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**RESOLUTION NO. 7796**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
VERNON FIXING THE COMPENSATION FOR CERTAIN  
EMPLOYEES OF SAID CITY AS OF JULY 1, 2001,  
AUTHORIZING CERTAIN EXPENSE ALLOWANCES AND  
REPEALING ALL RESOLUTIONS IN CONFLICT THEREWITH

ADOPTED ON JUNE 27, 2001

AMENDMENTS TO RESOLUTION NO. 7796				
RESOLUTION NO.	ADOPTION DATE	PAGES AMENDED	SCHEDULE AND/OR SECTIONS AMENDED	DEPARTMENT AFFECTED

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RESOLUTION NO. 7796

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3 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
4 VERNON FIXING THE COMPENSATION FOR CERTAIN  
5 EMPLOYEES OF SAID CITY AS OF JULY 1, 2001,  
6 AUTHORIZING CERTAIN EXPENSE ALLOWANCES AND  
7 REPEALING ALL RESOLUTIONS IN CONFLICT THEREWITH

8 WHEREAS, on June 27, 2000, the City Council of the City of  
9 Vernon adopted Resolution No. 7562, as amended by Resolution Nos.  
10 7604, 7687 and 7739 adopted on August 22, 2000, January 17, 2001 and  
11 April 4, 2001, respectively, fixing the compensation for certain  
12 employees of the City of Vernon and authorized certain expense  
13 allowances as of July 1, 2000; and

14 WHEREAS, the City Council of the City of Vernon wishes to fix  
15 the compensation and other benefits for employees of the City of Vernon  
16 as indicated in their respective schedules as of July 1, 2001; and

17 WHEREAS, the City of Vernon has a contract with the Public  
18 Employees Retirement System ("PERS") to provide retirement benefits for  
19 its employees; and

20 WHEREAS, pursuant to said contract, the employees of the City  
21 of Vernon are required to make contributions to the PERS, which are a  
22 percentage of the employees' compensation equal to 7% of said  
23 compensation for miscellaneous employees, 9% of said compensation for  
24 Police and some Fire safety employees; and

25 WHEREAS, the City Council of the City of Vernon in  
26 Resolution Nos. 5120, adopted on June 29, 1984, and 6258, adopted on  
27 October 5, 1993, provided that the City shall pay the employees' total  
28 contribution to PERS; and

WHEREAS, on April 12, 1988, by voter approval, the City of



1 Vernon became a Charter City; and

2           WHEREAS, all employees of the City of Vernon serve at the  
3 will and pleasure of the City Council; and

4           WHEREAS, on January 19, 1971, the City Council of the City of  
5 Vernon adopted Resolution No. 4027 relating to employer-employee  
6 relations within the City of Vernon; and

7           WHEREAS, said employer-employee relations resolution provided  
8 in Section 5(h) that matters concerning discharge, suspension or  
9 discipline shall be within the exclusive discretion of the City  
10 Council; and.

11           WHEREAS, the City Council of the City of Vernon wishes to  
12 reaffirm its intent concerning said section that all such matters of  
13 discharge, suspension or discipline reside in the sole discretion of  
14 the City Council; and

15           WHEREAS, the City Council of the City of Vernon has  
16 previously authorized the establishment of a contract method of  
17 employment with various employees in the City wherein said contracts  
18 provide that said employees serve at the will and pleasure of the City  
19 Council, in addition to other provisions; and

20           WHEREAS, the City Council of the City of Vernon wishes to  
21 reaffirm this contract program for City employees; and

22           WHEREAS, on October 17, 2000, the City Council of the City of  
23 Vernon adopted Resolution No. 7649 establishing the vacation and  
24 holiday policy for City employees; and

25           WHEREAS, on October 16, 1979, the City Council of the City  
26 of Vernon adopted Resolution No. 4677 establishing a four (4) day work  
27 week and the City Council wishes to reaffirm the continuation of said  
28 program; and

1           WHEREAS, on September 16, 1986, the City Council of the City  
2 of Vernon adopted Resolution No. 5314 establishing rules and  
3 regulations respecting the employment of related family members; and

4           WHEREAS, the City Council provides for a deferred  
5 compensation program and investment program for City employees by  
6 Resolution Nos. 4955, 5042, 5489, 5671, 6176 and 6177 adopted on  
7 November 16, 1982, September 20, 1983, March 15, 1988, September 5,  
8 1989, and October 20, 1992, respectively; and

9           WHEREAS, on June 18, 1991, the City Council of the City of  
10 Vernon adopted by Resolution No. 5941, which was modified by a minute  
11 order adopted by the Personnel Committee on March 2, 1998 and approved  
12 by the City Council on March 3, 1998, approving a Dress and Grooming  
13 Policy for miscellaneous employees of the City of Vernon; and

14           WHEREAS, on June 20, 1991, the City Council of the City of  
15 Vernon adopted Resolution No. 5946, as amended by Resolution No. 7566  
16 on July 11, 2000, establishing a Gas Municipal Utility Department  
17 within the City of Vernon; and

18           WHEREAS, the City Council by Resolution No. 5950 adopted on  
19 July 2, 1991, as amended by Resolution Nos. 5979, 6369, 7060, 7101 and  
20 7559 adopted on August 20, 1991, December 21, 1993, December 16, 1997  
21 June 2, 1998 and June 27, 2000, respectively, established an attendance  
22 incentive program wherein qualified employees are eligible to select  
23 gifts from specified brochures; and

24           WHEREAS, on September 19, 1995, the City Council of the City  
25 of Vernon adopted Resolution No. 6687, as amended by Resolution No.  
26 7558 on June 27, 2000, adopting a discretionary educational assistance  
27 program; and

28           WHEREAS, on October 5, 1993, the City Council of the City of

1 Vernon adopted Resolution No. 6258 approving a Second Side Letter  
2 Agreement between the Municipal Employee Relations Representative of  
3 the City of Vernon ("MERR") and the Vernon Police Officers' Benefit  
4 Association ("VPOBA") (Employee Group 2) providing for the continuation  
5 of the four day week at ten hours per day ("4/10 plan") and extending  
6 the Memorandum of Understanding ("MOU") previously adopted by  
7 Resolution No. 5489 on March 15, 1988, as amended by a Side Letter  
8 Agreement adopted by Resolution No. 6001 on January 21, 1992, until  
9 August 31, 2001; and

10           WHEREAS, on July 11, 1995, the City Council of the City of  
11 Vernon adopted Resolution No. 6656 approving a Third Side-Letter  
12 Agreement between the MERR and the VPOBA (Employee Group 2) providing  
13 for increases in detective pay, uniform allowances and Field Training  
14 Officer pay, as well as establishing an "in lieu" holiday, tuition  
15 reimbursement and modified longevity program; and

16           WHEREAS, on August 19, 1997, the City Council of the City of  
17 Vernon adopted Resolution No. 7009 approving a Fourth Side-Letter  
18 Agreement between the MERR and the VPOBA (Employee Group 2) providing  
19 for an additional four (4) year extension, to August 31, 2005, a five  
20 percent (5%) salary increase, court pay increases, and modification to  
21 Police Officers' Discipline Procedure; and

22           WHEREAS, on February 16, 1993, the City Council of the City  
23 of Vernon adopted Resolution No. 6214 adopting a grievance procedure  
24 for resolving any complaints alleging violations of the American with  
25 Disabilities Act; and

26           WHEREAS, on April 6, 1993, the City Council of the City of  
27 Vernon adopted Resolution No. 6232, as amended by Resolution No. 7580  
28 on July 26, 2000, adopting a policy to prevent sexual harassment; and

1           WHEREAS, on March 9, 1993, the City Council of the City of  
2 Vernon adopted Resolution No. 6220 adopting a policy on the use of  
3 computer software on City-owned computers; and

4           WHEREAS, the City Council has established medical benefits  
5 for employees of the City of Vernon as provided by Resolution No. 7258  
6 adopted by the City Council of the City of Vernon on January 5, 1999;  
7 and

8           WHEREAS, the City Council by Resolution No. 7798 adopted on  
9 June 27, 2001, approved the payment of insurance premiums for life,  
10 health and dental benefits as such benefits are in effect as of  
11 June 30, 2001, for all full-time regular employees only and their  
12 dependents during the 2001-2002 fiscal year as follows: (1) all  
13 miscellaneous employees; (2) all Fire Department employees; (3) all  
14 sworn police officers, including Group 2 who are represented by the  
15 Vernon Police Officers' Benefit Association, and the following officers  
16 of the City: the City Administrator and City Councilmembers; and

17           WHEREAS, the City Council intends to continue to provide a  
18 PERS long-term health care benefit with comprehensive lifetime  
19 inflation protection for the City Councilmembers, the City  
20 Administrator, and their spouses and that said benefit shall be  
21 provided at no cost to them; and

22           WHEREAS, on November 23, 1993, the City Council of the City  
23 of Vernon adopted Resolution No. 6355 adopting a Superior Performance  
24 and Ideas Resulting in Tangible Savings Program; and

25           WHEREAS, on October 17, 1995, the City Council of the City of  
26 Vernon adopted Resolution No. 6696, as amended by Resolution No. 7295  
27 on March 16, 1999, Resolution No. 7344 on June 1, 1999 and Resolution  
28 No. 7406 on August 17, 1999, adopting a family and medical leave

1 policy; and

2 WHEREAS, on January 23, 1996, the City Council of the City of  
3 Vernon adopted Resolution No. 6732 adopting a drug and alcohol testing  
4 policy for employees subject to Department of Transportation testing  
5 regulations; and

6 WHEREAS, on January 27, 1997, the City Council of the City of  
7 Vernon adopted Resolution No. 6907, as amended by Resolution No. 7339  
8 adopted on June 1, 1999, adopting an electronic mail policy for the  
9 City of Vernon; and

10 WHEREAS, on January 6, 1998, the City Council of the City of  
11 Vernon adopted Resolution No. 7066, as amended by Resolution No. 7081  
12 on January 27, 1998 and Resolution No. 7411 on September 7, 1999,  
13 adopting the City of Vernon Fire Department Rules and Regulations; and

14 WHEREAS, on March 3, 1998, the City Council of the City of  
15 Vernon adopted Resolution No. 7096 adopting a policy on employment of  
16 persons convicted of a felony or a misdemeanor involving moral  
17 turpitude; and

18 WHEREAS, on March 3, 1998, the City Council of the City of  
19 Vernon adopted Resolution No. 7097 approving policy statements and  
20 procedures for conducting criminal background checks for employment  
21 purposes; and

22 WHEREAS, the City Council of the City of Vernon requires all  
23 new employees to serve a one (1) year minimum evaluation period during  
24 which time the employee receives formal training and monthly  
25 evaluations; and

26 WHEREAS, consistent with the City Council's policy that all  
27 City employees serve at the will and pleasure of the City Council, all  
28 City employees are considered at-will employees while serving their

1 evaluation period, as well as after completion of the evaluation  
2 period; and

3           WHEREAS, on July 28, 1998, the City Council of the City of  
4 Vernon adopted Resolution No. 7193, as amended by Resolution No. 7702  
5 on February 7, 2001, approving a mandatory retirement age of sixty-five  
6 (65) for all City of Vernon Firefighters but reserving the right to  
7 extend the retirement age for any firefighter, based on certain  
8 criteria; and

9           WHEREAS, the City Council by Resolution No. 7261 adopted on  
10 January 26, 1999, approved a City of Vernon Equal Employment  
11 Opportunity Plan; and

12           WHEREAS, on September 19, 2000, the City Council of the City  
13 of Vernon adopted Resolution No. 7635, as amended by Resolution No.  
14 7753 on May 2, 2001, providing for a Supplemental Executive Retirement  
15 Plan.

16           NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE  
17 CITY OF VERNON AS FOLLOWS:

18 **SECTION 1: EMPLOYEES SERVE AT WILL AND PLEASURE OF THE CITY**  
19 **COUNCIL.**

20           The City Council of the City of Vernon hereby declares that  
21 its intention in adopting Resolution No. 4027, Section 5(h), was to  
22 reserve unto the City Council complete and exclusive discretion to  
23 determine matters relating to the discharge, suspension or other manner  
24 of discipline of all employees in conformance with its long standing  
25 view and policy that all employees of the City of Vernon serve at the  
26 will and pleasure of the City Council.

27 **SECTION 2: EMPLOYMENT AGREEMENT.**

28           All employees of the City of Vernon serve at the will and

1 pleasure of the City Council. Prior to employment or prior to  
2 promotion, employees will be requested to sign an employment agreement  
3 establishing that their employment is at the will and pleasure of the  
4 City Council as a condition of being appointed to said position. The  
5 form of the employment agreement must be approved by the Personnel  
6 Committee or the City Council and executed by the City Administrator as  
7 a condition preceding said employee's employment or promotion.

8 **SECTION 3: POLICE ACADEMY AND FIELD TRAINING COSTS.**

9           There is hereby established a program in the Police  
10 Department for new police officers wherein the City of Vernon shall  
11 agree to pay for costs associated with attendance at a police academy  
12 and field training for individual police candidates pursuant to a  
13 contract wherein said candidate shall agree in consideration of said  
14 salary to remain with the City of Vernon for at least three (3) years,  
15 or for a lesser term if approved by the City Council.

16 **SECTION 4: EFFECTIVE DATE.**

17           Effective July 1, 2001, there is hereby established and  
18 approved compensation and other benefits and expenses provided for  
19 herein as set forth below for employees and officers of the City of  
20 Vernon. This resolution shall not affect or alter the existing  
21 compensation of any officer or employee not specifically set forth  
22 herein.

23 **SECTION 5: DESIGNATION OF SCHEDULES.**

24           Officers and employees of the City of Vernon shall receive  
25 compensation in accordance with the formula adopted herein as Schedule  
26 I, in such amounts as are set forth in Schedule II which provides a  
27 monthly amount for each position and each step in each department. In  
28 addition, expense allowances and other information where applicable for

1 each department are set forth herein. The automobile allowances are  
2 set forth in Schedule III and the uniform allowances are set forth in  
3 Schedule IV and the compensation for court appearances and standby  
4 status are set forth in Schedule V. Salary schedules are hereby  
5 established for the following departments, as set forth in Schedule II:

6 (a) Department of Community Services & Water.

7 (b) Utilities Department.

8 (c) Fire Department.

9 (d) Police Department.

10 (e) City Administrator/City Clerk Department.

11 (f) City Council Department.

12 Said Schedules I to V are attached to this resolution as  
13 Exhibit "A" through "E," respectively, and incorporated herein by this  
14 reference as though fully set forth at length.

15 **SECTION 6: PERS CONTRIBUTIONS.**

16 The City shall continue to make payments to PERS to satisfy  
17 all employees' obligation to make contributions to PERS for retirement  
18 benefits, which includes Police Sergeants and Police Officers in the  
19 Police Department. Payments made by City on behalf of said employees  
20 shall be credited to said employee's account with PERS.

21 **SECTION 7: AUTO INSURANCE PROGRAM.**

22 The City has established an auto insurance program pursuant  
23 to Resolution No. 5741 wherein the City will contribute Twenty-Five  
24 Dollars (\$25.00) per month per employee for all officers and employees  
25 who participate in said program effective May 1, 1990, except that as  
26 to police officers and sergeants, City will continue to contribute  
27 Twenty-Three Dollars and Four Cents (\$23.04) per month.

28

/ / /



1 **SECTION 8: LIFE, HEALTH AND DENTAL BENEFITS.**

2 (a) Life, Health and Dental Benefits.

3 The City Council by Resolution No. 7798 adopted on June 27,  
4 2001, approved the payment of insurance premiums for life, health and  
5 dental benefits as such benefits are in effect as of June 30, 2001, for  
6 all full-time regular employees only and their dependents as follows:

7 (1) all miscellaneous employees; (2) all Fire Department employees; (3)  
8 all sworn police officers, including Group 2 who are represented by the  
9 Vernon Police Officers' Benefit Association, and the following officers  
10 of the City: City Administrator and City Councilmen.

11 (b) Vision Care.

12 The City shall provide a vision care benefit to employees  
13 only and not dependents.

14 **SECTION 9: LONGEVITY PROGRAM FOR EMPLOYEES EMPLOYED ON OR**  
15 **BEFORE JUNE 30, 1994.**

16 The City has established a longevity program for all  
17 employees. The longevity program described in Section 9 herein will  
18 apply to all employees, except police employees in Group 2, employed on  
19 or before June 30, 1994.

20 (a) Five (5) Years of Service.

21 All eligible employees who have five (5) years of consecutive  
22 uninterrupted service on or before July 1, 1986, shall receive an  
23 additional five percent (5%) per month of their base salary effective  
24 July 1, 1986, and every year thereafter until reaching the next step.  
25 Employees upon reaching their 5th anniversary date after July 1, 1986,  
26 shall be entitled to said five percent (5%) per month upon said  
27 anniversary date.

28 / / /

1                   (b) Ten (10) Years of Service.

2                   All eligible employees who have ten (10) years of consecutive  
3 uninterrupted service on or before July 1, 1987, shall receive an  
4 additional ten percent (10%) per month of their base salary effective  
5 July 1, 1987, and every year thereafter until reaching the next step.  
6 Employees upon reaching their 10th anniversary date after July 1, 1987,  
7 shall be entitled to said ten percent (10%) per month upon said  
8 anniversary date.

9                   (c) Fifteen (15) Years of Service.

10                  All eligible employees who have fifteen (15) years of  
11 consecutive uninterrupted service on or before July 1, 1988, shall  
12 receive an additional fifteen percent (15%) per month of their base  
13 salary effective July 1, 1988, and every year thereafter until reaching  
14 the next step. Employees upon reaching their 15th anniversary date  
15 after July 1, 1988, shall be entitled to said fifteen percent (15%) per  
16 month upon said anniversary date.

17                  (d) Twenty (20) Years of Service.

18                  All eligible employees who have twenty (20) years of  
19 consecutive uninterrupted service on or before July 1, 1989, shall  
20 receive an additional twenty percent (20%) per month of their base  
21 salary effective July 1, 1989, and every year thereafter. Employees  
22 upon reaching their 20th anniversary date after July 1, 1989, shall be  
23 entitled to said twenty percent (20%) per month upon said anniversary  
24 date.

25                  (e) Thirty (30) Years of Service - Firemen.

26                  All eligible firemen who have been appointed to the position  
27 of Captain or above and who have thirty (30) years of consecutive  
28 uninterrupted service on or before July 1, 1991, shall receive an

1 additional twenty-five percent (25%) of their base salary per month  
2 effective July 1, 1991, and every year thereafter. Employees in said  
3 position upon reaching their 30th anniversary date after July 1, 1991,  
4 shall be entitled to said twenty-five percent (25%) per month upon said  
5 anniversary date.

6 (f) Thirty (30) Years of Service - Department Heads.

7 All eligible department heads who have thirty (30) years of  
8 consecutive uninterrupted service on or before July 1, 1991, shall  
9 receive an additional twenty-five percent (25%) of their base salary  
10 per month effective July 1, 1991, and every year thereafter.

11 Department Heads upon reaching their 30th anniversary date after  
12 July 1, 1991, shall be entitled to said twenty-five percent (25%) per  
13 month upon said anniversary date.

14 (g) Twenty-Five (25) Years of Service - City  
15 Administrator.

16 The City Administrator shall be eligible upon reaching  
17 twenty-five (25) years of consecutive uninterrupted service after  
18 October 15, 1995, to receive an additional twenty-five percent (25%) of  
19 his base salary per month upon reaching his 25th anniversary date and  
20 shall be entitled to said twenty-five percent (25%) per month upon said  
21 anniversary date and every year thereafter.

22 (h) Compensation Not Cumulative.

23 Payment of the aforesaid longevity compensation shall not be  
24 cumulative and only the highest applicable longevity pay shall be  
25 paid.

26 (i) Police Employees in Group 2 on or Before June 30,  
27 1995.

28 The longevity program described in Section 9 will also apply  
to the police employees in Group 2 employed on or before June 30,

1 1995.

2 (j) Employees Employed After June 30, 1994 and  
3 Exceptions Pertaining to Police Employees in Group  
4 2.

5 All employees, except police employees in Group 2, employed  
6 on or after July 1, 1994, and police employees in Group 2 employed on  
7 or after July 1, 1995, shall only be entitled to longevity benefits  
8 provided for in Section 10.

9 **SECTION 10: LONGEVITY PROGRAM FOR EMPLOYEES.**

10 (a) Miscellaneous and Fire Employees Employed on or  
11 After July 1, 1994 - Five (5) Years of Service.

12 All eligible employees who are employed on or after July 1,  
13 1994, who attain five (5) years of consecutive uninterrupted service  
14 shall receive an additional five percent (5%) per month of their base  
15 salary. Such employees upon reaching their 5th anniversary date shall  
16 be entitled to receive said five percent (5%) per month upon said  
17 anniversary date. Further, such employees will not be entitled to  
18 receive any additional percentage increase to their base salary for  
19 further service. This subsection shall only apply to employees hired  
20 on or after July 1, 1994.

21 (b) Police Employees in Group 2 Employed on or After  
22 July 1, 1995 - Seven (7) Years of Service.

23 All employees classified in Group 2 who are employed on or  
24 after July 1, 1995, who attain seven (7) years of consecutive  
25 uninterrupted service shall receive an additional five percent (5%) per  
26 month of their base salary. Such employees upon reaching their 7th  
27 anniversary date shall be entitled to receive said five percent (5%)  
28 per month upon said anniversary date. Further, such employees will not  
be entitled to receive any additional percentage increase to their base

1 salary for further service. This subsection shall only apply to all  
2 police employees in Group 2 hired on or after July 1, 1995.

3 **SECTION 11: PERFECT ATTENDANCE.**

4 All employees except Police Officers and Sergeants in the  
5 Police Department shall be eligible to receive additional days off  
6 based upon perfect attendance in a prior period as follows:

7 (a) Ten (10) Consecutive Years.

8 All such employees who have ten (10) consecutive years of  
9 perfect attendance shall receive one (1) day off with pay. Said day  
10 off is not to be carried over and must be taken within twelve (12)  
11 months from the date the ten (10) consecutive years have been reached.

12 (b) Eleven (11) Consecutive Years.

13 All such employees who have eleven (11) consecutive years of  
14 perfect attendance shall receive two (2) days off with pay. Said days  
15 off are not to be carried over and must be taken within twelve (12)  
16 months from the date the eleven (11) consecutive years have been  
17 reached.

18 (c) Twelve (12) Consecutive Years.

19 All such employees who have twelve (12) consecutive years of  
20 perfect attendance shall receive three (3) days off with pay. Said  
21 days off are not to be carried over and must be taken within twelve  
22 (12) months from the date the twelve (12) consecutive years have been  
23 reached.

24 (d) Thirteen (13) Consecutive Years.

25 All such employees who have thirteen (13) consecutive years  
26 of perfect attendance shall receive four (4) days off with pay. Said  
27 days off are not to be carried over and must be taken within twelve  
28 (12) months from the date the thirteen (13) consecutive years have been

1 reached.

2 (e) Fourteen (14) Consecutive Years and Thereafter.

3 All such employees who have fourteen (14) consecutive years  
4 of perfect attendance and thereafter shall receive five (5) days off  
5 with pay. Said days off are not to be carried over and must be taken  
6 within twelve (12) months from the date the fourteen (14) consecutive  
7 years have been reached and within twelve months thereafter from each  
8 succeeding anniversary date of the fourteenth (14th) consecutive year  
9 if said employee still maintains perfect attendance. No employee shall  
10 receive any more than five (5) days off for perfect attendance.

11 (f) Effect of Bereavement Leave on Perfect Attendance.

12 In considering the qualification for perfect attendance only,  
13 bereavement leave will not be considered an absence.

14 **SECTION 12: VACATION AND HOLIDAY POLICIES.**

15 (a) Vacation and Holiday Policies.

16  
17 Vacation and holiday policies for employees of the City of  
18 Vernon are established and recited in Resolution No. 7649. However,  
19 employees who are absent from their positions during the applicable  
20 work day preceding or following a scheduled holiday or scheduled in  
21 lieu holiday shall not receive pay for said holiday, unless such  
22 absence is approved vacation or compensatory time.

23 (b) Entitlement to One Additional In Lieu Holiday -  
24 Police Department Employees in Group 2.

25 Employees in the classification represented by the Police  
26 Association in Group 2 shall receive during the applicable fiscal  
27 years, effective July 1, 1995, and expiring on August 31, 2005, one  
28 additional "in lieu" holiday if the City Council, during each such

1 fiscal year, provides any additional holidays to miscellaneous/general  
2 employees in addition to those holidays provided for in Resolution No.  
3 7649, Vacation and Holidays.

4 Further, pursuant to Section 5 of the Side-Letter Agreement  
5 and Section 9 of the Second Side-Letter Agreement, the additional "in  
6 lieu" holiday will be converted to ten (10) hours of additional "in  
7 lieu" holiday hours for a new total of ninety (90) hours for the  
8 applicable fiscal year.

9 **SECTION 13: DRESS AND GROOMING POLICY.**

10 The Dress and Grooming Policy for miscellaneous employees of  
11 the City of Vernon is set forth in Resolution No. 5941, as modified by  
12 a minute order of the Personnel Committee on March 2, 1998 and approved  
13 by the City Council on March 3, 1998.

14 **SECTION 14: 40 HOUR WORK WEEK.**

15 All employees of the City of Vernon shall be considered forty  
16 (40) hours per week personnel unless otherwise specified by the City  
17 Council and shall work at least forty (40) hours per week except for  
18 employees who work a nine (9) day, eighty (80) hour work schedule and  
19 employees in the Fire Department who are assigned to work twenty-four  
20 (24) hour shifts. Said employees must work their assigned schedules or  
21 shifts as consideration for the compensation provided herein.

22 **SECTION 15: FOUR DAY WORK WEEK.**

23 The City Council hereby continues the four (4) day work week  
24 for approved employees which was established on October 29, 1979, by  
25 Resolution No. 4677 adopted on October 16, 1979, in accordance with the  
26 following requirements:

27 (a) City Administrator Authority.

28 The City Administrator is authorized to approve for inclusion

1 in the four (4) day work week employees working in specific positions.

2 (b) Workday Hours.

3 Employees shall work a workday starting at 7:00 a.m. to 5:30  
4 p.m. or from 6:30 a.m. to 5:00 p.m. with a half hour lunch break and  
5 two 15-minute coffee breaks. The City Administrator is authorized to  
6 assign individual employees to work the appropriate shift, upon the  
7 recommendation of the department head.

8 (c) Vacation Benefits.

9 The vacation benefits for all employees working in said four  
10 (4) day work week program are provided in Resolution No. 7649.

11 (d) Closure on Holidays.

12 Holiday benefits for all employees are provided in Resolution  
13 No. 7649.

14 (e) Overtime.

15 Any and all approved overtime worked by all City employees in  
16 all departments shall be earned and paid in one-fourth hour increments.

17 (f) Lieutenants and Police Captain.

18 The City Council of the City of Vernon hereby affirms the  
19 inclusion of plain clothes Lieutenants and Police Captain in the 4/10  
20 work plan pursuant to its approval on September 21, 1999.

21 **SECTION 16: COMPUTATION OF PAY.**

22 For all officers and employees except twenty-four (24) hour  
23 shift Fire Department employees, an hourly rate computed in accordance  
24 with Schedule I shall be used for pay purposes. The monthly amounts  
25 stated in Schedule II are for comparative purposes only. The latter  
26 equivalents assume that the total scheduled hours are worked or taken  
27 as excused paid leave, vacation or holidays. Unexcused leave hours  
28 shall not be included for the purpose of computing pay.



1                   (a)    Hourly Employees.

2                   All employees other than twenty-four (24) hour shift Fire  
3 Department employees, the City Administrator/City Clerk, and the  
4 members of the City Council shall be paid on an hourly basis. The  
5 employee shall be paid the amount computed by multiplying the hourly  
6 salary rate by the number of hours worked or taken as excused paid  
7 leave or holiday. The total hours to be paid shall be certified by the  
8 Department Head each pay period prior to payment. Such certification  
9 shall be in a form approved by the City Administrator.

10                   (b)    24-Hour Shift Fire Department Employees.

11                   Fire Department personnel who serve on a twenty-four (24)  
12 hour shift would be paid a widely fluctuating amount each pay period if  
13 they were paid for hours actually worked; therefore, such employees  
14 shall be paid for the average number of hours in a two (2) week period,  
15 one hundred and twelve (112) hours. Exceptions for leave without pay  
16 hours shall be reported and deducted from the average when pay is  
17 computed. The "Exception Report" shall be in a form approved by the  
18 City Administrator.

19                   (c)    City Administrator/City Clerk, and the Members of  
20                   the City Council.

21                   The City Administrator/City Clerk, and the members of the  
22 City Council shall be paid biweekly pursuant to Section 4 of Schedule  
23 I.

24                   (d)    Leave Without Pay.

25                   "Leave without pay" as used in this section shall include,  
26 without being limited to, leaves of absence, suspensions, and employees  
27 whose employment commences or terminates during a pay, salary or wage  
28 period.

1                   (e)    Exception to Leave Without Pay.

2                   As an exception to the general rules for deductions or loss  
3 of pay for "leave without pay" as defined, a Department Head may, for  
4 good cause as determined by such Department Head, certify for full pay  
5 an employee who has been absent during a pay, salary or wage period.

6                   Whenever a Department Head certifies for pay an employee who  
7 has been absent, he shall submit to the City Administrator/City Clerk  
8 an employee signed absence form showing the reason for such absence,  
9 length of service with the City, and total number of hours absent. The  
10 approval of pay for employees for absent time shall remain in the sole  
11 discretion of the City Council.

12                   (f)    Return to Work.

13                   Any employee who has been absent from work for three (3)  
14 days in a twelve-month period, with or without pay, due to injury or  
15 illness, may not return to work unless the employee provides a release  
16 from a physician or other health care provider ("doctor") designated  
17 by the City. The City, at its discretion, may require an employee to  
18 obtain a release from the City's designated doctor when the employee  
19 has been absent from work due to illness or injury for fewer than four  
20 (4) days in a twelve-month period. An employee who has been under the  
21 care and treatment of his or her own doctor during such absence from  
22 work must obtain a release for return to work from that doctor before  
23 seeing the City's designated doctor. The acceptance of the return-to-  
24 work of an employee shall remain in the sole discretion of the City  
25 Council.

26                   (g)    Bereavement Leave.

27                   At the discretion of the City Administrator, full-time  
28 regular employees may be determined eligible for bereavement leave

1 with pay for the death of an immediate family member, a person related  
2 by adoption, or marriage. In order to be eligible for such leave,  
3 employee shall give advance notice to his or her immediate supervisor  
4 or Department Head and shall provide any information necessary to  
5 support such request. Bereavement leave may be granted, if necessary,  
6 and if granted, shall not exceed the following number of days for any  
7 one occurrence:

- 8                                   1) three (3) days for those employees working a  
9 5/80 work week;
- 10                                   2) two (2) days for those employees working a  
11 4/10 work week;
- 12                                   3) one (1) day for those employees working a 12  
13 hour day; and
- 14                                   4) one (1) Shift Off for 24-hour fire personnel.

15 **SECTION 17: AUTOMOBILE ALLOWANCES.**

16                                   (a) Exceptions to Allowance.

17                                   Wherever an allowance is made to any officer or employee for  
18 the use of his personal automobile, such an allowance shall not be  
19 payable whenever the employee is on vacation, leave of absence, or sick  
20 leave the entire calendar month, unless otherwise specified by the City  
21 Council.

22                                   (b) Personal Vehicle Allowance.

23                                   Employees who, with Department Head approval, use their  
24 personal automobile during the performance of their assigned duties  
25 shall be compensated with an automobile allowance as provided for  
26 herein. In the event that the automobile allowance for a particular  
27 month provides less than thirty cents (30¢) a mile reimbursement or, if  
28 no automobile allowance is provided, then the employee shall receive a

1 sum equal to thirty cents (30¢) a mile for reimbursement  
2 for use of his personal automobile and said sum shall be based upon  
3 actual miles traveled by said automobile.

4 (c) Mileage Reimbursement.

5 Whenever a Department Head certifies for reimbursement on the  
6 basis of mileage, he shall submit to the City Administrator/ City Clerk  
7 a statement of the reason for paying such employee such mileage  
8 reimbursement.

9 **SECTION 18: CITY COUNCIL POLICY STATEMENTS.**

10 The City Council hereby makes the following statements of  
11 policy in addition to the statements of policy previously made in other  
12 sections herein concerning the implementation of the salary provisions  
13 and classifications set forth herein:

14 (a) New Employees.

15 New employees shall start at the bottom step in the salary  
16 range for their respective positions unless it is determined that  
17 qualified applicants are not available at the salary specified for the  
18 first step or grade, or that a specific applicant has special  
19 qualifications justifying a higher starting rate beyond the first step  
20 or grade. New employees starting at the beginning step or grade may be  
21 advanced to the second step or grade of their salary range and said  
22 advancement shall be effective on the first day of the biweekly pay  
23 period next following the satisfactory completion of their evaluation  
24 period which is hereby fixed at twelve (12) months, unless otherwise  
25 authorized by the City Administrator.

26 (b) Evaluation Period.

27 Section 1 declares that it is the intent of the City Council  
28 to reserve unto the City Council, complete and exclusive discretion to

1 determine matters relating to discharge, suspension or other matters of  
2 discipline of all employees in conformance with its long standing view  
3 and policy that all employees of the City of Vernon serve at the will  
4 and pleasure of the City Council. Consistent with this policy, the City  
5 Council requires all City employees to serve a one (1) year minimum  
6 evaluation period during which new employees receive regular training  
7 and regular monthly evaluations which provide continuous information on  
8 their job performance.

9         During the evaluation period, all employees will undergo a  
10 program of regular training and formal monthly reviews for a minimum of  
11 one (1) full year from their date of hire. After completion of the  
12 evaluation period, the employee will receive formal evaluations on an  
13 annual basis and will remain subject to informal evaluations on an as-  
14 needed basis.

15         The purpose of the evaluation period is to give the City an  
16 opportunity to monitor and evaluate the abilities of all new employees.  
17 The evaluation period is not intended to provide or lead to any  
18 property rights to employment. All City employees will continue to  
19 maintain their at-will employment status both during and after the  
20 evaluation period. Consistent with their at-will status, all employees  
21 will remain subject to discipline and termination, without cause, at  
22 the sole discretion of the City Council.

23         All resolutions, policy manuals, employment agreements, job  
24 fliers, and any other relevant documents, shall be changed to make the  
25 description of the employee's first year of employment consistent with  
26 this Section. To the extent that any City documents can be interpreted  
27 as being inconsistent with this Section, it is the intent of the City  
28 Council that this Section shall prevail.

1                                   (c)    Promotion or Merit Increase in Grade.

2                                   Promotions to higher positions or merit salary increases to  
3 higher steps are considered to be increases on the basis of merit only  
4 and shall be awarded to employees as recognition for satisfactory  
5 service. The promotion or increase in grade shall remain in the sole  
6 discretion of the City Council and shall only be considered upon  
7 receiving a recommendation from a Department Head or the City  
8 Administrator which would support recognition by the City Council of  
9 the services performed by the employees.

10                                   (d)    Effective Date of Promotions.

11                                   Promotions to the next step or grade, if granted, of the  
12 employee's respective salary range shall be effective not earlier than  
13 the first day of the biweekly pay period next following the completion  
14 of satisfactory service and the authorization of said promotion, unless  
15 otherwise authorized by the City Administrator.

16                                   (e)    No Reduction of Pay by Promotion.

17                                   The promotion of an employee shall not result in reduction of  
18 pay, and the employee being promoted shall be classified in such manner  
19 that he receives the same or more pay for the position to which he is  
20 promoted.

21                                   (f)    General Wage and Salary Policy.

22                                   This resolution expresses the general wage and salary policy  
23 of the City of Vernon, and in conjunction with the accompanying working  
24 conditions for the employees of the City of Vernon now existing, it is  
25 deemed to be fair and adequate. It is not anticipated that adjustments  
26 in said salary scales will be necessary, except as to cases involving  
27 additional responsibilities, exceptional merits, or other special  
28 circumstances.

1                   (g) Compensatory Time For Travel.

2                   Compensatory time or pay will not be granted for travel to  
3 attend business meetings, conferences, seminars and/or training  
4 sessions that extend beyond regular business hours of employees.

5 **SECTION 19: FAIR LABOR STANDARDS ACT.**

6                   The City Council reaffirms its implementation of the FLSA for  
7 City employees, except for Police Sergeants and Police Officers, which  
8 are provided for in Resolution No. 5265, and further provide that  
9 Section 3 (e) (2) (c) of the FLSA excludes from the definition of  
10 "employee", and thus from coverage, certain individuals employed by  
11 public agencies. This exclusion applies to elected officials, their  
12 immediate advisors, and certain individuals whom they appoint or select  
13 to serve in various capacities. In addition, the 1985 Amendments  
14 exclude employees of legislative branches of State and local  
15 governments.

16 **SECTION 20: DEPARTMENT OF COMMUNITY SERVICES & WATER:**

17                   (a) Certificate of Registration.

18                   Each employee serving as a Civil Engineer must possess a  
19 valid Certificate of Registration as a Civil Engineer, which document  
20 is issued by the California State Board for Civil and Professional  
21 Engineers.

22                   (b) Personal Vehicle Allowance.

23                   In addition to said salaries as set forth in Schedule II,  
24 Exhibit "B," certain individuals serving in specified classifications  
25 shall receive, when using their own motor vehicle in the service of the  
26 City, an additional sum per month as provided for in Schedule III,  
27 Exhibit "C."

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(c) Responsibility For Upkeep of Vehicle.

The City shall not be responsible for repairs or any additional costs for upkeep, fuel, lubrication, replacement in whole or in part, or other expenses in connection with any such vehicle beyond the respective amounts set forth in Schedule III, Exhibit "C."

(d) Additional Hours Worked.

All employees in the Department of Community Services & Water, except the Director of Community Services & Water, Civil Engineer(s) and those in supervisory positions required to work hours in addition to their regular forty (40) hour work week (excluding any time off during such week), shall be compensated for such additional hours worked.

(e) Dispatchers.

The Systems Manager, Systems Supervisor and Systems Coordinator I and II shall serve as Dispatchers in the Water Department and the compensation for said positions is included in the compensation established for the positions in the Utilities Department, Schedule II, Exhibit "B."

**SECTION 21: UTILITIES DEPARTMENT:**

(a) Compensation of Certain Positions - City Administrator/City Clerk Department.

The compensation for the following positions are included in the compensation established for said position in the City Administrator/ City Clerk Department, Schedule II, Exhibit "B."

(1) **Chief Executive Officer.**

The City Administrator/City Clerk shall serve as the Chief Executive Officer of the Utilities Department.

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(2) **Accountant.**

An Accountant in the City Administrator/City Clerk Department shall also serve as the Accountant in the Utilities Department.

(3) **Account Clerk.**

The Account Clerk in the City Administrator/City Clerk Department shall also serve as the Account Clerk in the Utilities Department.

(b) Personal Vehicle Allowance.

In addition to said salaries as set forth in Schedule II, Exhibit "B," certain individuals serving in specified classifications shall receive, when using their own motor vehicle in the service of the City, an additional sum per month as provided for in Schedule III, Exhibit "C."

(c) Responsibility For Upkeep of Vehicle.

The City shall not be responsible for repairs or any additional costs for upkeep, fuel, lubrication, replacement in whole or in part, or other expenses in connection with any such vehicle beyond the respective amounts set forth in Schedule III, Exhibit "C."

(d) Additional Hours Worked.

All employees in the Utilities Department, except the Director of Utilities, Assistant Director of Engineering & Operations, Assistant Director of Resource Management, Customer Service Manager, Resource & Project Planning Manager, and Systems Manager, required to work hours in addition to their regular forty (40) hour work week (excluding any time off during such week) shall be compensated for such additional hours worked.

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1 SECTION 22: FIRE DEPARTMENT:

2 (a) Fire Science Certificate.

3 All employees who hold a Fire Science Certificate or have  
4 completed courses equivalent thereto shall receive an additional two  
5 and one half percent (2 1/2%) per month of their base salary after  
6 satisfactory completion of their evaluation period.

7 (1) AA or AS Degree.

8 All employees who hold an AA or AS Degree in Fire Science or  
9 Fire Technology with completion of five (5) years of uninterrupted  
10 service with the Fire Department shall receive an additional two and  
11 one half percent (2 1/2%) per month of their base salary.

12 (b) Overtime.

13 Fire Department personnel, with the exception of the Fire  
14 Chief and Battalion Chiefs, shall be paid for overtime worked as  
15 certified to by the Fire Chief and approved by the City Administrator  
16 for the following reasons:

17 (1) Disasters.

18 Disasters such as major fires, civil disturbances, and other  
19 emergency situations.

20 (2) Extraordinary Circumstances.

21 Extraordinary circumstances requiring more than ordinary law  
22 enforcement or fire protection staffing.

23 (c) 10-Hour Personnel-Additional Work.

24 Eligible 10-hour Fire Department personnel shall be paid for  
25 such additional work at their assigned hourly rate.

26 (d) 24-Hour Shift Overtime.

27 For computation of overtime worked, eligible 24-hour (shift)  
28 personnel shall be paid at their assigned hourly rate which has been

1 computed upon 2,912 hours per year.

2 (e) Uniform Allowance.

3 Vernon shall provide a uniform allowance as specified in  
4 Schedule IV, Exhibit "D," for the 2001-2002 fiscal year of Vernon, for  
5 the purchase of Uniforms and related equipment.

6 (f) Personal Vehicle Allowance.

7 In addition to said salaries as set forth in Schedule II,  
8 Exhibit "B," certain individuals serving in specified classifications  
9 shall receive, when using their own motor vehicle in the service of the  
10 City, an additional sum per month as provided for in Schedule III,  
11 Exhibit "C."

12 (g) Merit Step.

13 All firefighters hired as of June 26, 1989, or later, shall  
14 start at the bottom step in the salary range and shall be eligible for  
15 an initial merit step increase on a merit basis after six (6) months of  
16 satisfactory continuous service. However, said firefighters shall  
17 still be required to satisfactorily complete an evaluation period of at  
18 least twelve (12) months. All merit step increases after the first  
19 increase shall be at twelve (12) month intervals in accordance with  
20 Section 18 (c).

21 (h) Haz Mat Pay.

22 In addition to said salaries as set forth in Schedule II,  
23 Exhibit "B," each Haz Mat team member (33 members) shall receive an  
24 additional Fifty Dollars (\$50.00) per month. Said payment shall not be  
25 considered to be part of the employee's base monthly salary when  
26 computing fire science certificate incentives or AA or AS degree  
27 incentives.

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1 **SECTION 23: POLICE DEPARTMENT:**

2 (a) MOU.

3 For purposes of this resolution, all of the provisions in the  
4 MOU dated March 1, 1988, adopted by the City Council of the City of  
5 Vernon on March 15, 1988, pursuant to Resolution No. 5489, as extended  
6 by a Side-Letter Agreement effective October 6, 1991, approved by the  
7 City Council of the City of Vernon on January 21, 1992, pursuant to  
8 Resolution No. 6001, and Second Side-Letter Agreement approved by the  
9 City Council of the City of Vernon on October 5, 1993, pursuant to  
10 Resolution No. 6258, the Third Side-Letter Agreement approved by the  
11 City Council of the City of Vernon on July 11, 1995, pursuant to  
12 Resolution No. 6656, and the Fourth Side-Letter Agreement, approved by  
13 the City Council of the City of Vernon on September 2, 1997, pursuant  
14 to Resolution 7009 are referenced herein as though fully set forth at  
15 length.

16 (b) Overtime.

17 Police Department personnel, with the exception of the Police  
18 Chief, the Police Captain and Plain Clothes Lieutenants, shall be paid  
19 for overtime work as certified to by the Police Chief and approved by  
20 the City Administrator for the following reasons:

21 (1) Disasters:

22 Disasters such as major fires, civil disturbances, and other  
23 emergency situations.

24 (2) Extraordinary Circumstances.

25 Extraordinary circumstances requiring more than ordinary law  
26 enforcement or fire protection staffing.

27 (c) Court Appearances.

28 Employees in the classifications represented by the Police

1 Association in Group 2 shall be compensated for court appearances in  
2 the line of duty outside regular scheduled duty hours as specified in  
3 Schedule V, Exhibit "E."

4 (1) **Court Day Defined.**

5 Any employee shall be deemed to have served a full court day  
6 appearance if the employee is required to appear at the morning session  
7 of the court and has to return on the same day after the noon recess of  
8 the court. Otherwise, an appearance during the morning session or the  
9 afternoon session only shall be considered a half court day.

10 (d) **Standby Status.**

11 In addition, Police Sergeants and Police Officers shall be  
12 compensated for standby status as specified in Schedule V, Exhibit "E."

13 (e) **Payment of Incentive Compensation Peace Officers'**  
14 **Standard Training Certificate**

15 Employees in the classifications represented by the Police  
16 Association in Group 2 who have completed their evaluation period shall  
17 be entitled to peace officers' standard and training certificate  
18 incentive pay as follows:

19 (1) **POST Intermediate Certificate.**

20 Two and one-half percent (2 1/2%) of the employee's base  
21 monthly salary excluding all other compensation for the employees  
22 earning and possessing a POST intermediate certificate.

23 (2) **POST Advanced Certificate.**

24 Five percent (5%) of the employee's base monthly salary  
25 excluding all other compensation for the employees earning and  
26 possessing a POST advanced certificate.

27 (3) **Incentive Compensation.**

28 Payment of the aforesaid incentive compensation shall not be

1 cumulative and only the highest applicable incentive pay shall be paid.  
2 Incentive pay shall be payable the month following the month during  
3 which the certificate is received, or the month following completion of  
4 the employee's evaluation period, whichever is latest.

5 (f) Field Training Officers.

6 Police officers assigned by the Chief of Police, or his  
7 designee, as Field Training Officers shall receive a differential of  
8 five percent (5%) of their base salary for the period so assigned.  
9 Each officer assigned as a Field Training Officer shall complete a  
10 P.O.S.T. approved Field Training Officer School prior to assignment.  
11 The number of field training officers, qualifications, and training for  
12 such assignment shall be determined by the Chief of Police. Such  
13 assignment shall be revoked at any time without recourse to the  
14 disciplinary procedure.

15 (g) Personal Vehicle Allowance.

16 In addition to said salaries as set forth in Schedule II,  
17 Exhibit "B," certain individuals serving in specified classifications  
18 shall receive, when using their own motor vehicle in the service of the  
19 City, an additional sum per month as provided for in Schedule III,  
20 Exhibit "C."

21 (h) Personal Vehicle Use and Maintenance.

22 When authorized in advance by the City Council, in addition  
23 to the salaries indicated in Schedule II, Exhibit "B," each Police  
24 Officer shall receive an additional sum per month as provided for in  
25 Schedule III, Exhibit "C," for his automobile if used in the service of  
26 or engaged for the use of the City. This allowance is for the use and  
27 maintenance of said motor equipment.

28 / / /

1                   (i)    Uniform Allowance:

2                   Vernon shall provide a uniform allowance as specified in  
3 Schedule IV, Exhibit "D," for the 2001-2002 fiscal year of Vernon, for  
4 the purchase of Uniform and related equipment.

5                   (j)    Merit Steps.

6                   Promotions or salary increases to higher grades are merit  
7 steps only and shall be available to employees as recognition and  
8 reward for satisfactory service after one (1) year in service at  
9 present grade. The promotion or salary increase to said higher grade  
10 shall remain in the sole discretion of the City Council.

11                   (k)    Anniversary Date.

12                   Notwithstanding the above provisions, any person employed in  
13 a position of Police Officer, Step 6, shall be appointed to Step 5 upon  
14 his/her successful completion in an assigned training academy and any  
15 person employed in a position of Police Officer, Step 5, shall be  
16 appointed to Step 4 after serving at least six (6) months in the field  
17 and upon receiving a merit evaluation of high competent. Any person  
18 who qualifies for said increase shall have his/her anniversary date for  
19 future merit increases established as of the date said officer is first  
20 appointed to said grade.

21                   (l)    Detective Assignment.

22                   In the event a Police Officer or a Sergeant is assigned to  
23 the detective division, he/she shall receive premium pay equal to One  
24 Hundred Seventy-Five Dollars (\$175.00) per month and the premium pay  
25 shall not be considered to be part of the employee's base monthly  
26 salary when computing peace officers standards and training certificate  
27 incentives. However, only one (1) Detective Sergeant, whose duties are  
28 to investigate criminal activity, shall be eligible for said One

1 Hundred Seventy-Five Dollars (\$175.00) premium pay.

2 (m) Patrol Personnel.

3 Patrol personnel shall work a ten (10) hour shift. The first  
4 one-half hour shall be used for briefing and training purposes. Lunch  
5 time equal to one-half hour (Code 7) shall be part of the shift and is  
6 only compensable if actually interrupted for purposes of an emergency  
7 service call or not allowed. If Code 7 is interrupted for an emergency  
8 service call or Code 7 is not allowed, the officer will be compensated  
9 for one-half hour straight time or be granted one-half hour Code 7 time  
10 at a later part of his/her shift. An officer who elects additional  
11 compensation shall not be granted additional Code 7 time during his/her  
12 shift. The current method of scheduling and utilizing Code 7 time,  
13 with the exceptions stated above shall continue.

14 (n) Experimental 4/10 Plan.

15 The City Council hereby continues the experimental 4/10 Plan  
16 for approved employees which was established by minute order on  
17 October 6, 1991, and further authorized by Resolution No. 6001 adopted  
18 on January 21, 1992, as amended by the Second Side Letter Agreement  
19 adopted by Resolution No. 6258 on October 5, 1993, in accordance with  
20 the provisions specified therein.

21 (o) Tuition Reimbursement.

22 All employees in the classification represented by the  
23 Police Association in Group 2 shall be entitled to receive at the City  
24 Council's sole discretion the same benefit under the educational  
25 assistance program as is provided for miscellaneous city employees.  
26 The receipt by one employee of such reimbursement is not to be  
27 considered a precedent and shall not require the approval by the City  
28 Council of a different employee's request for similar reimbursement.



1                   **SECTION 24: CITY ADMINISTRATOR/CITY CLERK DEPARTMENT:**

2                   **(a) Personal Vehicle Allowance.**

3                   In addition to said salaries as set forth in Schedule II,  
4 Exhibit "B," certain individuals serving in specified classifications  
5 shall receive, when using their own motor vehicle in the service of the  
6 City, an additional sum per month as provided for in Schedule III,  
7 Exhibit "C."

8                   **(b) Personal Vehicle Use and Maintenance.**

9                   The City shall not be responsible for repairs or any  
10 additional costs for upkeep, fuel, lubrication, replacement in whole or  
11 in part, or other expenses in connection with any such vehicle beyond  
12 the respective amounts set forth in Schedule III, Exhibit "C."

13                   **(c) Additional Work Compensation.**

14                   All personnel in the City Administrator/City Clerk  
15 Departments, except the City Administrator/City Clerk, the Director of  
16 Environmental Health, and those in supervisory positions required to  
17 work hours in addition to their regular forty (40) hour work week  
18 (excluding any time off during such work week) shall be compensated for  
19 such additional hours worked.

20                   **(d) City Administrator/City Clerk Vehicle and Expenses.**

21                   The City Administrator/City Clerk shall be provided a vehicle  
22 and the City shall pay all expenses of said operation including cost of  
23 upkeep, fuel, lubrication, insurance, and other reasonable expenses, in  
24 addition to his salary provided for in Schedule II, Exhibit "B."

25                   **(e) PERS Long-Term Health Care Benefit.**

26                   The City shall provide a PERS long-term health care benefit  
27 with comprehensive lifetime inflation protection for the City  
28 Administrator and his spouse at no cost to them and said benefit shall

1 be in conjunction with their PERS membership.

2 **(f) City Administrator/City Clerk Benefits.**

3 In addition to the salary provided for in Schedule II,  
4 Exhibit "B," and the benefits provided for herein, the City  
5 Administrator/City Clerk shall be provided the following:

6 **(1) Medical and Dental Expenses.**

7 One hundred percent (100%) of all medical and dental expenses  
8 to be paid by the City after insurance has paid. In addition, upon  
9 retirement and with at least twenty-five (25) years of continuous  
10 uninterrupted service, (i) the City will pay the insurance premium for  
11 the City's medical and dental insurance program for both the City  
12 Administrator/City Clerk as well as his spouse and (ii) the City will  
13 continue to pay one hundred percent (100%) of all medical and dental  
14 expenses after insurance has paid.

15 **(2) Employee Activity Expense Reimbursement**

16 Reimbursement for all expenses incurred for sponsorship and  
17 participation in employee activities such as sports leagues (softball,  
18 basketball, etc.).

19 **(3) Executive Leave.**

20 Twenty-four (24) days of executive leave effective  
21 July 1, 2001.

22 **(4) ICMA Retirement.**

23 The City shall deposit the sum of \$8,500.00, the maximum  
24 amount allowed by law, on January 1 of 2002 to the ICMA Retirement  
25 Corporation as deferred compensation, all of said amount shall be  
26 credited to his individual account, and said \$8,500.00 shall be  
27 deposited each and every year thereafter on or about January 1 for as  
28 long as employee is employed by the City.

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**(5) IRA Account.**

The City, who opened an IRA account and deposited the sum of \$2,000.00 effective January 1, 1986, shall deposit the sum of \$2,000.00 effective January 1, 2002, and said \$2,000.00 shall be deposited each and every year thereafter on or about January 1 for as long as employee is employed by the City.

**(6) Vacation.**

Eight (8) additional vacation days in addition to the vacation benefits provided for pursuant to Resolution No. 7649.

**(7) Unused Vacation/Executive Leave.**

Any unused vacation and/or executive leave days off can be carried over from year-to-year for a maximum of two (2) years. In the event that said accumulated vacation and/or executive leave time is not used in the two-year accumulation period, then the City shall pay him for any such time not used at double time.

**(8) Membership in Country Club.**

The City shall maintain a membership for him.

**(9) Automobile Insurance.**

The City shall pick up his portion of the automobile insurance.

**(10) Limousine Service.**

Continued use of limousine service for personal and business use as needed.

**(11) Hours of Work.**

The hours of work to be as necessary.

**(12) League of California Cities and/or California Contract Cities Association's Educational Tour.**

The City shall pay time and expense allowance for attendance

1 at the annual League of California Cities and/or the California  
2 Contract Cities Association's educational tour each year.

3 **(13) Life Insurance.**

4 The City shall pay the cost of a life insurance policy to  
5 equal the sum of \$500,000.00.

6 **SECTION 25: CITY COUNCIL DEPARTMENT:**

7 **(a) PERS Long-Term Health Care Benefit.**

8 The City shall provide a PERS long-term health care benefit  
9 with comprehensive lifetime inflation protection for the City  
10 Councilmembers and their spouses at no cost to them.

11 **(b) Longevity Program.**

12 City Councilmembers shall be provided the following:

13 **(1) Five (5) Years of Service.**

14 All eligible Councilmembers who have five (5) years of  
15 consecutive uninterrupted service on or before July 1, 2001, shall  
16 receive an additional five percent (5%) per month of their base salary  
17 upon reaching their 5th anniversary date and every year thereafter  
18 shall be entitled to said five percent (5%) per month upon reaching  
19 said anniversary date until reaching the next eligible level of  
20 service.

21 **(2) Ten (10) Years of Service.**

22 All eligible Councilmembers who have ten (10) years of  
23 consecutive uninterrupted service on or before July 1, 2001, shall  
24 receive an additional ten percent (10%) per month of their base salary  
25 upon reaching their 10th anniversary date and every year thereafter  
26 shall be entitled to said ten percent (10%) per month upon reaching  
27 said anniversary date until reaching the next eligible level of  
28 service.

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**(3) Fifteen (15) Years of Service.**

All eligible Councilmembers who have fifteen (15) years of consecutive uninterrupted service on or before July 1, 2001, shall receive an additional fifteen percent (15%) per month of their base salary upon reaching their 15th anniversary date and every year thereafter shall be entitled to said fifteen percent (15%) per month upon reaching said anniversary date until reaching the next eligible level of service.

**(4) Twenty (20) Years of Service.**

All eligible Councilmembers who have twenty (20) years of consecutive uninterrupted service on or before July 1, 2001, shall receive an additional twenty percent (20%) per month of their base salary upon reaching their 20th anniversary date and every year thereafter shall be entitled to said twenty percent (20%) per month upon reaching said anniversary date until reaching the next eligible level of service.

**(5) Twenty-Five (25) Years of Service.**

The members of the City Council shall be eligible upon reaching twenty-five (25) years of consecutive uninterrupted service after September 8, 2000, to receive an additional twenty-five percent (25%) of their base salary per month upon reaching their 25th anniversary date and shall be entitled to said twenty-five percent (25%) per month upon said anniversary date and every year thereafter.

**(c) Compensation.**

In accordance with Article III, Section 11 of the Charter of the City of Vernon, the City Council hereby establishes the following compensation for Councilmembers set forth in Schedule II, Exhibit "B":

/ /

1 **(1) Expense Reimbursement.**

2 Each Councilmember as reimbursement for actual and necessary  
 3 expenses incurred in the performance of their official duties as  
 4 members of the City Council shall be paid \$450.00 per month.

5 **(2) Attendance Allowance.**

6 (a) To each Councilmember a per meeting  
 7 attendance allowance for the following meetings and/or other required  
 8 or miscellaneous meetings or negotiations when the Councilmember  
 9 devotes two (2) hours or less, including travel time for said meetings,  
 10 shall be paid as follows:

11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28
		<u>Name of Committees,</u>		<u>Commissions, Boards</u>		<u>Amount Per Meeting</u>											
		Personnel Committee				\$ 50.00											
		Finance Committee				\$100.00											
		Police/Fire Commission				\$ 50.00											
		Redevelopment Agency - not to exceed 4 meetings per month				\$ 30.00											
		Industrial Development Authority				\$ 50.00											
		Southeast Community Development Corporation				\$100.00											
		East Los Angeles College Community Task Force Cities				\$100.00											
		Southeast Water Coalition Alternate				\$100.00											
		Board Meetings of Water Replenishment District of Southern California				\$100.00											
		Committee Meetings of Water Replenishment District of Southern California				\$100.00											

1 Board Meetings of Central Basin \$100.00  
 2 Municipal Water District  
 3  
 4 Committee Meetings of Central \$100.00  
 5 Basin Municipal Water District  
 6 Southeast Cities Traffic \$100.00  
 7 Improvement Authority -  
 8 (Slauson Avenue/710 Freeway  
 9 Interchange Project) Director  
 10 and Alternate  
 11  
 12 Committee Meetings of the \$100.00  
 13 Alameda Corridor Transportation  
 14 Authority

10 (b) To each Councilmember a per meeting  
 11 attendance allowance for all other miscellaneous meetings or  
 12 negotiations and any meetings referred to above where the Councilmember  
 13 devotes a period of time which exceeds two (2) hours, including travel  
 14 time for said meetings, shall be paid as follows:  
 15 For meetings exceeding two (2) hours but not  
 16 exceeding one-half (1/2) day [(4) four hours] \$ 250.00  
 17 For meetings which exceed one-half (1/2) day \$ 500.00  
 18  
 19 (c) A Councilmember shall only be entitled to  
 20 the attendance allowance for a meeting pursuant to either (a) or (b)  
 21 and shall not receive an allowance under (a) and (b) for the same  
 22 meeting.

22 **SECTION 26: Repeal of Certain Resolutions.**

23 All resolutions, or parts of resolutions not consistent with  
 24 or in conflict with this resolution, specifically Resolution Nos. 7562,  
 25 7604, 7687 and 7739 are hereby repealed.

26 // /  
 27 // /  
 28 // /

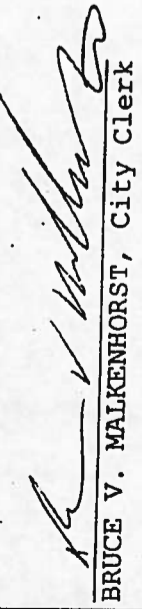
1 **SECTION 27: Certification of Passage.**

2 The City Clerk of the City of Vernon shall certify to the  
3 passage of this resolution and thereupon and thereafter the same shall  
4 be in full force and effect.

5 APPROVED AND ADOPTED this 27<sup>th</sup> day of June, 2001.

7  
8   
9 LEONIS C. MALBURG, Mayor

10 ATTEST:

11   
12 BRUCE V. MALKENHORST, City Clerk

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1 STATE OF CALIFORNIA )

) ss

2 COUNTY OF LOS ANGELES )

3  
4 I, BRUCE V. MALKENHORST, City Clerk of the City of Vernon, do  
5 hereby certify that the foregoing Resolution, being Resolution No.

6 7796, was duly adopted by the City Council of the City of Vernon at an  
7 adjourned regular meeting of the City Council duly held on Wednesday,

8 June 27, 2001, and thereafter was duly signed by the Mayor of the City  
9 of Vernon.

10  
11   
12 BRUCE V. MALKENHORST, City Clerk

13 (SEAL)

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# EXHIBIT A

COV-MALSR 00013271

**SCHEDULE I**

1 Providing for an hourly rate for all officers and employees.  
2  
3 of the City of Vernon, and setting forth the formula by which the  
4 monthly rate stated on succeeding schedules be converted to an hourly  
5 rate. It is the intention that all pay is earned at an hourly rate and  
6 paid at an hourly rate. The monthly rate shall be used for comparative  
7 purposes only.

SECTION 1: TWENTY-FOUR (24) HOUR SHIFT PERSONNEL.

- 8 (a) The stated "monthly rate" multiplied by 12 equals the
- 9 "annual rate";
- 10 (b) The "annual rate" divided by 2,912 equals the "hourly
- 11 rate";
- 12 (c) The "hourly rate" multiplied by 112 equals the "biweekly
- 13 rate";
- 14 (d) Payments shall be made for the biweekly amount less
- 15 reported unpaid absences deducted at the hourly rate.
- 16

SECTION 2: FORTY (40) HOUR WEEK PERSONNEL.

- 17 (a) The stated "monthly rate" multiplied by 12 equals the
- 18 "annual rate";
- 19 (b) The "annual rate" divided by 2,080 equals the "hourly
- 20 rate";
- 21 (c) The "hourly rate" multiplied by 80 equals the "biweekly
- 22 rate";
- 23 (d) Payments shall be made for reported hours eligible
- 24 for pay. Normally this will equal 80 hours. Hours reported
- 25 as unpaid absences will be excluded from the pay computations.
- 26

SECTION 3: The monthly rates referred to above are provided  
27  
28 for in Schedule II, Exhibit "B." The City Administrator shall direct

SCHEDULE I  
EXHIBIT "A"  
A - 1

1 the establishment and maintenance of files assigning an hourly rate to  
2 the employees of the City to be computed from the given monthly rates  
3 in accordance with the above formula.

4 SECTION 4: The formula provided for herein shall be used to  
5 convert the monthly rates provided for the City Administrator/City  
6 Clerk, and the City Councilmembers to biweekly amounts without  
7 considering the hours worked by said officers:

8 (a) The stated "monthly rate" multiplied by 12 equals the  
9 "annual rate"; and

10 (b) The "annual rate" divided by 26 equals the "biweekly  
11 rate."

SCHEDULE I  
EXHIBIT "A"  
A - 2

# EXHIBIT B

COV-MALSR 00013274

**SCHEDULE II**  
 0.03  
**DEPARTMENT OF COMMUNITY SERVICES & WATER**  
**SALARY SCALE**

	MONTHLY SALARY	
	STEP 8	OLD STEP 1
<b>DIRECTOR OF COMMUNITY SERVICES &amp; WATER - 2100</b>	7	11,873.00
	6	11,254.00
	5	10,667.00
	4	10,111.00
	3	9,584.00
	2	9,094.00
	1	8,610.00
		8,161.00
<b>SENIOR CIVIL ENGINEER - 2210</b>	STEP 8	STEP 1
	7	8,962.00
	6	8,495.00
	5	8,052.00
	4	7,632.00
	3	7,234.00
	2	6,857.00
	1	6,500.00
		6,161.00
<b>CIVIL ENGINEER - 2110</b>	STEP 8	STEP 1
<b>WATER OPERATIONS SUPERVISOR - 2160</b>	7	7,720.00
<b>CHIEF CODE INSPECTOR - 2140</b>	6	7,318.00
	5	6,936.00
	4	6,574.00
	3	6,231.00
	2	5,906.00
	1	5,598.00
		5,306.00
<b>PROJECT ENGINEER - 2130</b>	STEP 8	STEP 1
<b>SENIOR ELECTRICAL INSPECTOR - 4420</b>	7	6,905.00
	6	6,545.00
	5	6,204.00
	4	5,881.00
	3	5,574.00
	2	5,283.00
	1	5,008.00
		4,747.00
<b>FOREMAN - 2170</b>	STEP 8	STEP 1
	7	6,031.00
	6	5,717.00
	5	5,419.00
	4	5,136.00
	3	4,868.00
	2	4,614.00
	1	4,373.00
		4,145.00

SCHEDULE II  
 EXHIBIT "B" PAGE 1

07/01/01

SCHEDULE II  
 0.03  
 DEPARTMENT OF COMMUNITY SERVICES & WATER  
 SALARY SCALE

	STEP 8	STEP 7	STEP 6	STEP 5	STEP 4	STEP 3	STEP 2	STEP 1	MONTHLY SALARY	OLD STEP 1
ENGINEERING ASSOCIATE - 2120									5,870.00	
MECHANICAL & PLUMBING INSPECTOR - 280									5,564.00	
ELECTRICAL INSPECTOR - 2800									5,274.00	
CODE INSPECTOR - 2150									4,999.00	
BUILDING INSPECTOR - 2190									4,738.00	
									4,491.00	
									4,257.00	
									4,035.00	
UTILITYMAN I - 2290										
SECRETARY TO DIRECTOR OF COMMUNITY SERVICES - 4700	STEP 8	STEP 7	STEP 6	STEP 5	STEP 4	STEP 3	STEP 2	STEP 1	5,267.00	
ENGINEERING ASSISTANT - 2180									4,992.00	
PLANNING ASSISTANT - 2330									4,732.00	
CODE ENFORCEMENT INSPECTOR - 4460									4,485.00	
									4,251.00	
									4,029.00	
									3,819.00	
									3,620.00	
UTILITYMAN II - 2310										
SECRETARY - 4360	STEP 9	STEP 8	STEP 7	STEP 6	STEP 5	STEP 4	STEP 3	STEP 2	4,251.00	
ENGINEERING AIDE - 2300									4,028.00	
SENIOR UTILITY CLERK - 4200									3,819.00	
									3,620.00	
									3,431.00	
									3,252.00	
									3,082.00	
									2,921.00	
									2,769.00	
FIBER-OPTIC & TRAFFIC SYSTEMS MANAGER - 2250										
	STEP 8	STEP 7	STEP 6	STEP 5	STEP 4	STEP 3	STEP 2	STEP 1	8,592.00	
									8,144.00	
									7,719.00	
									7,317.00	
									6,936.00	
									6,574.00	
									6,231.00	
									5,906.00	
DEPUTY DIRECTOR OF COMMUNITY SERVICES & WATER - 2101										
	STEP 8	STEP 7	STEP 6	STEP 5	STEP 4	STEP 3	STEP 2	STEP 1	9,975.00	
									9,455.00	
									8,962.00	
									8,495.00	
									8,052.00	
									7,632.00	
									7,234.00	
									6,857.00	

SCHEDULE II  
 EXHIBIT "B" PAGE 2

7/01/01

SCHEDULE II  
 0.03  
 DEPARTMENT OF COMMUNITY SERVICES & WATER  
 SALARY SCALE

	STEP 8	STEP 7	STEP 6	STEP 5	STEP 4	STEP 3	STEP 2	STEP 1	OLD STEP 1	OLD STEP 2	OLD STEP 3	OLD STEP 4	OLD STEP 5	OLD STEP 6	OLD STEP 7	OLD STEP 8				
UTILITY MAN III - 2340 ENGINEERING AIDE III - 2390									3,432.00	3,253.00	3,083.00	2,922.00	2,770.00	2,626.00	2,489.00	2,359.00				
UTILITYMAN IV - 2380	STEP 8	7	6	5	4	3	2	1	2,771.00	2,627.00	2,490.00	2,360.00	2,237.00	2,120.00	2,009.00	1,904.00				
UTILITY CLERK - 4220	STEP 10	9	8	7	6	5	4	3	2	1	3,432.00	3,253.00	3,083.00	2,922.00	2,770.00	2,626.00	2,489.00	2,359.00	2,236.00	2,118.00
APPRENTICE MECHANIC - 2660	STEP 8	7	6	5	4	3	2	1	2,615.00	2,479.00	2,350.00	2,227.00	2,111.00	2,001.00	1,897.00	1,798.00				

HOURLY-TEMPORARY/MISCELLANEOUS

A SALARY RANGE OF \$6.25 TO \$50.00 PER HOUR IS HEREBY ESTABLISHED AND THE TEMPORARY EMPLOYEE SHALL BE ASSIGNED AN APPROPRIATE SALARY BY THE CITY COUNCIL WITHIN SAID RANGE.

SCHEDULE II  
 EXHIBIT "B" PAGE 3

7/01/01



SCHEDULE II  
 UTILITIES DEPARTMENT SALARY SCALE  
 0.03

	STEP 8	STEP 7	STEP 6	STEP 5	STEP 4	STEP 3	STEP 2	STEP 1	OLD STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8
DIRECTOR OF UTILITIES - 2101	12,464.00	11,814.00	11,198.00	10,614.00	10,061.00	9,536.00	9,039.00	8,568.00								
ASSISTANT DIRECTOR OF - 5199 ENGINEERING & OPERATIONS	10,131.00	9,603.00	9,102.00	8,627.00	8,177.00	7,751.00	7,347.00									
ASSISTANT DIRECTOR OF - 5306 RESOURCE MANAGEMENT																
RESOURCE & PROJECT - 5198 PLANNING MANAGER	8,537.00	8,092.00	7,670.00	7,270.00	6,891.00	6,532.00	6,191.00	5,868.00								
ELECTRICAL ENGINEER - 5301 RESOURCE ENGINEER - 5309	7,720.00	7,318.00	6,936.00	6,574.00	6,231.00	5,906.00	5,598.00	5,306.00								
ASSOCIATE ENGINEER - 5302 ENERGY MANAGEMENT REPRESENTATIVE-5312 SENIOR SUBSTATION TECHNICIAN - 5216	6,576.00	6,233.00	5,908.00	5,600.00	5,308.00	5,031.00	4,769.00	4,520.00	4,284.00							
ELECTRIC SERVICE PLANNER - 5204 ASSISTANT ENGINEER	5,870.00	5,564.00	5,274.00	4,999.00	4,738.00	4,491.00	4,257.00	4,035.00								

SCHEDULE II  
 EXHIBIT "B" PAGE 4

7/1/2001

SCHEDULE II  
 UTILITIES DEPARTMENT  
 SALARY SCALE

0.03  
 MONTHLY SALARY

CUSTOMER SERVICE MANAGER - 4110

STEP	MONTHLY SALARY	OLD STEP
7	7,353.00	STEP 1
6	6,970.00	2
5	6,607.00	3
4	6,263.00	4
3	5,936.00	5
2	5,627.00	6
1	5,334.00	7

GAS SYSTEMS SUPERINTENDENT - 5101

STEP	MONTHLY SALARY	OLD STEP
7	6,362.00	STEP 1
6	6,030.00	2
5	5,716.00	3
4	5,418.00	4
3	5,136.00	5
2	4,868.00	6
1	4,614.00	7

INFORMATION SYSTEM SPECIALIST I - 4380  
 ASSOCIATE RESOURCE SCHEDULER - 5102

STEP	MONTHLY SALARY	OLD STEP
8	5,419.00	STEP 1
7	5,136.00	2
6	4,868.00	3
5	4,614.00	4
4	4,373.00	5
3	4,145.00	6
2	3,929.00	7
1	3,724.00	8

CUSTOMER SERVICE REPRESENTATIVE - 4111  
 INFORMATION SYSTEM SPECIALIST II - 4380  
 LEAD METER READER - 5204

STEP	MONTHLY SALARY	OLD STEP
10	4,025.00	STEP 1
9	3,815.00	2
8	3,616.00	3
7	3,427.00	4
6	3,248.00	5
5	3,079.00	6
4	2,918.00	7
3	2,766.00	8
2	2,622.00	9
1	2,485.00	10

METER READER - 5205

STEP	MONTHLY SALARY	OLD STEP
8	3,933.00	STEP 1
7	3,728.00	2
6	3,534.00	3
5	3,350.00	4
4	3,175.00	5
3	3,008.00	6
2	2,852.00	7
1	2,703.00	8

INFORMATION SYSTEM ANALYST - 5100

STEP	MONTHLY SALARY	OLD STEP
10	5,419.00	STEP 1
9	5,136.00	2
8	4,868.00	3
7	4,614.00	4
6	4,373.00	5
5	4,145.00	6
4	3,929.00	7
3	3,724.00	8
2	3,530.00	9
1	3,346.00	10

SCHEDULE II  
 EXHIBIT "B" PAGE 5

7/1/2001

SCHEDULE II  
 UTILITIES DEPARTMENT SALARY SCALE  
 0.03  
 MONTHLY SALARY

POSITION	STEP	MONTHLY SALARY	OLD STEP	OLD MONTHLY SALARY
POWER RESOURCE COORDINATOR - 5400 ENGINEERING & OPERATIONS PROJECT MANAGER - 5197	8	7,196.00	8	6,947.00
	7	6,821.00	7	6,506.00
	6	6,465.00	6	6,128.00
	5	6,128.00	5	5,809.00
	4	5,809.00	4	5,506.00
	3	5,506.00	3	5,219.00
	2	5,219.00	2	4,947.00
	1	4,947.00	1	
SENIOR ELECTRONICS TECHNICIAN - 5315	8	6,970.00	8	6,807.00
	7	6,607.00	7	6,263.00
	6	6,263.00	6	5,936.00
	5	5,936.00	5	5,627.00
	4	5,627.00	4	5,334.00
	3	5,334.00	3	5,056.00
	2	5,056.00	2	4,792.00
	1	4,792.00	1	
ELECTRONICS TECHNICIAN - 5111	8	6,062.00	8	5,746.00
	7	5,746.00	7	5,446.00
	6	5,446.00	6	5,162.00
	5	5,162.00	5	4,893.00
	4	4,893.00	4	4,638.00
	3	4,638.00	3	4,396.00
	2	4,396.00	2	4,167.00
	1	4,167.00	1	
COMPUTER AIDED DRAFTING TECHNICIAN - 5305	9	4,485.00	9	4,251.00
	8	4,251.00	8	4,029.00
	7	4,029.00	7	3,819.00
	6	3,819.00	6	3,620.00
	5	3,620.00	5	3,431.00
	4	3,431.00	4	3,252.00
	3	3,252.00	3	3,082.00
	2	3,082.00	2	2,921.00
	1	2,921.00	1	
FACILITIES COORDINATOR - 5104 ADMINISTRATIVE ASSOCIATE - 5103	9	4,251.00	9	4,029.00
	8	4,029.00	8	3,819.00
	7	3,819.00	7	3,620.00
	6	3,620.00	6	3,431.00
	5	3,431.00	5	3,252.00
	4	3,252.00	4	3,082.00
	3	3,082.00	3	2,921.00
	2	2,921.00	2	2,769.00
	1	2,769.00	1	

SCHEDULE II  
 EXHIBIT "B" PAGE 6

7/01/01

**SCHEDULE II**  
**UTILITIES DEPARTMENT SALARY SCALE**  
 0.03

	MONTHLY SALARY	OLD
SYSTEMS MANAGER - 5200	STEP 8	7,473.00
	7	7,083.00
	6	6,714.00
	5	6,364.00
	4	6,032.00
	3	5,718.00
	2	5,420.00
	1	5,137.00
SYSTEMS SUPERVISOR - 5201	STEP 8	6,713.00
	7	6,363.00
	6	6,031.00
	5	5,717.00
	4	5,419.00
	3	5,136.00
	2	4,868.00
	1	4,614.00
SYSTEMS COORDINATOR I - 5202 RESOURCE SCHEDULER - 5308	STEP 9	6,274.00
	8	5,947.00
	7	5,637.00
	6	5,343.00
	5	5,064.00
	4	4,800.00
	3	4,550.00
	2	4,313.00
	1	4,088.00
SYSTEMS COORDINATOR II - 5203 SUBSTATION TECHNICIAN - 5212	STEP 8	4,639.00
	7	4,397.00
	6	4,168.00
	5	3,951.00
	4	3,745.00
	3	3,550.00
	2	3,365.00
	1	3,190.00
SYSTEMS COORDINATOR TRAINEE - 5203	STEP 1	2,712.00

**HOURLY-TEMPORARY/MISCELLANEOUS**

A SALARY OF \$6.25 TO \$50.00 PER HOUR IS HEREBY ESTABLISHED AND THE TEMPORARY EMPLOYEE SHALL BE ASSIGNED AN APPROPRIATE SALARY BY THE CITY COUNCIL WITHIN SAID RANGE.

SCHEDULE II  
 EXHIBIT "B" PAGE 7

7/01/01

SCHEDULE II  
 FIRE DEPARTMENT SALARY SCALE

0.03

MONTHLY SALARY

CHIEF - 1100

STEP 7	STEP 6	STEP 5	STEP 4	STEP 3	STEP 2	STEP 1
9,455.00	8,962.00	8,495.00	8,052.00	7,632.00	7,234.00	6,857.00

STEP 7	STEP 6	STEP 5	STEP 4	STEP 3	STEP 2	STEP 1
7,657.00	7,258.00	6,890.00	6,521.00	6,181.00	5,859.00	5,554.00

BATTALION CHIEF - 6120  
 ADMINISTRATIVE BATTALION CHIEF - 6220

CAPTAIN - 6130  
 ADMINISTRATIVE CAPTAIN - 6230

ENGINEER - 6150  
 ADMINISTRATIVE ENGINEER - 6250

FIREFIGHTER - 6180  
 ADMINISTRATIVE FIREFIGHTER - 6280

FIRE DEPARTMENT PERSONNEL HIRED PRIOR TO 1986

SCHEDULE II  
 EXHIBIT "B" PAGE 8

07/01/01

SCHEDULE II  
 FIRE DEPARTMENT SALARY SCALE

0.03

	STEP 7	6	5	4	3	2	1	MONTHLY SALARY	OLD STEP 1	2	3	4	5	6	7
BATTALION CHIEF - 1120															
ADMINISTRATIVE BATTALION CHIEF - 1220															
	7	6	5	4	3	2	1	7,291.00	STEP 1	2	3	4	5	6	7
								6,911.00							
								6,551.00							
								6,209.00							
								5,885.00							
								5,578.00							
								5,267.00							
CAPTAIN - 1130															
ADMINISTRATIVE CAPTAIN - 1230															
	STEP 7	6	5	4	3	2	1	6,062.00	STEP 1	2	3	4	5	6	7
								5,746.00							
								5,446.00							
								5,162.00							
								4,893.00							
								4,638.00							
								4,396.00							
ENGINEER - 1150															
ADMINISTRATIVE ENGINEER - 1250															
	STEP 7	6	5	4	3	2	1	5,089.00	STEP 1	2	3	4	5	6	7
								4,824.00							
								4,573.00							
								4,335.00							
								4,109.00							
								3,895.00							
								3,692.00							
FIREFIGHTER - 1180															
ADMINISTRATIVE FIREFIGHTER - 1280															
	STEP 7	6	5	4	3	2	1	4,341.00	STEP 1	2	3	4	5	6	7
								4,115.00							
								3,900.00							
								3,697.00							
								3,504.00							
								3,321.00							
								3,148.00							

FIRE DEPARTMENT PERSONNEL HIRED AFTER 1986

SCHEDULE II  
 EXHIBIT "B" PAGE 8B

07/01/01

SCHEDULE II

0.03

FIRE DEPARTMENT SALARY SCALE

SECRETARY - 4360	MONTHLY SALARY	
	STEP	OLD STEP
	9	1
	8	2
	7	3
	6	4
	5	5
	4	6
	3	7
	2	8
	1	9

UTILITY CLERK - 4220	MONTHLY SALARY	
	STEP	OLD STEP
	10	1
	9	2
	8	3
	7	4
	6	5
	5	6
	4	7
	3	8
	2	9
	1	10

SCHEDULE II  
 EXHIBIT "B" PAGE 9

07/01/01

SCHEDULE II

POLICE DEPARTMENT SALARY SCALE

0.03

POSITION	STEP	MONTHLY SALARY	OLD STEP	OLD SALARY
CHIEF - 3100	STEP 7	10,289.00	STEP 1	
	6	9,753.00	2	
	5	9,245.00	3	
	4	8,763.00	4	
	3	8,306.00	5	
	2	7,873.00	6	
	1	7,463.00	7	
CAPTAIN - 3110	STEP 7	8,206.00	STEP 1	
	6	7,778.00	2	
	5	7,373.00	3	
	4	6,989.00	4	
	3	6,625.00	5	
	2	6,280.00	6	
	1	5,953.00	7	
LIEUTENANT - 3120	STEP 7	6,933.00	STEP 1	
	6	6,572.00	2	
	5	6,229.00	3	
	4	5,904.00	4	
	3	5,596.00	5	
	2	5,304.00	6	
	1	5,027.00	7	
RECORDS MANAGER - 4270	STEP 7	5,773.00	STEP 1	
	6	5,472.00	2	
	5	5,187.00	3	
	4	4,917.00	4	
	3	4,661.00	5	
	2	4,418.00	6	
	1	4,188.00	7	
ASSISTANT RECORDS MANAGER - 4271 POLICE SECRETARY - 3170	STEP 9	4,251.00	STEP 1	
	8	4,029.00	2	
	7	3,819.00	3	
	6	3,620.00	4	
	5	3,431.00	5	
	4	3,252.00	6	
	3	3,082.00	7	
	2	2,921.00	8	
	1	2,768.00	9	
TRANSCRIBER TYPIST - 3160	STEP 10	3,432.00	STEP 1	
	9	3,253.00	2	
	8	3,083.00	3	
	7	2,922.00	4	
	6	2,770.00	5	
	5	2,626.00	6	
	4	2,489.00	7	
	3	2,359.00	8	
	2	2,236.00	9	
	1	2,119.00	10	

SCHEDULE II  
 EXHIBIT "B" PAGE 10

7/01/01



SCHEDULE II  
 POLICE DEPARTMENT SALARY SCALE  
 0.03

	STEP 8	STEP 7	STEP 6	STEP 5	STEP 4	STEP 3	STEP 2	STEP 1	OLD STEP 1	OLD STEP 2	OLD STEP 3	OLD STEP 4	OLD STEP 5	OLD STEP 6	OLD STEP 7	OLD STEP 8
CIVILIAN COURT OFFICER - 4370	4,096.00	3,882.00	3,680.00	3,488.00	3,306.00	3,134.00	2,971.00	2,816.00								
VERNON SERVICE OFFICER - 4300	3,350.00	3,175.00	3,009.00	2,852.00	2,703.00	2,562.00	2,428.00	2,301.00								
POLICE CADET - 3180	2,645.00	2,507.00	2,376.00	2,252.00	2,135.00	2,024.00	1,918.00	1,818.00								
SERGEANTS - 3130	5,767.00	5,466.00	5,181.00	4,911.00	4,655.00	4,412.00										
POLICE OFFICER - 3340	4,850.00	4,597.00	4,357.00	4,130.00	3,915.00	3,711.00										

SCHEDULE II  
 EXHIBIT "B" PAGE 11  
 7/01/01 (except 3130 and 3340)

**SCHEDULE II**  
**CITY ADMINISTRATOR/CITY CLERK DEPARTMENT SALARY SCALE**      0.03

	MONTHLY SALARY	
CITY ADMINISTRATOR/CITY CLERK - 400	STEP 1	31,987.00
DIRECTOR OF ENVIRONMENTAL HEALTH - 4310	STEP 7	10,053.00
	6	9,529.00
	5	9,032.00
	4	8,561.00
	3	8,115.00
	2	7,692.00
	1	7,291.00
CHIEF DEPUTY DIRECTOR ENVIRONMENTAL HEALTH - 4320	STEP 7	8,145.00
	6	7,720.00
	5	7,318.00
	4	6,936.00
	3	6,574.00
	2	6,231.00
	1	5,906.00
ASSISTANT FINANCE DIRECTOR - 4102	STEP 7	7,851.00
	6	7,442.00
	5	7,054.00
	4	6,686.00
	3	6,337.00
	2	6,007.00
	1	5,694.00
SENIOR ENVIRONMENTAL SPECIALIST - 4440	STEP 7	7,317.00
	6	6,936.00
	5	6,574.00
	4	6,231.00
	3	5,906.00
	2	5,598.00
	1	5,306.00
CHIEF DEPUTY CITY CLERK/SECRETARY TO THE CITY ADMINISTRATOR - 4280 OFFICE MANAGER - 4120 RISK MANAGER/PERSONNEL ASSISTANT - 4260 BUDGET AUDITOR - 4330	STEP 8	5,773.00
	7	5,472.00
	6	5,187.00
	5	4,917.00
	4	4,661.00
	3	4,418.00
	2	4,188.00
	1	3,970.00

SCHEDULE II  
 EXHIBIT "B" PAGE 12

07/01/01

SCHEDULE II

0.03

CITY ADMINISTRATOR/CITY CLERK DEPARTMENT SALARY SCALE

MONTHLY SALARY

	STEP 8	STEP 7	STEP 6	STEP 5	STEP 4	STEP 3	STEP 2	STEP 1	OLD STEP 1	OLD STEP 2	OLD STEP 3	OLD STEP 4	OLD STEP 5	OLD STEP 6	OLD STEP 7	OLD STEP 8
ASST TO CHIEF DEPUTY CITY CLERK - 4190	5,187.00	4,917.00	4,661.00	4,418.00	4,188.00	3,970.00	3,763.00	3,567.00								
ASST TO THE CITY ADMINISTRATOR - 4100																
ACCOUNTANT - 4130	4,915.00	4,659.00	4,416.00	4,188.00	3,968.00	3,761.00	3,565.00	3,379.00								
ADMINISTRATIVE AIDE II - 4140																
SECRETARY TO CITY COUNCIL - 4150	4,669.00	4,428.00	4,195.00	3,976.00	3,769.00	3,573.00	3,387.00	3,210.00								
ENVIRONMENTAL SPECIALIST - 4340	6,184.00	5,862.00	5,556.00	5,266.00	4,991.00	4,731.00	4,484.00	4,250.00								
LEGAL SECRETARY - 4290	5,267.00	4,992.00	4,732.00	4,485.00	4,251.00	4,029.00	3,819.00	3,620.00								

SCHEDULE II  
 EXHIBIT "B" PAGE 13

07/01/01

SCHEDULE II

0.03

CITY ADMINISTRATOR/CITY CLERK DEPARTMENT SALARY SCALE

	STEP 10	MONTHLY SALARY	OLD STEP
PAYROLL CLERK - 4180	9	4,622.00	1
SENIOR DISPATCHER (COMMUNICATIONS) - 4600	8	4,251.00	2
SENIOR UTILITY CLERK - 4520	8	4,029.00	3
SECRETARY - 4360	7	3,819.00	4
PURCHASING ASSISTANT - 4910 (STEP 10)	6	3,620.00	5
DEPUTY CITY CLERK - 4400	5	3,431.00	6
	4	3,252.00	7
	3	3,082.00	8
	2	2,921.00	9
	1	2,769.00	

ADMINISTRATIVE AIDE I - 4900

STEP 10	STEP	MONTHLY SALARY
9	1	4,390.00
8	2	3,769.00
7	3	3,573.00
6	4	3,387.00
5	5	3,210.00
4	6	3,043.00
3	7	2,894.00
2	8	2,734.00
1	9	2,591.00
		2,456.00

DISPATCHER (COMMUNICATIONS) - 4500  
 ENVIRONMENTAL TECHNICIAN - 4350

STEP 8	STEP	MONTHLY SALARY
7	1	3,432.00
6	2	3,253.00
5	3	3,083.00
4	4	2,922.00
3	5	2,770.00
2	6	2,626.00
1	7	2,489.00
	8	2,359.00

SCHEDULE II  
 EXHIBIT "B" PAGE 14

07/01/01

SCHEDULE II  
 CITY ADMINISTRATOR/CITY CLERK DEPARTMENT SALARY SCALE

0.03

ACCOUNT CLERK - 4230	MONTHLY SALARY	
	STEP 10	STEP 1
	3,603.00	3,415.00
	3,415.00	3,237.00
	3,237.00	3,068.00
	3,068.00	2,908.00
	2,908.00	2,756.00
	2,756.00	2,612.00
	2,612.00	2,476.00
	2,476.00	2,347.00
	2,347.00	2,225.00
	2,225.00	

TYPIST/SWITCHBOARD OPERATOR - 4210 UTILITY CLERK - 4220 PERSONNEL CLERK - 4240 SECRETARY TRAINEE - 4250	MONTHLY SALARY	
	STEP 10	STEP 1
	3,432.00	3,253.00
	3,253.00	3,083.00
	3,083.00	2,922.00
	2,922.00	2,770.00
	2,770.00	2,626.00
	2,626.00	2,489.00
	2,489.00	2,359.00
	2,359.00	2,236.00
	2,236.00	2,119.00
	2,119.00	

COUNCILMAN 1,989.00

DEPUTY CITY TREASURER 100.00

HOURLY - TEMPORARY/MISCELLANEOUS

A SALARY OF \$6.25 TO \$50.00 PER HOUR IS HEREBY ESTABLISHED, AND THE TEMPORARY EMPLOYEE SHALL BE ASSIGNED AN APPROPRIATE SALARY BY THE CITY COUNCIL WITHIN SAID RANGE.

SCHEDULE II  
 EXHIBIT "B" PAGE 15

07/01/01

# EXHIBIT C

COV-MALSR 00013291

SCHEDULE III  
AUTOMOBILE ALLOWANCE

	MONTHLY ALLOWANCE
POLICE CAPTAIN	\$480.00
DEPUTY CITY TREASURER	\$420.00
ASSISTANT DIRECTOR OF RESOURCE MANAGEMENT	\$420.00
ASSISTANT DIRECTOR OF ENGINEERING & OPERATIONS	\$420.00
OFFICE MANAGER	\$300.00
CHIEF DEPUTY CITY CLERK	\$110.00
RISK MANAGER/PERSONNEL ASSISTANT	\$110.00

When authorized in advance by the City Council, in addition to said salaries, each officer or policeman shall receive an additional sum of one hundred forty-five dollars (\$145.00) per month for his automobile if used in the service of or engaged for the use of the City. This allowance is for the use and maintenance of said motor vehicle.

When authorized in advance by the Department Head, an employee using his/her personal car for City business will be reimbursed at thirty cents (.30c) per mile.

SCHEDULE III  
EXHIBIT "C"

7/1/01

# EXHIBIT D



SCHEDULE IV  
UNIFORM ALLOWANCE  
2001-2002

FIRE DEPARTMENT

VERNON SHALL PAY TO EACH EMPLOYEE ON THE ACTIVE PAYROLL OF THE FIRE DEPARTMENT, WHO HAS BEEN CERTIFIED ELIGIBLE BY THE FIRE CHIEF, THE SUM OF FIVE HUNDRED FIFTY DOLLARS (\$550.00) FOR THE 2001-2002 FISCAL YEAR FOR THE PURCHASE OF UNIFORMS AND RELATED EQUIPMENT ON THE FIRST PAY CHECK OF AUGUST 2001.

POLICE DEPARTMENT

VERNON WILL PAY TO EACH POLICE OFFICER AND SERGEANT WHO HAS COMPLETED HIS/HER FIRST YEAR OF SERVICE AND WHO IS ON THE ACTIVE PAYROLL OF THE VERNON POLICE DEPARTMENT THE SUM OF SIX HUNDRED TWENTY-FIVE DOLLARS (\$625.00) PER FISCAL YEAR (JULY 1ST TO JUNE 30TH) FOR THE PURCHASE OF UNIFORMS AND RELATED EQUIPMENT EFFECTIVE SEPTEMBER 1, 2001.

VERNON WILL PAY TO EACH POLICE OFFICER AND SERGEANT WHO HAS COMPLETED HIS/HER FIRST YEAR OF SERVICE AND IS PERMITTED TO WEAR CIVILIAN CLOTHING AND WHO IS ON THE ACTIVE PAYROLL OF THE VERNON POLICE DEPARTMENT THE SUM OF THREE HUNDRED FIFTY DOLLARS (\$350.00) PER FISCAL YEAR (JULY 1ST TO JUNE 30TH) FOR THE PURCHASE OF SUCH CLOTHING AND RELATED EQUIPMENT EFFECTIVE SEPTEMBER 1, 2001.

VERNON WILL PAY TO EACH VERNON SERVICE OFFICER WHO HAS COMPLETED HIS/HER FIRST YEAR OF SERVICE AND IS REQUIRED BY THE VERNON POLICE DEPARTMENT TO OWN AND MAINTAIN A UNIFORM AND WHO IS ON THE ACTIVE PAYROLL OF THE VERNON POLICE DEPARTMENT THE SUM OF ONE HUNDRED FIFTY DOLLARS (\$150.00) FOR THE FISCAL YEAR 2001-2002 OF VERNON FOR THE PURCHASE OF SUCH CLOTHING AND RELATED EQUIPMENT ON HIS/HER ANNIVERSARY DATE.

SCHEDULE IV  
EXHIBIT "D"

7/1/01

# EXHIBIT E

COV-MALSR 00013295

**COURT TIME PAY**

**POLICE DEPARTMENT**

Vernon will pay to each safety member in Group 2 according to the following schedule for court-time pay, commencing September 1, 2000:

Effective September 1, 2000:

All Day Appearance	\$184.00
Half Day Appearance	\$127.00
Stand-by (all day)	\$105.00
Stand-by (1/2 day)	\$53.00

SCHEDULE V  
Exhibit "E"

09/01/00