: Miguel Hernandez, Human Resources Manager

REVIEWED BY: Gabriel Engeland, City Manager

DATE: September 24, 2019

SUBJECT: CONSIDERATION OF RESOLUTION 19-49 PLANNING FOR CALIFORNIA MINIMUM WAGE AND AMENDING PART-TIME AND CONFIDENTIAL-EXEMPT CLASSIFICATION PLAN AND SALARY MATRIX

STAFF RECOMMENDATION

Staff recommends the City Council adopt Resolution 19-49 modifying the part-time hourly wages in the City's Classification Plan and Salary Matrix for 2019 increasing the hourly rate for the part-time dispatcher position, for 2020 to reflect the upcoming California minimum wage increase, and the Confidential-Exempt salary matrix increasing positions which were inadvertently not included in the previous COLA adjustment of 2.1 percent, approved by Council at the June 26, 2018 Council Meeting.

ALTERNATIVES

1. The City Council may choose not to approve Resolution 19-49 and provide staff with further direction.
2. The City Council can provide further direction to staff on this item.

SUMMARY

On November 14, 2017, City Council adopted Resolution 17-57 modifying the part-time hourly wages in the City's Classification Plan and Salary Matrix. The modifications to the Classification Plan and Salary Matrix, as approved by Resolution 17-57, only authorized a minimum wage increase for 2018 and 2019. Similarly, for the upcoming minimum wage increase, staff included modifications for the 2020 part-time salary matrix.

In addition to modifying the part-time hourly wages affected by the upcoming minimum wage increase, staff is recommending modifying the 2019 Classification Plan and Salary Matrix increasing the hourly pay rate for the position of part-time dispatcher. The current hourly pay rate for the part-time dispatcher position is \$18.60. Increasing the hourly rate to \$27.36 falls more in line with the permanent full-time dispatcher position on file. Presently, the City has two part-time dispatchers increasing the hourly rate will allow the City to bring in experienced dispatchers, which will supplement the full-time dispatch during times of turnover, vacation, or leave.

On June 26, 2018, City Council adopted Resolution 18-35 approving the negotiated COLA increase of 2.1% that went into effect June 24, 2019. City staff is also recommending adjusting certain selected

middle-management positions that fall under the Confidential-Exempt classification. Unfortunately, the following exempt positions were mistakenly not included when Council approved the negotiated COLA increase:

- Range 21 – Recreation Supervisor (vacant)
- Range 22 – Assistant to the City Manager (vacant)
- Range 23 – Administrative Analyst
- Range 24 – Senior Accountant Analyst
Human Resources Analyst (vacant)
- Range 32 – Senior Network Administrator

Staff is recommending the City Council approve Resolution 19-49 modifying the City’s Classification and Salary Matrix to reflect the 2020 respective minimum wages as set forth in Senate Bill (SB) 3. Modifying the current 2019 part-time salary matrix to include the proposed hourly pay increase for the part-time dispatcher position, as well as modifying the confidential-exempt Classification Plan and Salary Matrix increasing the positions listed above by 2.1% retroactive to July 1, 2019.

ANALYSIS

On April 4, 2016, Governor Brown signed Senate Bill (SB) 3, which increases California’s minimum wage each year so that it will reach \$15.00 per hour in 2022. Under current existing law, the California minimum wage is \$12.00 per hour until January 1, 2020, when it will be increased to \$13.00 per hour. Subsequently, the new law will increase the minimum wage amount as follows:

2020	\$13.00/Per Hour
2021	\$14.00/Per Hour
2022	\$15.00/Per Hour

Senate Bill 3 increases the minimum wage each year until it reaches \$15.00 per hour in 2022. The new law will require City staff to reevaluate the City’s Compensation Plan and Salary Matrix each year. In order to stay competitive and retain quality staff. Since the new California minimum wage increase to \$13.00 goes into effect on January 1, 2020, three positions will not comply with the new minimum wage standards, therefore, requiring the City to modify three positions. To ensure the City is compliant with the new minimum wage standards in the State of California, City staff reviewed the current Compensation Plan and Salary Matrix for part-time positions, and came up with the following positions that will be impacted by the upcoming wage increases for 2020:

- Library Page [\$12.00 per hour]
- Library Clerk [\$12.00 per hour]
- Intern - Entry Level [\$12.50 per hour]

There is currently one (1) part-time Library Page, two (2) Library Clerks that will be adjusted to at least the standard minimum wage of \$13.00 per hour. Staff recommends that the City Council approve the increase to \$13.00 per hour effective January 1, 2020.

Police Department

Currently, the Police Department has two part-time dispatchers. Having part-time dispatchers on staff delivers an invaluable service in providing the department with additional coverage specifically when there is a vacancy or when full-time staff is on vacation and/or out sick. Currently when a dispatcher

position is vacant, a police officer position must cover the dispatch shift. This is both more costly, as the officer is paid at a higher rate and is often covering the shift on overtime, and less safe, as it reduces the amount of officers available to work patrol. Increasing the part-time hourly rate enhances the department's recruitment efforts in recruiting qualified individuals.

Confidential-Exempt

When Council adopted the Classified Employees Association and Police Officers Association MOU's back in June 2018, City staff inadvertently left out middle-management positions listed above to be included in the negotiated 2.1% increase that went into effect July 1, 2019. This positions should have received the same COLA increase at the time of Council adoption.

FINANCIAL REVIEW/SOURCE OF FUNDING

The adjustment to the confidential-exempt salary matrix impacts the remaining 2019-2020 budget increasing the following funds: Sewer Fund \$768.00, Water Fund \$3,072, General Fund \$5,177, Information Technology Fund \$2,252, and Administrative Fund \$1,629.

Adjustments to the 2019 and 2020 part-time salary matrix will not have a financial impact on the current budget as the Police Department will work within the budgeted hours allocated for the 2019-2020 budget. And positions impacted by the minimum wage increase were already budgeted in preparation of the upcoming 2020 hourly rate increase.

ENVIRONMENTAL (CEQA)

N/A

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Attachments

1. Resolution 19-49 modifying the part-time hourly wages in the City's Classification Plan and Salary Matrix.
2. Part-time Classification Plan and Salary Matrix 2019
3. Part-time Classification Plan and Salary Matrix 2020
4. Confidential-Exempt Classification Plan and Salary Matrix

**RESOLUTION NO. 19-49
MODIFYING THE PART-TIME HOURLY WAGES AND CONFIDENTIAL-EXEMPT
SALARY INCREASES IN THE CITY OF SIERRA MADRE CLASSIFICATION
PLAN AND SALARY MATRIX**

THE CITY COUNCIL OF THE CITY OF SIERRA MADRE DOES HEREBY
RESOLVE:

WHEREAS, the City of Sierra Madre employs part-time employees who are not represented by an employee association; and

WHEREAS, the minimum wage in the State of California will increase to \$13.00 per hour effective January 1, 2020; and the hourly rate for part-time dispatcher will increase to \$27.36 effective September 24, 2019; and

WHEREAS, the City of Sierra Madre has three part-time position which the hourly range starts under \$13.00 per hour; and

WHEREAS, the City of Sierra Madre employs full-time employees who are members of the Confidential-Exempt management group; and

WHEREAS, the City Council is authorizing changing the Confidential-Exempt salary schedule in the Classification Plan and Salary Matrix; and

WHEREAS, in the amended Classification Plan and Salary Matrix, the information contained within the plan in regard to duties, responsibilities, training, and experience for all other positions remain status quo;

WHEREAS, in the amended Classification Plan and Salary Matrix, the salary information contained within the plan for full-time positions remains status quo;

NOW, THEREFORE, BE IT RESOLVED

SECTION 1. That the amended pages of the City of Sierra Madre Classification Plan and Salary Matrix be and the same are hereby attached hereto and made a part thereof.

SECTION 2. That the changes to part-time hourly wages take effect September 24, 2019 for the 2019 part-time salary matrix, January 1, 2020 for the 2020 part-time salary matrix, and July 1, 2019 for the Confidential-Exempt salary matrix.

Passed, Approved and Adopted on the 24th day of September, 2019.

Mayor, City of Sierra Madre, CA

I, the undersigned, hereby certify that the foregoing Resolution was duly adopted at a regular meeting of the City of Sierra Madre City Council on the 24th day of September, 2019 by the Sierra Madre City Council following a roll call vote:

Ayes

Noes

Absent

City Clerk, City of Sierra Madre, CA

Position Title	Range	Step 1
Program Specialist	57	\$ 13.49
Film Monitor - Office	62	\$ 13.52
Film Monitor - Location	65	\$ 35.00
Fire Safety Officer - Filming	64	\$ 50.00
Facility Attendant	61	\$ 14.56
Library Page	51	\$ 12.00
Library Clerk	54	\$ 12.00
Library Technician I	58	\$ 14.62
Library Technician II	86	\$ 16.50
Associate Librarian	63	\$ 19.33
Police Cadet	57	\$ 13.49
Dispatcher	59	\$ 27.36
Records Clerk	55	\$ 18.60
Community Service Officer	83	\$ 20.72
Investigator	75	\$ 30.60
Patrol Officer	84	\$ 34.29
Lieutenant	70	\$ 42.25
Code Enforcement	83	\$ 20.72
Fire Captain	83	\$ 20.72
Paramedics	85	\$ 15.00
Engineer II	74	\$ 15.00
Strike Team Responder - Firefighter	67	\$ 17.68
Strike Team Responder - Engineer	68	\$ 23.16
Strike Team Responder - Captain	69	\$ 34.80
Strike Team Responder - Battalion Chief	70	\$ 48.22
Strike Team Responder - Deputy/Asst. Chief	71	\$ 52.33
Strike Team Responder - Fire Chief	72	\$ 52.33
Water Pump Operator	81	\$ 16.47
Maintenance Worker	80	\$ 15.68
Administrative Clerk	76	\$ 15.38
Account Technician	82	\$ 19.08
Accountant	79	\$ 25.19
Analyst	79	\$ 25.19
Intern (Entry Level)	90	\$ 12.50
Administrative Intern	91	\$ 13.49
Management Intern	92	\$ 15.00
Fire Recruit	94	\$ 15.00

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Salary Matrix
Confidential-Exempt

Range	Position Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
21	Annual Salary	\$ 57,948	\$ 59,337	\$ 60,882	\$ 62,404	\$ 63,963	\$ 65,562	\$ 67,202	\$ 68,882	\$ 70,604	\$ 72,370
	Hourly	\$ 27.86	\$ 28.56	\$ 29.27	\$ 30.00	\$ 30.75	\$ 31.52	\$ 32.31	\$ 33.12	\$ 33.94	\$ 34.79
22	Annual Salary	\$ 47,466	\$ 48,653	\$ 49,869	\$ 51,116	\$ 52,394	\$ 53,704	\$ 55,046	\$ 56,421	\$ 57,834	\$ 59,278
	Hourly	\$ 22.82	\$ 23.39	\$ 23.98	\$ 24.58	\$ 25.19	\$ 25.82	\$ 26.46	\$ 27.13	\$ 27.80	\$ 28.50
23	Annual Salary	\$ 41,372	\$ 42,407	\$ 43,467	\$ 44,553	\$ 45,667	\$ 46,809	\$ 47,980	\$ 49,179	\$ 50,408	\$ 51,669
	Hourly	\$ 19.89	\$ 20.39	\$ 20.90	\$ 21.42	\$ 21.96	\$ 22.50	\$ 23.07	\$ 23.64	\$ 24.23	\$ 24.84
24	Annual Salary	\$ 55,820	\$ 57,216	\$ 58,646	\$ 60,112	\$ 61,615	\$ 63,156	\$ 64,734	\$ 66,353	\$ 68,012	\$ 69,712
	Hourly	\$ 26.84	\$ 27.51	\$ 28.20	\$ 28.90	\$ 29.62	\$ 30.36	\$ 31.12	\$ 31.90	\$ 32.70	\$ 33.52
25	Annual Salary	\$ 54,672	\$ 56,039	\$ 57,440	\$ 58,876	\$ 60,348	\$ 61,857	\$ 63,403	\$ 64,988	\$ 66,613	\$ 68,278
	Hourly	\$ 26.28	\$ 26.94	\$ 27.62	\$ 28.31	\$ 29.01	\$ 29.74	\$ 30.48	\$ 31.24	\$ 32.03	\$ 32.83
26	Annual Salary	\$ 67,912	\$ 69,609	\$ 71,350	\$ 73,133	\$ 74,972	\$ 76,835	\$ 78,757	\$ 80,726	\$ 82,744	\$ 84,813
	Hourly	\$ 32.65	\$ 33.47	\$ 34.30	\$ 35.16	\$ 36.04	\$ 36.94	\$ 37.86	\$ 38.81	\$ 39.78	\$ 40.78
28	Annual Salary	\$ 63,962	\$ 65,561	\$ 67,200	\$ 68,880	\$ 70,601	\$ 72,367	\$ 74,176	\$ 76,030	\$ 77,931	\$ 79,879
	Hourly	\$ 30.75	\$ 31.52	\$ 32.31	\$ 33.12	\$ 33.94	\$ 34.79	\$ 35.66	\$ 36.55	\$ 37.47	\$ 38.40
29	Annual Salary	\$ 87,662	\$ 89,854	\$ 92,356	\$ 94,402	\$ 96,763	\$ 99,182	\$ 101,662	\$ 104,203	\$ 106,808	\$ 109,478
	Hourly	\$ 42.15	\$ 43.20	\$ 44.40	\$ 45.39	\$ 46.52	\$ 47.68	\$ 48.88	\$ 50.10	\$ 51.35	\$ 52.63
31	Annual Salary	\$ 100,381	\$ 102,890	\$ 105,463	\$ 108,099	\$ 110,802	\$ 113,571	\$ 116,411	\$ 119,322	\$ 122,305	\$ 125,361
	Hourly	\$ 48.26	\$ 49.47	\$ 50.70	\$ 51.97	\$ 53.27	\$ 54.60	\$ 55.97	\$ 57.37	\$ 58.80	\$ 60.27
32	Annual Salary	\$ 69,338	\$ 71,071	\$ 72,848	\$ 74,669	\$ 76,546	\$ 78,449	\$ 80,411	\$ 82,421	\$ 84,482	\$ 86,594
	Hourly	\$ 33.34	\$ 34.17	\$ 35.02	\$ 35.90	\$ 36.80	\$ 37.72	\$ 38.66	\$ 39.63	\$ 40.62	\$ 41.63
41	Annual Salary	\$ 100,381	\$ 102,890	\$ 105,463	\$ 108,099	\$ 110,802	\$ 113,571	\$ 116,411	\$ 119,322	\$ 122,305	\$ 125,361
	Hourly	\$ 48.26	\$ 49.47	\$ 50.70	\$ 51.97	\$ 53.27	\$ 54.60	\$ 55.97	\$ 57.37	\$ 58.80	\$ 60.27

September 24, 2019 Resolution 19-49 Amendment to Confidential-Exempt positions: Ranges 21, 22, 23, 24, and 32